

Issuing Department: Human Subjects Protection Office
Policy Number: 2011-009.15.c
Policy Title: Institutional Review Board –Cross Panel Authority

Purpose

The purpose of this policy is to set for the mechanism by which a UCHC IRB panel may exercise the option to review a study originally assigned to another UCHC IRB panel.

Definitions

Policy

In general, a study will remain under the oversight of the panel (or Chair) that conducted the initial review.

Another panel (or Chair) may take action on a study under a different panel's (Chair's) oversight only in rare circumstances, e.g. to prevent a lapse in approval that is not due to the investigators failure to request continuation, to provide coverage for expedited activity and/or exempt activity when the other Chair is unavailable, or to impose a suspension on a study or the activities of a researcher due to audit findings that indicate subjects are at risk and the assigned Chair is not available.

An IRB Chair may also request cross-panel review for any circumstance the Chair deems appropriate.

Procedures

IRB Chairs are to inform IRB Coordinators when they will be absent for an extended time period.

Expedited/Exempt Activity:

- The Vice Chair of the panel will be contacted first to provide coverage.
- As needed during such absences the IRB Coordinator will assign routine expedited/exempt review to the Chair of another panel if the Vice Chair of the assigned panel is also not available on a regular basis.
- Designated IRB staff will report approval of such expedited activity to the originally assigned panel on the next informational agenda for that panel.
- Subsequent reviews will revert back to the originally assigned panel Chair.

Full Board Activity:

- The IRB Coordinator of the originally assigned panel will be responsible for coordinating with the IRB Coordinator of the reviewing panel to ensure that material is placed on the agenda and disseminated to the panel members for review.
- When possible and if applicable, the anniversary dates by which continuing review must occur will be retained in accordance with the original panels review cycle.
- Subsequent reviews will revert back to the originally assigned panel.

Related Policies

Basis

45 CFR 46.114

Document Attributes

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Replaced Version: Section in HSPO manual dated 11/14/2008

Reviewed and Approved By: Signed RS 10/5/11 **Date:** _____
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