

Application for Expedited Review

Project Information

Title of Project: _____

Principal Investigator(s) Names: _____

Date of Submission: _____

Brief Description of Project:

If your proposal meets the criteria to complete the expedited protocol, provide answers to the items below, and submit copies of any questionnaires, measurement instruments, interview protocols, and assent or consent statements used in the research. Assent and consent forms must be on University, College, or agency letterhead. If you are not including a consent form, submit a copy of the information provided to participants.

1. Using categories described in the Expedited Review Guidelines, please describe the research activity and identify which category of expedited research that you believe applies to your research.

2. Does the research present no more than minimal risk? Minimal risk means that the probability and magnitude of harm or discomfort anticipated in the research are not greater in and of themselves than those ordinarily encountered in daily life or during the performance of routine physical or psychological examinations or tests. If the research presents more than minimal risk, then this application should not be used. Instead, you will need to fill out the application for full review. Please respond yes or no.



3. Could the identification of subjects put them at risk of criminal or civil liability, or be damaging to the subjects' financial standing, employability, insurability, reputation or be stigmatizing? Please respond yes or no. _____

4. If the answer to this question is yes, then state whether reasonable and appropriate protections will be implemented so that risks related to invasion of privacy and breach of confidentiality are no greater than minimal: If the answer to this question is no, then this application should not be used. Instead, you will need to fill out the application for full review. Please respond yes or no.

5. Is the research classified? Expedited review cannot be used for classified research. Instead, you will need to fill out an application for full review. Please respond yes or no.

6. List the hypotheses or research questions.

7. Describe the research method(s) (observation, experimental, etc.) to be used.

8. What are the likely characteristics of study participants (e.g. students, race/ethnicity, gender, sexual orientation, marital status, etc.)? What characteristics would exclude people (who are otherwise eligible) from this study (e.g. pregnancy, disability, medications, etc.)?

9. Identify whether the following special groups will include the following potential research subjects. Respond to each category with one of the following: Included, May be Included, or Not Included.

Minors (under age 18) _____
Human Fetuses or Neonates _____
Institutionalized Persons _____
Cognitively Impaired Persons _____
Economically or Educationally Disadvantaged Persons _____
Elderly (over age of 65) _____

10. How many research subjects are expected in the above groups, if any? If the study includes such subjects, what additional safeguards have been included to protect the rights and welfare of these subjects?
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11. Outline the procedures for recruitment and inclusion criteria for subjects (justify the involvement of any subjects in the groups listed in paragraph 3 above), and any compensation for participation. Include copies of any proposed recruitment materials, including scripts, flyers, letters, e-mails, etc.
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12. Describe the role of human subjects, including what they will be asked to do and whether deception will occur. If the project involves deception attach a copy of the debriefing statement explaining the deception to research subjects.
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13. Describe all measurement procedures. Attach copies of any survey instruments, interview guides, or other measurement documents to be used.
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14. Describe the length of time subjects will participate in this project.
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15. Describe any risks (e.g. injury, stress, discomfort, invasion of privacy, and other psycho-social or physiological risks) to the research subjects that might arise from participation in the study.
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16. State whether the study overall is designed to minimize the risks involved. Risks to subjects are minimized:
- by using procedures which are consistent with sound research design and which do not unnecessarily expose subjects to risk, and
 - whenever appropriate, by using procedures already being performed on the subjects for diagnostic or treatment purposes.
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17. Describe the possible benefits of participation to the subject.

18. Describe the possible benefits to society.

19. Describe the possible benefits to students or St. Louis Community College.

20. Submit all proposed consent forms (on St. Louis Community College letterhead) and indicate:

- a. who will obtain the consent
- b. the manner in which it will be obtained
- c. who will maintain the consent documentation
- d. how the consent documentation will be secured

21. Explain how the privacy of subjects will be assured (or why the subjects would not be at risk if their identity were disclosed).

22. Explain how the confidentiality of consent forms and data will be protected (e.g. use of pseudonyms in reports, elimination of identifiers in data, coding system to track responses, identifiers and data kept in separate locked files, etc.).

23. Is this research externally funded? If so, identify the funding source and include a copy of the grant/funding application.

Investigator Name: _____

Signature: _____

Date: _____



Application Submission Checklist

The following documents must be completed and submitted with this application:

1. Investigator Information Sheet
2. Human Subject Assurance Training Completion Certificates
3. Acknowledgment of Informed Consent Guidance
4. Informed consent form(s) to be used in the study
5. Research Sponsor Form