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| Institutional Review Board | | **CONTINUING REVIEW SUBMISSION**  **CHECKLIST** |
| **REQUIREMENT**  NOTE: Submit the following documentation to [IRB\_Office@thechristhospital.com](mailto:IRB_Office@thechristhospital.com). Submission must be completed in its entirety at least 21 days prior to meeting. Full Board meetings are held on the 2nd Tues. of each month. Materials submitted without the required signatures may delay review. | | |
|  | Documents required with submission for all studies requiring continuing review  Continuing Review Report, signed by PI or designee | |
|  | Documents as applicable to the research study-  ICF(s), most recent “clean” version for approval stamping (studies which remain active and enrolling subjects)  Protocol Deviation Tracking Log (observational and interventional clinical studies)  Disclosure of Financial Interest forms for any key research personnel that have had changes since the last review  CITI Course Transcripts (HSR Core for Non-Biomedical Studies, HSR Core and Good Clinical Practice (GCP) for Biomedical Studies), if not already on file with the IRB  Annual Report (if not previously submitted)  DSMB Report (if not previously submitted)  Protocol Amendment (if not previously submitted)  Any other relevant documentation for consideration | |