Cedar Crest College

Request for Institutional Review Board Approval
For Research Involving Human Subjects

Date ____________________________

To: Chairperson, Institutional Review Board
Cedar Crest College
100 College Drive
Allentown, PA 18104

From: Researcher(s) _______________________Faculty  Staff  Student
_______________________Faculty  Staff  Student
_______________________Faculty  Staff  Student

Address: __________________________________
__________________________________
__________________________________

E-mail: __________________________________

Phone: __________________________________

Supervisor Endorsement (if applicable): ________________________________

Title of Research: ______________________________________________________

Check the category of review requested (see Review types on website)

☐ Exempt Review Status

☐ Expedited Review Status

☐ Full Review Status
Please answer all of the following questions:

1. This application involves human subjects participating in:
   a. biomedical procedures
   b. procedures to elicit information (personality test, surveys, questionnaires, observations, etc.)
   c. procedures specifically designed to directly modify the knowledge, thinking, attitudes, feelings, or other aspects of behavior of the subjects.

2. If biomedical procedures are involved:
   a. are provisions for emergency medical care necessary?
   b. has a qualified M.D. or other health professional participated in planning the projects? (If the answer is yes, then attach a signed letter from the physician or health professional that indicates his/her level of involvement in the study.)
   c. will this study involve drugs or chemical agents (dosages), ionizing radiation, nonionizing radiation (microwaves, lasers) or high intensity sound?

3. Does this study involve giving false or misleading information to subjects such that their “informed consent” is in question? (if yes, then you must include a justification for the deception and submit a plan for debriefing subjects.)

4. Are the procedures to be used new or innovative (not established or accepted)?

5. Will the procedure cause any degree of discomfort, harassment, invasion of privacy, risk of physical injury, threat to the dignity of subjects, or otherwise be potentially harmful to the subjects? (If the answer is yes, then submit specific provisions to correct harmful or adverse conditions that may arise.)

6. Can the potential risks of this study be considered to outweigh the benefits to subjects?
7. Is the research specifically designed to involve subjects who are:
   a. fetuses? no yes
   b. pregnant women? no yes
   c. prisoners? no yes
   d. children (minors less than 1 year of age)? no yes
   e. physically handicapped (e.g., uses wheelchair walker, etc.)? no yes
   f. mentally disabled (e.g., brain-damaged, psychiatric patients, mentally retarded, etc.)? no yes
   g. suffering from acute or severe physical illness? no yes
   h. economically disadvantaged? no yes
   i. educationally disadvantaged? no yes
   j. subject to military discipline? no yes
   k. institutionalized? no yes
   l. Cedar Crest students no yes
   m. Cedar Crest faculty no yes
   n. Cedar Crest staff? no yes
   o. Non-Cedar Crest students? no yes
   p. Non-Cedar Crest faculty? no yes
   q. Non-Cedar Crest staff? no yes

8. Will subjects be identified:
   a. by a code number known only to the researchers? no yes
   b. by a code number keyed to their name? no yes
   c. on videotape? no yes
   d. on audiotape? no yes

9. On a separate piece of paper, please indicate:
   a. the objective(s) of the study.
   b. the researcher's qualifications for conducting the study.
      (i.e., What is our experience with the procedures and instrumentation used in this study?) If a student researcher is conducting this study, please include the qualifications of the faculty advisor, as well as those of the student.
   c. the research design and methodology (include instruments to be used and a description of how data will be recorded, stored, and destroyed)
   d. the recruitment procedures. (If an advertisement will be used to recruit subjects, then include a copy of the proposed advertisement.)
   e. the requirements for subject participation and remuneration. (i.e., Will subjects be paid, receive course credit, etc.?)
   f. the potential risks and benefits of study participation.
   g. the precautions taken to provide anonymity and privacy.
   h. data destruction timeframes and data protection procedures
10. If appropriate, provide references to any published materials that would help the committee make a judgement regarding the procedures for safeguarding the rights and safety of subjects.

11. Please attach copies of all instruments, informed consent procedures, consent forms, and debriefing procedures.

Proposer’s signature ___________________________________________ Date____________________

Advisor’s signature ___________________________________________ Date____________________
(in applicable)