



2022 Northeastern University Research Enterprise Services

Human research protection program educational retreat

Agenda

In-person: Curry Student Center #440 – space is limited, please register early

Virtual: Zoom information and link will be shared with attendees after registration

Day 1: Monday, November 14, 2022

All times in EST.

10:00 – 10:15 AM	Welcome & Kickoff
10:15 – 11:15 AM	Overview of the Human Research Protection Program & IRB <ul style="list-style-type: none">• Definition of “human subjects research”• What is under the purview of the IRB?• Risk categories & review types• Roles & responsibilities
11:15 – 11:20 AM	Break
11:20 – 12:10 PM	What is eligible for exemption? <ul style="list-style-type: none">• Exempt categories• Common Rule change impacting exempt research• Required elements for submitting an exempt protocol• Modifying an approved exempt protocol
12:10 – 1:00 PM	Lunch
1:00 PM – 2:00 PM	Expedited Review <ul style="list-style-type: none">• Expedited categories• Common Rule change impacting Expedited research• Required elements for submitting an Expedited protocol• Modifying an approved Expedited protocol• When is renewal required for Expedited protocols?
2:15 – 3:15 PM	7 Criteria for Approved IRB Protocols
3:15 – 4:00 PM	Running an IRB Meeting <ul style="list-style-type: none">• When is full board review required?• How and what should members prepare?• What needs to be discussed?



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In-person: Curry Student Center #348 – space is limited, please register early
Virtual: Zoom information and link will be shared with attendees after registration

Day 2: Tuesday, November 15, 2022

All times in EST.

10:00 – 10:45 AM	Preparing and documenting IRB Review <ul style="list-style-type: none">• Meeting agendas & minutes• What needs to be retained in a protocol file?• Reporting & metrics
10:45 – 11:00 AM	Break
11:00 AM – 12:00 PM	Dealing with the unexpected <ul style="list-style-type: none">• Unanticipated events• Protocol deviations• Audit preparation
12:00 – 1:00 PM	Lunch
1:00 – 2:00 PM	Informed Consent <ul style="list-style-type: none">• Waiver of consent• Waiver of documentation• Assent forms & process• Non-English consent documents
2:00 – 3:00 PM	Vulnerable Populations and Other Considerations for IRB Review
3:00 – 4:00 PM	Decreasing burden, increasing efficiency, and working with what we have

***Schedule is subject to change, but finalized by Friday, November 11, 2022.*