

## **Frequently Asked Questions about IRB**

### **1. What is Human Subjects Research?**

Any research that involves humans, human tissue, records, or data gathered by humans

### **2. Why is a review of my research needed?**

Federal regulations state that all research involving human subjects is subject to review and approval by an Institutional Review Board (IRB). The IRB at CSUDH must review all proposals that:

- Will be conducted by, or under the supervision of staff, faculty, or students at CSUDH
- Involve CSUDH staff, faculty or students
- Will be performed on the CSUDH campus or involve CSUDH equipment or facilities.

### **3. Does this include term projects and classroom activities?**

Classroom projects that are used exclusively for instructional purposes need not undergo IRB review. However, if the data will be disseminated outside the university, an IRB review will need to be conducted.

### **4. How do I submit a protocol for review?**

All of the forms and information you will need can be found on the website for the Office of Research and Funded Projects on the IRB page. That site is <http://www.csudh.edu/RF/rfpro3.html> . In addition, you can obtain information by calling the Office of Research and Funded Projects at 310-243-3756 or email the IRB Coordinator at [irb@csudh.edu](mailto:irb@csudh.edu).

### **5. What kind of training do I need to obtain?**

Beginning in 2004, all principle investigators and co-investigators must successfully complete a training program to become certified in human subjects' protection research. There are two options available:

- An online training program is offered by the National Institute of Health at <http://cme.cancer.gov/clinicaltrials/learning/humanparticipant-protections.asp> . There is a direct link on the IRB page of the website.
- A training program offered by Los Angeles Biomedical Research Institute at Harbor-UCLA Medical Center.

Submission of a completion certificate will be required prior to IRB approval of research protocols.

## **6. What are the deadlines for submission?**

The IRB meets once a month to review protocols. Protocols must be received by the IRB Office two weeks prior to the meeting. See the IRB page on the website for a meeting calendar.

## **7. When can I expect to receive the results of the review?**

IRB determinations are received within one week after the IRB reviews your protocol. You will generally be informed by email with the signed letter returned by mail.

*Subject recruitment and data collection may not be initiated prior to formal written approval from the CSUDH Institutional Review Board for the Protection of Human Subjects.*