

Human Subjects Helpful Hints

The following information resulted from feedback from the Human Subjects Protection Program (UA IRB) and the College of Nursing Departmental Review Committee and hopefully will be helpful as you complete application forms and other documents. Keep checking back for more hints.

DNP Project conducted at a Banner facility

- Contact Director of Professional Practice
- Submit required documents to Banner
- Obtain letter of support for project
- Submit documents for UA IRB approval
- UA IRB will submit approval letter to Banner NRDUC Committee for approval
- Approval from NRDUC Committee before starting project

Research at Banner Tucson or Banner Phoenix

All research projects using Banner resources (Banner Tucson or Banner Phoenix) must be entered into the UAHS Research Intake Form
Instructions and the form can be found at <http://research.uahs.arizona.edu/clinical-trials/research-intake-form>
Not required if submitting the Determination of Human Research form. See above - DNP Project conducted at a Banner facility

Cancer Related Research

For cancer related research, approval from Arizona Cancer Center Scientific Research Committee (SRC) is required. Contact Dr. Pasvogel (apasv@email.arizona.edu) for additional information.

Future use and long term storage of data or specimens

Refers to keeping data or specimens beyond the University requirements of 6 years after project conclusion or for studies involving children, 6 years after child reaches age 18 years
Refers to keeping data or specimens for future research including unspecified future research
If retaining data for future research, include a section in consent document that reflects future use and storage

Data Security

Ensure that data and information, including identifiable private information or identifiable biospecimens, have appropriate data security
Encryption is strongly recommended
Box @ UA 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 UA 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

The UA IRB will contact the COI department to check that all personnel on the project have completed the training and financial disclosure and if any conflicts have been resolved
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

Required Statement

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

This statement is not needed for projects that are not research

Recruitment of College of Nursing Students and Faculty

No direct recruitment of students or faculty (cold recruitment) is allowed

If specific to a course, contact the Course Chair

For doctoral students, contact Dr. Loescher and/or Dr. Love

For undergraduate students and MEPN students, contact Dr. Connie Miller

For faculty, contact Division Directors

30 Day Rules

PI Attestation and signatures/confirmation email must be dated within 30 days of submission to the UA IRB

If the UA IRB requests changes to forms or other documents, revisions must be submitted to the UA IRB within 30 days of the email