

APPENDIX 2.7.1.4.1.1 REQUEST FOR APPROVAL OF THE USE OF HUMAN PARTICIPANTS IN RESEARCH

SCREENED FOR EXEMPT STATUS FORM

University and Federal policies require that each project involving studies on humans be reviewed to consider: 1) the rights and welfare of the individual(s) involved, 2) the appropriateness of the methods used to secure informed consent, and 3) the risk and potential benefits of the investigation.

The following information is necessary for this review. All researchers must complete research ethics training and provide documentation of completion with review requests.

Complete each item as applicable. If an item is not applicable, indicate this by "NA."

Institutional Review Board for the Protection of Human Subjects in Research
Office of the Vice President for Academic Affairs
304 Ryan Hall, Fontbonne University
6800 Wydown Boulevard
St. Louis, MO 63105

Complete this form and submit electronically to: yfarmer@fontbonne.edu

Principal Investigator: _____

Phone Number: _____

Mailing Address: _____

Email Address: _____

Project Title: _____

Academic Department: _____

Proposed Starting Date: _____

This study is covered under the exemption category for the following reason(s): (check all that apply)

- 1. This study will be conducted in an established or commonly accepted educational setting involving normal educational practices.
- 2. This study involves the use of educational tests and participants cannot be identified.
- 3. This study involves surveys and/or interview procedures or observations of public behavior and participants cannot be identified, either directly or through the identifiers linked to the subject.
- 1. 4. The participants' responses, if they become known outside the research, cannot place the participants at risk of criminal or civil liability or be damaging to the participants' financial standing or employability.
- 2. 5. The research does not deal with sensitive aspects of the participants' own behavior.
- 6. Participants are 18 years of age or older.
- 7. This study involves the use of existing data.

8. ____ This study is an evaluation of Federal Research and/or Federal program(s).

PARTICIPANTS:

Age Range _____ Number of Participants _____

Specify how participants are to be chosen. Enclose a copy of the consent form to be used. This should ordinarily be the Fontbonne University form. Attach an explanation for use of a different form.

ABSTRACT/SHORT DESCRIPTION OF STUDY:

Clearly state the purpose of the study (hypothesis) in which human participants will be involved. Specify what will be done to or for the participants (beyond information in the consent form.) Remember that research data can only be reported in aggregate or in a form which protects the confidentiality of research participants.

1. Attach an outline of your research design and methodology to this form.
2. Attach any questionnaires that will be used in your research project (unless subject to copyright restriction)

PROTECTING HUMAN RESEARCH PARTICIPANTS ETHICS TRAINING

____ YES, I have completed the online NIH Protecting Human Research Participants course and

____ I have attached a copy of my certification of completion or

____ I have completed the course within the past three years and my certification of completion is on file with the Office of Academic Affairs

Signature of Principal Investigator

Date

Signature of Faculty Research Advisor (if applicable)

Date

Faculty Advisor's Phone Number

Faculty Advisor's Email Address

**RESEARCH SHOULD NOT BE INITIATED UNTIL YOU HAVE RECEIVED
CONFIRMATION OF EXEMPTION**

IRB CHAIR USE ONLY:

My signature below signifies this research proposal has been reviewed and approved by the IRB Committee.

IRB Chair:

Date: _____

IRB Approval Number: FBUIRB-XXXXXX-XX

Approval Expires: _____