

Northwest Missouri State University IRB Information

An Institutional Review Board (IRB) is a unit whose role is to review proposed and ongoing human subjects research within an institution to ensure that the guidelines for protection of human research subjects are being followed as outlined in [45 CFR 46](#) by the United States Department of Health and Human Services (HHS) Office for Human Research Protections (OHRP) under section 45 CFR 46 of Regulations and Policy. At Northwest, this means that the purpose is to make sure that all human subjects research being conducted on campus, or by investigators affiliated with the university, meets these guidelines for ethical research.

The Northwest IRB reviews human subjects research for its adherence to ethical guidelines only. Project approval by the Northwest IRB should not be interpreted as an endorsement of the research questions being investigated. In addition, research with non-human animals is beyond the scope of the IRB and should be reviewed by the Northwest Animal Welfare Committee.

Quick Start Guide:

1. Review the Northwest Missouri State University IRB website and associated Menu options at <https://www.nwmissouri.edu/fsenate/irb/index.htm>
2. Pay close attention to the following documents accessible on the website: *IRB Purpose*, *Northwest IRB Submission Guide*, and *Northwest IRB Application*
3. Complete CITI Training—*Social- Behavioral-Educational Comprehensive*. Information and access to CITI Training can be found on the IRB website. Please note each PI and/or researcher must complete CITI training and submit certificate of completion with IRB application.
4. Complete the *Northwest IRB Application* and gather required documentation based on what is requested in the application, e.g., Informed Consent, surveys, promotional materials, etc.
5. Use the *Informed Consent Template* to design your informed consent document. If you use any audio or video recording of human subjects in your project, please additionally include an audio-visual consent based on the *Audio-Visual Consent Template*
6. Submit all materials and direct questions to the IRB Committee at irbnwms@nwmissouri.edu