

IRB Essentials:

All research team members need to complete the Human Subjects Research course in CITI before the IRB application can be approved. This includes the faculty advisor and students. CITI:

You need to have final, written IRB approval before you begin. All consent forms and study materials must be approved by the IRB before being used.

It's fine if you've already started a literature review, but the IRB review and approval must be completed before you involve any human subjects in your research, including any study advertisement or subject recruitment.

Office of Research Assurances (ORA)
Morrill Hall, Room 114

University of Idaho

Institutional Review Board (IRB)

Protecting the rights and welfare of human subjects involved in research activities



What is the Institutional Review Board (IRB)?

As Federally mandated, The University of Idaho IRB is an ethics committee composed of scientists and non-scientists who serve as advocates for human subjects involved in research. The IRB is charged with the responsibility of reviewing and overseeing human subjects research conducted by UI researchers.

The IRB reviews research projects which involve human subjects to ensure that the three ethical principles of the Belmont Report are upheld.

- *Respect for persons* by obtaining informed consent for participation.
- *Beneficence* entails an obligation to maximize benefits and minimize risk.
- *Justice* requires that the benefits/burdens of research be distributed fairly.

Not sure if your project will need IRB review?

- Call the IRB office – we can advise on if you need to submit an IRB application.
- We're also available to do a project consultation or pre-review with you in-person or by phone.

Levels of review for IRB determination

- Full [convened] Committee Review-greater than minimal risk
- Expedited Review-no more than minimal risk
- Exempt Review-less than “minimal risk”
- Not Human Subjects Research

How do I get started?

IRB applications must be submitted using the online system VERAS (Vandal Electronic Research Administration System) found here: <https://veras.uidaho.edu>

You can log in using your UI username and password and will be prompted to request an account if you are not in the system.

Click on “Add a New Study” and fill out the application form. You will be prompted to upload study documents including consent forms, surveys, recruitment materials, and approvals.



How long is the process?

Providing that you (and your research team) have done your part in completing the Human Subjects Protection course through CITI and submitting all of the correct documents, then the IRB office can usually process Exempt reviews within one business week and Expedited reviews within two to three business weeks. If we need to contact you for additional information or corrections, however, then it will depend on how quickly you can get that information back to us.

Please note that projects which present “greater than minimal risk” to subjects will need to be reviewed by the fully-convened IRB committee, which meets once a month during the academic year. In this case, you should allow four to eight weeks until final approval may be obtained.

Contact Us

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<https://www.uidaho.edu/research/faculty/research-assurances/human-protections>