

NEW IRB SUBMISSIONS - Submissions to the IRB are reviewed on a first-come, first-served basis. Requests for exemption determination and expedited research are reviewed in the order received. IRB meetings for convened board review are conducted on the 1st and 3rd Mondays of each month. New research submissions are due in the HSPO 3 weeks prior to the IRB meeting. The first 10 new submissions received by a deadline are included on the agenda, if complete and ready for IRB review. A pre-review process is performed at the time of submission which may require the investigator to make changes to the application before it is forwarded to the board members for review. When the 10-protocol limit is reached the agenda closes and any remaining submissions are placed on the next agenda.

2010 IRB SCHEDULE

Submission Deadline

IRB Meeting Dates for New Proposals

<i>December 14, 2009</i>	January 4, 2010	
<i>December 28</i>		January 18
<i>January 11, 2010</i>	February 1	
<i>January 25</i>		February 15
<i>February 2</i>	March 1	
<i>February 22</i>		March 15
<i>March 15</i>	April 5	
<i>March 29</i>		April 19
<i>April 12</i>	May 3	
<i>April 26</i>		May 17
<i>May 17</i>	June 7	
<i>June 1</i>		June 21
<i>June 21</i>	July 12*	
<i>June 28</i>		July 19
<i>July 12</i>	August 2	
<i>July 26</i>		August 16
<i>August 23</i>	September 13*	
<i>August 30</i>		September 20
<i>September 13</i>	October 4	
<i>September 27</i>		October 18
<i>October 11</i>	November 1	
<i>October 25</i>		November 15
<i>November 22</i>	December 13*	
<i>November 29</i>		December 20

ISSUES FOR ONGOING RESEARCH

Continuation review - Progress reports for continuation review are due according to the deadline printed on the form. These are reviewed at the IRB meeting on the 4th Monday of the month.

Other submissions - Modifications to an existing study and adverse event/safety reports are reviewed in the order received, unless the issue is urgent. In general, if convened review is needed these will go to the IRB meeting on the 4th Monday of the month. Please explain if a patient care urgency or safety and protection issue exists and the matter will be addressed promptly.

**Date change due to holiday or other scheduling conflict*