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|   Institutional Review Board | **NEW PROTOCOL SUBMISSION CHECKLIST****- Reliance Agreement Submission** |
|[ ]  Obtain TCH protocol # from IRB Office at IRB\_Office@thechristhospital.com |
|[ ]  Documents required with all submissions[ ]  Reliance Agreement Application[ ]  PI Assurance and Responsibilities (signed by PI)[ ]  Departmental Assurance and Responsibilities (signed by Department Head)[ ]  Disclosure of Financial Interest forms for all key research personnel[ ]  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[ ]  Protocol[ ]  ICF(s) containing Local Context Information |
|[ ]  Documents as applicable to the research study-[ ]  Recruitment Materials[ ]  Data Collection Tools[ ]  Any relevant grant applications[ ]  FDA IDE Approval Letter (IDE studies)[ ]  FDA IND Approval Letter (IND studies)[ ]  Investigator Medical License (as applicable, if not already on file with the IRB)[ ]  Investigator CV (if not already on file with the IRB)[ ]  Any other relevant documentation |