



2021 IRB Meeting Schedule and Deadlines

Meeting Date	Submission Deadline	Mail Date to Board
January 12, 2021	December 22, 2020*	December 29, 2020*
February 9, 2021	January 19, 2021	January 26, 2021
March 9, 2021	February 16, 2021	February 23, 2021
April 13, 2021	March 23, 2021	March 30, 2021
May 11, 2021	April 20, 2021	April 27, 2021
June 8, 2021	May 18, 2021	May 25, 2021
July 13, 2021	June 22, 2021	June 29, 2021
August 10, 2021	July 20, 2021	July 27, 2021
September 14, 2021	August 24, 2021	August 31, 2021
October 12, 2021	September 21, 2021	September 28, 2021
November 9, 2021	October 19, 2021	October 26, 2021
December 14, 2021	November 23, 2021	November 30, 2021

*Due to holiday, materials deadline and mail date are moved to Monday.

All meetings of the IRB are held the second Tuesday of the month at 7:30 a.m.

When investigators determine that they have a protocol to be presented, they are to call the IRB office at 585-2298 to procure a protocol number, **the allotted number must be placed BOLDLY in the top right corner of the front sheet of each packet of the research outline.** The packet is comprised of the IRB coversheet, IRB Study Application, Informed Consent Form, Full or Partial HIPAA Waiver (if applicable), Investigator's Brochure (if applicable), and any additional supporting documentation.

Investigators who have new protocols on the agenda are asked to attend the meeting when their study is presented in order to give a brief explanation of the protocol and to answer questions from the board members. Appointed times for presentations will be given prior to the meeting.