



TITLE: **IRB Removal**

PURPOSE: Disband an IRB

RESPONSIBILITIES: HSPP Staff

PROCEDURES:

The Organizational Official determines that an IRB is no longer needed.

1. Thank each IRB member for their service to the IRB.
2. Remove the IRB's registration with OHRP.
3. Remove the IRB from the Federalwide Assurance.
4. File the Federalwide Assurance and thank you letters.
5. File the IRB roster.

MATERIALS:

- HRP-602 - DATABASE: IRB Roster

REFERENCES:

- 45 CFR §46.107, 45 CFR §46.103(b)(3), 45 CFR §46.115(a)(5), 45 CFR 46 Subpart E
- 21 CFR §56.107, 21 CFR §56.115(a)(5)
- OHRP Frequently Asked Questions (FAQs) on IRB Registrations:
<http://www.hhs.gov/ohrp/IRBfaq.html>

REVIEW/REVISIONS: From 10/01/2010 version: Renumbered from P&P-081.