RESEARCH COMPLIANCE:

INSTITUTIONAL REVIEW BOARD FOR THE PROTECTION OF HUMAN SUBJECTS (IRB)

INSTITUTIONAL BIOSAFETY COMMITTEE (IBC)

QUALITY ASSESSMENT & IMPROVEMENT PROGRAM (QAIP)

Institutional Review Board for the Protection of Human Subjects (IRB)

The Upstate IRB reviews and approves **ALL** research involving human subjects, human tissue, surveys of human subjects, or medical records prior to the initiation of the research.

This requirement applies to all human subject research conducted by faculty, on- and off-campus, whatever the funding source for the project.

The Principal investigator (must have faculty status) is responsible for the conduct of the research study including the conduct of other study team members.

All persons involved in human subject research must successfully complete 2 web based education programs, through **CITI** (citiprogram.org): "The Protection of Human Subjects" & "The Responsible Conduct of Research."

IRB Electronic Management System
IRBNet.org

IRBNet is the electronic system used for all IRB submissions, determinations & decisions

- New users need to register at IRBNet.org
- Features include: electronic document management, web-based protocol sharing and collaboration, automatic notifications, electronic submissions and reviews, and audit capabilities including electronic revision histories, electronic signatures and event tracking .
- All forms, instructions, & deadline dates are within the "Forms & Templates" section in IRBNet.

IRB CONTACTS (4-4317):

Marti Benedict, Chief Compliance Officer for Research

Jean Cardillo, IRB Coordinator

Michele O' Brien, Administrative asst. for research compliance & CITI Coordinator

Stephen Graziano, MD, IRB Chair

Institutional Biosafety Committee **(IBC)**:

The Institutional Biosafety Committee (IBC) is charged with ensuring that research is performed in a safe environment and in accordance with guidelines promulgated by the National Institutes of Health.

Research which involves the use of infectious agents, human blood/ fresh tissue/body fluids and recombinant DNA must be submitted to the IBC for review. Work with recombinant DNA must be conducted in accordance with NIH Guidelines.

Contacts: Marti Benedict, Michele O'Brien (4-4317)
Robert Quinn DVM, IBC Chair- Quinnr@upstate.edu

IBC Website: http://www.upstate.edu/researchadmin/compliance/ibc/

Quality Assessment & Improvement Program (QAIP):

•Provides **post (IRB) approval monitoring** (routine & directed) of active studies involving human subjects

•Provides **assistance and ongoing education** to investigators and their staff with regard to human subject research and compliance

•**QAIP Study Initiation Visits** are available for new studies that have received IRB approval:

- •Provides assistance with set-up & organization of study records and required documents
- •Instruction concerning local IRB reporting requirements
- •Link to Study Initiation Visit flyer

Contact info: Robin Cerro, NP (Phone: 4-4328) Email: cerror@upstate.edu