

Quincy University Institutional Review Board

Types of IRB Review

1. Exempt from Review

If your project involves research of any of the following types, it is exempt from review by the IRB, with the exceptions noted in boldface. Submit the application form and project description to the IRB chairperson. You may begin your project immediately upon submission.

- (a) Research conducted in established or commonly accepted educational settings, involving normal educational practices, such as (i) research on regular and special education instructional strategies, or (ii) research on the effectiveness of or the comparison among instructional techniques, curricula, or classroom management methods.
- (b) Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, or observation of public behavior, **unless information obtained is recorded in such a manner that human subjects can be identified, directly or through identifiers linked to the subjects; or (ii) any disclosure of the human subjects' responses outside the research could reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability, or reputation.**
- (c) Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures, or observation of public behavior that is not exempt under paragraph (b) of this section, if: (i) the human subjects are elected or appointed public officials or candidates for public office; or (ii) federal statute(s) require(s) without exception that the confidentiality of the personally identifiable information will be maintained throughout the research and thereafter.
- (d) Research involving the collection or study of existing data, documents, records, pathological specimens, or diagnostic specimens, if these sources are publicly available or if the information is recorded by the investigator in such a manner that subjects cannot be identified, directly or through identifiers linked to the subjects.
- (e) Research and demonstration projects which are conducted by or subject to the approval of department or agency heads, and which are designed to study, evaluate, or otherwise examine: (i) Public benefit or service programs; (ii) procedures for obtaining benefits or services under those programs; (iii) possible changes in or alternatives to those programs or procedures; or (iv) possible changes in methods or levels of payment for benefits or services under those programs.
- (f) Taste and food quality evaluation and consumer acceptance studies, (i) if wholesome foods without additives are consumed or (ii) if a food is consumed that contains a food ingredient at or below the level and for a use found to be safe, or agricultural chemical or

environmental contaminant at or below the level found to be safe, by the Food and Drug Administration or approved by the Environmental Protection Agency or the Food Safety and Inspection Service of the U.S. Department of Agriculture.

2. Expedited Review

If your project involves any of the following, it is subject to expedited review. Submit the application, project description, and accompanying documents to the chair of the IRB. You must receive IRB approval before beginning your research.

- a) collection of data from voice, video, digital or image recordings made for research purposes.
- b) research on individual or group characteristics or behavior or research employing survey, interview, oral history, focus group, program evaluation, human factors evaluation, or quality assurance methodologies **in which information obtained is recorded in such a manner that human subjects can be identified, directly or through identifiers linked to the subjects; or in which any disclosure of the human subjects' responses outside the research could reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability, or reputation.**

3. Full Review

If your type of project is not listed in #1 and #2, does it involve any of the following human subjects or categories?

- minors (17 years or younger)
- persons with cognitive or developmental disabilities
- pregnant women and fetuses
- prisoners
- any individual not capable of giving informed consent
- any suggestion of coerced participation
- deception which could be harmful to participants
- federal funding
- possibility of publication

If you answered **no** to all of the above questions, your project qualifies for expedited review. If you answered **yes** to any question, your project is subject to full review.

Submit the application, project description, and accompanying documents to the chair of the IRB committee. You must receive IRB approval before beginning your research.

For research involving animals or cadavers, see separate policy statements on these issues.

The IRB, at its discretion, retains the right to require continuing review when warranted by the nature of the research and/or inclusion of vulnerable subject populations.