

NHGRI IRB Checklist: Continuing Reviews
For Full Review at a Convened IRB Meeting**
(Include 1 copy of checklist with submission)

Principal Investigator: _____

Protocol Number: _____ Title: _____

CONTINUING REVIEW FOR FULL IRB REVIEW (original + 25 stapled copies)

- Form 1195-1 signed by PI, Accountable Investigator, Branch Chief
- Protocol Conflict-of-Interest Statement, signed by Deputy Ethics Counselor (DEC)
- Cover memo addressing: a) protocol progress and key findings (include publication citations); b) adverse events and protocol deviations over the past year; c) any “yes” responses to questions on 1195-1; d) amendments made within the last year; e) reason(s) for continuing the study; and f) currently proposed changes in protocol or consent form
- Table of contents listing protocol and any appendices, recruitment materials, and consent forms
- Up-to-date protocol
- Ongoing Research Participant Enrollment Report
- Up-to-date consent form(s)
- Previous year’s IRB minutes for protocol

** Note: If you believe this submission is eligible for an expedited review, please refer to the Expedited Continuing and Triennial Review Checklist.

Please submit materials to Victoria Willits, Bldg. 10, CRC/6-3340, by noon on the due date. (See NHGRI IRB Calendar).

For questions regarding the checklist or submissions, please contact:

Victoria Willits
Email: vwillits@mail.nih.gov
Phone: 301-496-1906

Sara Chandros Hull Ph.D.
Email: shull@mail.nih.gov
Phone: 301-435-8712

Fabio Candotti M.D.
Email: fabio@nhgri.nih.gov
Phone: 301-435-2944

IRB forms and templates can be found at <http://www.genome.gov/10005807>

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