

Macon State College
Application for Expedited IRB Review

Principal Investigator:

Contact Information (Address, Phone, E-mail):

Title of Project:

Date of Application:

Dates of Project Duration:

Dates of Data Collection Period:

Source of funds:

- 1. Please give a brief summary of the purpose of the research, in non-technical language.**
- 2. Give details of procedures that relate to subjects' participation:**
 - (a) How are subjects recruited? What inducement is offered, if any? (*Append copy of letter or advertisement or poster, if any.*)
 - (b) Salient characteristics of subjects - Number who will participate, age range, sex, institutional affiliation, other special criteria.
 - (c) If applicable, describe how permission has been obtained from cooperating institutions(s) other than Macon State College.
 - (d) What do subjects do, or what is done to them, or what information is gathered? (*Append copies of instructions or tests or questionnaires.*) How many times will observations, test, etc, be conducted? How long will their participation take?
- 3. Cite your experience with this kind of research. List any assistants who will be working with you, and cite their experience.**
- 4. How do you explain the research to subjects and obtain their informed consent to participate?** (*If in writing, append a copy of the consent form and/or cover letter. If orally, append a copy of the announcement that is read.*) **If subjects are minors, mentally infirm, or otherwise not legally competent to consent to participation, how is their assent obtained, and from whom is proxy consent obtained? How is it made clear to subjects that they can quit the study at any time?** (See Parent/Guardian consent form.)
- 5. Do subjects risk *any* harm - physical, psychological, legal, or social - by participating in the research? Are the risks necessary? What safeguards do you take to minimize the risks.**

- 6. Are subjects deliberately deceived in *any* way? If so, what is the nature of the deception? Is it likely to be significant to subjects? Is there any other way to conduct the research that would not involve deception, and, if so, why have you not chosen that alternative? What explanation for the deception do you give to subjects following their participation?**
- 7. How will participation in this research benefit subjects? If subjects will be “debriefed” or receive information about the research project following its conclusion, how do you ensure the educational value of the process? (*Include copies of any debriefing or education materials.*)**
- 8. How are confidentiality and/or anonymity assured? At what state are identifiers removed from the data? If identifiers must be retained, please explain why.**
- 9. Where, what format, and for how long will the data be stored? To what uses - research, demonstration, public performance, archiving - might they be put in future? How will subjects' permission for further use of their data be obtained?**
- 10. Please justify your request for an expedited review.** Per the OHRP guidelines, the following research categories are eligible for expedited review. More detailed information and additional categories are found on the Office for Human Research Protections website: www.hhs.gov/ohrp
- (a) Research involving materials that have been collected, or will be collected, solely for non-research purposes.
 - (b) Collection of data from voice, video, digital, or image recordings made for research purposes.
 - (c) Research on individual or group characteristics or behavior or research employing survey, interview, oral history, focus group, program evaluation, human factors evaluation, or quality assurance methodologies.

APPLICANT'S SIGNATURE:

DATE:

FACULTY SPONSOR'S SIGNATURE (*for student applicants*): I have reviewed this completed application and I am satisfied with the adequacy of the proposed research design and the measures proposed for the protection of human rights.

Please attach appropriate materials.