

NATIONAL AMERICAN UNIVERSITY
IRB CHECKLIST

Faculty & Students

I **[enter full name]** am a student of **[enter University or Institution Name and Address]** who is conducting a research study titled or described as follows: _____

Principal Investigator: _____

- NAU IRB Procedures have been reviewed**
- IRB Training is complete**

Participant risks are minimized:

- Risks to participants are minimized by using procedures which are consistent with sound research design and which minimize exposing participants to risk.
- Can alternative or fewer procedures answer the scientific question and reduce the likelihood or magnitude of harm?
- Consider physical, psychological, social, legal, and economic risks.
- One of the following is true:
 - The research involves no more than minimal risk.
 - The research plan makes adequate provision for monitoring the data collected.

What and when will the data be monitored? _____

Who will be doing the monitoring? _____

Participant risks are reasonable:

- Consider physical, psychological, legal, social, and economic risks.
- Consider direct potential benefits to participants, if any.

Participant selection—selection of participants is equitable. Explain: _____

- Consider inclusion and exclusion criteria.
- Consider recruitment methods.
- Consider the purpose of the research.
- Consider the setting in which the research will be conducted.

Informed consent:

- Informed consent will be sought from each participant or an appropriate representative and written in plain language. Informed consent will be documented in writing.
- There are adequate provisions to protect the confidentiality of the data.
- There are adequate provisions to protect the privacy of participants.

Vulnerable populations—one of the following is true:

- None of the participants are likely to be vulnerable to coercion or undue influence.
- Additional safeguards have been included in the research to protect the rights and welfare of participants likely to be vulnerable to coercion or undue influence.