ROSEMAN UNIVERSITY
INSTITUTIONAL REVIEW BOARD

March 2021

WHAT'S NEW

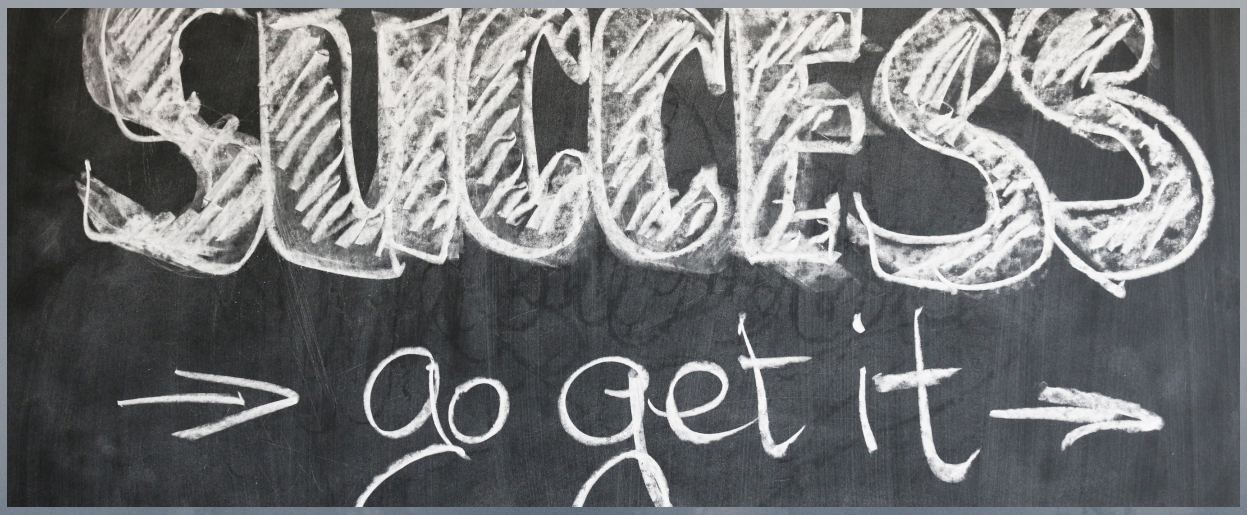
- The IRB at Roseman requires gender inclusive language and consciousness in all study materials, including surveys. This requirement is consistent with the Belmont Report principles of Respect for Persons, Beneficence, and Justice, which are the pillars of human subject protection regulation. For future submissions, if you will be gathering data on the gender of study subjects, we recommend leaving the question as a 'fill in the blank'. This is the most inclusive way to ask about gender.

- The student experience will be enhanced for research training. Students will now be able to work more closely with their faculty advisors to submit protocols for human subject research. Students will not have their own IRBManager account and all submissions should be done by the Faculty advisor. The IRB is working on an outline that can be used to aid in this process. This will be effective July 1, 2021 so please plan accordingly.

- Don't forget to update your CITI training before it expires. Particularly if you have an active protocol, be diligent about preventing expiration of your CITI training while conducting research on human subjects.

- All IRB matters will be handled through IRBManager. You can contact irb@roseman.edu with questions. However, any concerns about protocol determinations will need to be submitted via IRBManager.

TIPS AND TRICKS



PLEASE DO

Based on successful submissions

- All research procedures should be finalized before submitting the protocol. If anything is modified after receiving the approval letter, (survey, recruitment materials, data collection procedures, etc.), it must be submitted, reviewed, and approved by the IRB prior to implementation.

- Ensure all front-facing documents which will be seen by the subjects (consent, recruitment materials, survey, etc.), are proofread. The front-facing documents are a reflection of Roseman, so they should be error free.

PLEASE DON'T.

Based on submissions that were not successful the first time

- When drafting protocols, avoid language that may appear politically incorrect, biased, and/or condescending to study subjects such as "these people" and "lay people".

- When stating the hypothesis of the protocol, it should be clear to everyone reading the protocol, even those with a different specialty than the investigator. When the hypothesis is unclear, the IRB office isn't able to effectively assess the benefit of a protocol.

- The IRB cannot review/approve something about your protocol that has already taken place. A quick background is helpful; however, the information provided in the initial submission should mainly focus on procedures/processes that will only take place after the approval of the IRB - such as where data will be stored, who will have access, etc.

CONTACT INFORMATION: IRB@ROSEMAN.EDU