IRB Member Responsibilities

Table of Contents: IRB Member Responsibilities

Policy Statement

The IRB Member's responsibility to research subjects is paramount and foremost of all duties. Federal, local, and University policy are all formed and enforced for the ultimate purpose of human subjects protection. IRB Members, particularly the Community Member, have a responsibility to preserve the rights and welfare of research participants.

The IRB is charged with review of proposed research protocols in order to ensure the rights of human subjects are protected and risk of harm to subjects is minimized. IRB Members must perform their duties within the framework of Federal requirements.

The IRB is an institutional committee and as such, IRB Members serve the institution as a whole, rather than a particular school or department. Members must not allow personal or departmental interests to supersede their duty to protect the rights, safety, and welfare of research subjects.

Description and Procedures

The commitment of IRB Members to research subjects, regulatory requirements, and the University is carried out through the following functional responsibilities:

1. act as primary or secondary reviewer for assigned protocols, ensuring:
    a. risks to subjects are minimized through sound research design and study hypothesis,
    b. risks to subjects are reasonable in relation to anticipated benefits,
    c. selection of subjects is equitable,
    d. informed consent is obtained (or waived, as appropriate) and documented effectively,
    e. the protocol includes data and safety monitoring (if needed),
    f. subject's privacy and confidentiality are protected, and
    g. additional safeguards are incorporated for vulnerable subjects;

2. attend scheduled IRB meetings (providing advanced notice the Office of Research and Sponsored Projects Operations of planned or emergency absences);

3. advise the IRB when additional, external expertise is required to adequately review protection of the rights, safety, and welfare of subjects or to comment on the acceptability of practices outside the IRB Members' fields;

4. serve as a resource for UIW researchers seeking assistance in designing human subjects protections during protocol development;

5. maintain current IRB Member CITI training;
6. adhere to the IRB Member Confidentiality Policy; and
7. adhere to the IRB Member Conflict of Interest Policy.

Effective Date

August 24, 2020

Revision History

References

IRB Member Confidentiality Policy
IRB Member Conflict of Interest Policy