Forms Template Reminder

Are you using the most current IRB template documents for your research? All IRB forms and template documents, such as the proposal form and informed consent document, are updated on an ongoing basis. This is to ensure researchers are provided with:

- All the required regulatory language
- Information about the most current IRB leadership
- Accurate IRB contact information to provide to study subjects
- Spanish language forms that have been verified for accuracy by our translator

The Office of Research Support strives to improve the submission and review process for researchers. As such, template documents are also updated to reflect feedback and comments that have been received from the research community. These revisions and changes are often made to provide a better overall user experience.

The next time you are preparing a protocol for IRB review, keep the following in mind:

Avoid:

- Recycling or reusing IRB template documents from prior years
- Using materials from previous research, as they may be old and outdated
- Borrowing forms from colleagues or co-workers that were used in previous years

Using the most current template documents will help streamline the IRB review process such that revisions to these documents will be minimized or eliminated. All IRB document templates can be found on the web at: http://links.utexas.edu/xbrevi

Quality Improvement Visits

You may be randomly selected to participate in a brief, 30-minute Quality Improvement (QI) visit to discuss an active protocol.

These visits are an opportunity to ask questions about continuing reviews, protocol changes, and other IRB topics.

The Association for the Accreditation of Human Research Protection Programs (AAHRPP) requires the IRB to conduct regular quality improvement efforts.