

Institutional Review Board

University of Utah

REQUIRED FORMS AND DOCUMENTS FOR BEHAVIORAL AND SOCIAL SCIENCE PROJECTS

- Research Summary
- Method of Consent Documentation; may include one or all of the following:
 - Consent Document
 - Parental Permission Document
 - Assent Document
 - Questionnaire Cover Letter
 - Short Form and Written Summary
 - Request for Waiver of Consent Documentation (form completed in the ERICA new study application, dependent on your response in ERICA)
- Conflict of Interest Disclosure (form completed in the ERICA system)
- Recruitment materials, including advertisements or information intended to be seen or heard by potential participants
- Full protocol (e.g. sponsor protocol), if the study is sponsor-initiated by industry, DHHS, etc.
- The DHHS-approved sample consent document (when one exists)
- Grant application with budget but no appendices, for federal granting agencies
- Questionnaires and assessment instruments
- IRB approvals from collaborating, external institutions or other approvals from participating facilities (e.g. school districts, private companies, etc.)
- VA Form 10-1223 for VA studies, if applicable
- Documentation of ancillary approvals from subcommittees for which the University of Utah has oversight of research, such as (click on link to see specific requirements)
 - [Clinical Cancer Investigations Committee \(CCIC\)](#)
 - [Conflict of Interest \(COI\)](#)
 - [Institutional Biosafety Committee \(IBC\)](#)
 - [Primary Children's Medical Center \(PCMC\)](#)
 - [Radiological Drug Research Committee \(RDRC\)](#)
 - [Resource for Genetic and Epidemiological Research \(RGE\)](#)
 - [Technology Commercialization Office \(TCO\)](#)
 - [Veteran Affairs Salt Lake City Health Care System \(VASLCHCS\)](#)
- Principal Investigator's Scholarly Record (i.e. a curriculum vitae or resume)
- Faculty Sponsor's Scholarly Record (i.e. a curriculum vitae or resume, if the principal investigator is not faculty)
- Any other supporting materials relevant to the proposed research, if it exists

Please contact the IRB Office at (801) 581-3655 or irb@hsc.utah.edu for additional guidance.