

IRB Website <http://rgp.ufl.edu/irb>

IRB InvestiGATOR

University of Florida Institutional Review Boards

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Consistency In Your IRB Submission

Throughout the process of IRB review, reviewers are frequently confronted with conflicting information from the investigator. The race to prepare your IRB submission often leaves the IRB forms incomplete, inaccurate, and laden with inconsistencies. The following suggestions can help you develop IRB submissions that are relatively free from inconsistencies and inaccuracies.

- **Beware:** The IRB forms ask for the same information (for example, the title) or similar information in different ways. Be consistent!
- **Slow down.** Be certain the information you are providing is accurate. Reminder: Only material requiring full Board review must meet IRB deadlines.
- **If you "cut and paste"** text from other projects, make sure it's relevant to the current project.
- **Always proofread** all the completed IRB forms before submitting them.

Federal regulations dictate precisely what information must be provided for IRB review. The inclusion of this information is a condition of approval; it must be uniform throughout all submitted materials. IRB reviewers are committed to uphold these standards. This is the basis for the IRBs' need for consistent, accurate and complete information.

IRB Training Gets a New Look

Take a moment to discover the new [IRB Training](#) website. There you will find UF-required training information, NIH training requirements, and new links to other web-based training opportunities. It is the responsibility of the investigator to become familiar with this material. Venture forward and further your knowledge and understanding of human subjects protection issues in research!

Please distribute and post the IRB InvestiGATOR for those without access to the publication.

"New" Informed Consent Form - Health Center

IRB-01 has already introduced the "new" Informed Consent Form (ICF) to a small group in mid-September. The UF audience, those who attended *The "New" Informed Consent Form* program, previewed the new ICF and offered suggestions for improvement. The new ICF was developed in response to guidance and regulatory initiatives originating at the Federal level.

The new ICF will premiere on the IRB website this month. All new projects **must** use this new format once available. The ICF template has been revised, and there is now a separate instructions section. Much of the standardized text has been moved to the *Instructions* section. This arrangement is designed to keep unnecessary information from appearing in the actual ICF. The *Instructions* section has also been expanded to include suggestions that will facilitate the development of a more thorough and accurate ICF. If you have any questions about the new ICF, please call the IRB Office.

Last Stop: The IRB

Please leave IRB review as the last stop in your research approval cycle. Projects needing review by the VA Research Subcommittee, the Human Use of Radioisotopes and Radiation Committee (HURRC), or the Institutional Biosafety Committee (IBC) should undergo review by those committees *before* IRB review.

IRB Educational Events

Use of Advertisements in Research Recruitment
October 11, 2001 **Please call to register.**

Check out the full calendar of upcoming [IRB Educational Events!](#)

