IRB Submission and Approval Process

You’ve determined that your project requires IRB Approval. Now what?

- **Complete Required Trainings**
  - CITI:
    - Biomedical, OR
    - Social Behavioral; AND
    - Native American Research
  - HIPAA Privacy
  - COI Training

- **Draft Required Forms**
  - IRB Protocol for Human Subjects Research
  - CV/Resume of PI
  - Consent Form(s)
  - Data Collection Tools
  - Recruitment Material
  - Applicable Appendices

- **Obtain Additional Approvals (as applicable)**
  - Banner Health: UAHS Research Administration Portal (RAP) and UAHS Coverage Analysis
  - Oncology: Scientific Review Committee (SRC)
  - Export Control
  - Radiation, Biosafety, & Chemistry: Research Laboratory & Safety Services (RLSS)
  - Site Authorization (i.e., CATS, public schools)

- **UAHS Contract Review**
- **UAHS Budget Review**

- **Submit IRB Materials and Applicable Additional Approvals to the HSPP electronic system:**
eirb.arizona.edu/IRB

- **Obtain Required Approvals for Submission**
  - PI (or PI proxy)
  - Advisor (if student/resident)
  - Scientific/Scholarly Review
  - Department/Center/Section Review
  - Responsible Physician (IF PI is conducting medical procedures for which he/she is not clinically certified to perform)

- **HSPP/IRB Review Begins**
  PI/research team works with reviewer to finalize IRB materials for IRB Chair or Committee Review.

- **START RESEARCH**

- **All Approvals Received**

**Submission Process Flow Chart v2023-09**