Human Subjects Helpful Hints
Research Projects

The following information resulted from feedback from the Human Subjects Protection Program (University of Arizona IRB). Hopefully will be helpful as you complete application forms and other documents.

Research at Banner facilities
- Contact the Banner RN Director of Clinical Nursing Research for the facility. Include in the email key specifics about the planned project: project name, aims, overview of methods, and specific requests. This will help facilitate early protocol planning and reduce potential barriers such as access to PHI, nursing staff time, and overlap with other projects. The Nursing Research Director(s) will reach out on behalf of the PI to Banner unit directors, and/or other support entities within Banner with this information.
- Submit the Research Intake Application (RIA) to the UAHS Research Administration. Instructions and the form can be found at https://research.uahs.arizona.edu/clinical-trials/research-intake-form.
- Submit the Application for Human Research to the Office of Research & Scholarship (apasm@email.arizona.edu) for review in the College of Nursing. The Application for Human Research can be reviewed in the College of Nursing while waiting for Banner feasibility review but Banner feasibility approval must be obtained before documents can be submitted to the University of Arizona IRB

Recruitment on Facebook and/or Twitter
Specify the group/groups you will be posting to on Facebook and/or Twitter. Include if they are considered a publicly available group or if the group is considered private. If private, obtain the approval from the individual running the group stating that you have permission to post your recruitment material.

Required Statement on Recruitment Material
For research studies, include the following statement on recruitment material (flyers, scripts, emails, etc.):

An Institutional Review Board responsible for human subjects research at The University of Arizona reviewed this research project and found it to be acceptable, according to applicable state and federal regulations and University policies designed to protect the rights and welfare of participants in research.

The statement may be shortened

Cancer Related Research
For cancer related research, approval from Arizona Cancer Center Scientific Research Committee (SRC) is required. Contact Dr. Pasvogel, Office of Research & Scholarship (apasm@email.arizona.edu) for additional information.
Future use of data or specimens
- Refers to keeping data and/or specimens for future research including unspecified future research beyond the University requirement of 6 years after project conclusion or for studies involving children, 6 years after the youngest child reaches age 18 years.
- Include a section in consent document that reflects future use/no future use.

Data Security
- Ensure that data and information, including identifiable private information or identifiable biospecimens have appropriate data security.
- Encryption is strongly recommended.
- Box @ UA Health recommended for confidential research data.
- REDCap recommended for online surveys and forms.
- Guidance for researchers is available at data http://security.arizona.edu/data-classification-and-handling-standard#classifications

Conflict of Interest
- The University of Arizona Conflict of Interest (COI) in Research policy applies to all University of Arizona research investigators and applies specific requirements to PHS funded investigators.
- An Investigator is any person who is responsible for the design, conduct or reporting of research performed as part of the University.
- Requirements include:
  Conflict of Interest Training
  Conflict of Interest training can be obtained at http://rgw.arizona.edu/compliance/conflict-interest-program
  Training is valid for four years
  Disclosure of Significant Financial Interests
  The Disclosure of Significant Financial Interests form can be found at http://rgw.arizona.edu/compliance/conflict-interest-program
  Required annually and within 30 days of acquisition of a new significant financial interest not previously disclosed

Recruitment of College of Nursing Students and Faculty
- A letter of support is needed if recruiting College of Nursing students or faculty
  - If specific to a course, contact the Course Chair
  - For doctoral students, contact Dr. Gephart (PhD) and/or Dr. Prettyman (DNP)
  - For undergraduate students and MEPN students, contact Dr. Connie Miller
  - For faculty, contact Division Directors

30 Day Rules
- PI Attestation and confirmation emails must be dated within 30 days of submission to the University of Arizona IRB
- If the University of Arizona IRB requests changes to forms or other documents, revisions must be submitted to the University of Arizona IRB within 30 days of the email
Research with Native Communities

- Any research conducted on sovereign native land is governed under the authority of that individual Native nation.
- Each Native nation has its own laws, codes, regulations, procedures and/or departmental guidelines governing activity occurring on tribal land.
- Each Native nation is the exclusive owner of all property on its lands and fully controls the disposition, development and use of its physical and intellectual property.
- Throughout the research process, understand that sovereign Native nations have the legal right to approve or deny requests for research conducted with Native communities; halt research activities without disclosing their reasons; decide whether the outcomes of research activities conducted within their jurisdiction will be disclosed/disseminated in oral or written form; and negotiate exclusive or shared ownership of research data.
- Arizona Board of Regents (ABOR) Tribal Consultation Policy (ABOR 1-118) functions as the highest level of authority, outlining ABOR's expectations and requirements when engaging with Native Nations, by recognizing fundamental principles of tribal sovereignty, consultation, and respect. ABOR 1-118 requires that all human and non-human research projects, including both unfunded and funded sponsored projects must be supported by documented evidence of consultation and approval (ABOR 1-118 B(2)(b)).
- As a Research I Land Grant Institution, the University of Arizona has developed its own consultation guidelines (see the University of Arizona Consultation Guidelines). It is the responsibility of the University of Arizona faculty, student, or professional to determine and abide by the Native nation's required procedure or protocol for review, approval, and regulation of research or institutional engagement, and to abide by the University of Arizona Consultation Guidelines.
- The Native Peoples Technical Assistance Office (NPTAO https://nptao.arizona.edu/) serves as the liaison for Native Affairs to the Office for Research, Innovation and Impact (RII). Through engagement and collaboration with Native Nations throughout Arizona, NPTAO provides research support and capacity building, training and education in Indigenous law and governance for Native peoples, and technical assistance for tribal community development.