IRB Review and Submission Process: Amendments to Approved Research

Any proposed changes in IRB approved research must be reviewed and approved by the NPS President prior to implementation except where necessary to eliminate apparent and immediate hazards to research participants and subjects.

**Additional Info**

PI completes the amendment form and attaches any required documents (i.e. revised surveys, consent documents, command approvals, ethics training etc.). When complete submits to the HRPP Specialist.

HRPP Specialist reviews for completeness and compliance. PI is contacted if updates are needed. When complete, package is sent to the IRB for review.

IRB reviews. Minor changes that do not increase risk to subjects are reviewed by the IRB Chair/Vice Chair. More than minor changes and changes that increase risk are reviewed by the convened IRB.

If the IRB requires updates the PI is notified. IRB makes a recommendation to the NPS President.

NPS President reviews research. Approves, requires updates or disapproves.

The IRB Administrator notifies the PI. Once NPS President approves the PI may implement amended research procedures and begin.