



Independent Review Consulting, Inc.

Phone: 415-485-0717 www.irb-irc.com Fax: 415-485-0328

IRB Authorization Agreement

Form 4.43
ver. 0606.23

This document is an agreement that authorizes IRC's IRB to be your IRB of record for your FWA. Please note that there is a one time \$500 fee associated with this service. Make sure to include the following items:

- Your Institutional Policy for Human Research Protection
- OHRP Training Certificate copies
- One copy of your FWA submission
- Two signed copies of this form (one for us – one for you)

A. Institutional Information

Institution Name	
Division (if applicable)	
Mailing Address	
City, State, ZIP	
Website	
Are you a public or private entity?	<input type="checkbox"/> Public <input type="checkbox"/> Private

B. Personnel Information

CEO	
Title	
Phone #	

Institutional Officer	
Title	
Phone #	

Human Research Administrator	
Title	
Phone #	

C. Policy Information

Please include a copy of your Institutional Human Research Protection Program policies with the submission of this document. As a quick reference please point out each of the following sections by page or section number.

Compliance monitoring program.	
Education regarding Responsible Conduct of Research (RCR) for investigators.	
Education regarding responsibilities of research for management.	
When was your program last revised?	



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	Organization A (IRC)	Institution B (You)
IRB #	IRB00000762	
FWA # (if applicable)		

D. Agreement

Obligations Organization A (IRC)

IRC is responsible for:

- Assuring that the IRB meets all the human subjects protection requirements for initial and continuing review under the Common Rule (45 CFR 46).
- Following written procedures for reporting all relevant IRB findings and actions to appropriate officials at your institution.
- Making relevant minutes of IRB meetings available to your institution upon request.
- Maintaining confidentiality of all relevant documents and decisions.
- Possessing sufficient staff and resources to ensure proper IRB operation.

Obligations Institution B (You)

Your institution is responsible for:

- Ensuring compliance with the IRB's determinations (and with the Terms of your OHRP-approved Assurance if applicable).
- Possess an institutional program for the protection of human subjects that includes a written policy.
- Maintain an educational program that includes Responsible Conduct of Research (RCR).
- Retain sufficient liability insurance to support the indemnification agreements signed for IRC (see form 4-50).
- Periodically reviewing your internal policy and informing IRC of relevant changes.

You agree that your institution will rely upon IRC's IRB for both initial and continuing review of your research concerning human subjects as it applies to (please select one):

- Grant Review
- Multiple protocols
- The following specified protocol,

Project Name	
PI Name	
Funding Agency	
Award # (if any)	

Erica Heath

Print Name

Signature

IRC President, CIP, MBA

Title

Date

Print Name

Signature

Title

Date