

IRB submission checklist for researchers:

- completed application (all questions answered)
 - a. Does the application adequately address the purpose/rationale of the study? (includes stating the research hypothesis and predicted outcomes) Yes No
 - b. Does the application adequately address the scientific need of the study? Yes No
 - c. Is the study design consistent with and able to address the research questions? Yes No
 - d. Are there ethical issues* regarding the study's design? Yes No
*Ethical issues may include, but are not limited to, the Belmont report principles: respect for persons, beneficence and justice.
 - e. Are there issues concerning privacy of the participants in this research? Yes No
 - f. Are there issues concerning confidentiality of the data. (with regard to privacy, confidentiality and other ethical issues all potential challenges and safeguards are explained) Yes No
 - g. Does the application have the appropriate signatures? Yes No
 - h. Participant recruitment and selection adequately explained (inclusion/exclusion criteria justified; equitable selection, if reimbursement is being used, is it appropriate for the study being conducted?) Yes No
- all measures are attached
- all stimuli are attached
- informed consent is attached
- all recruitment materials (emails, sign-ups, flyers) are attached
- debriefing statement is attached
- certificates of completion for IRB training are attached
- If your research is international, is the participating institution's IRB approval or deferment attached?
- If your research is international, is the participating institution's IRB contact information included in your application?