

UPDATED MPH INTERNSHIP IRB SLIDES

For Spring 2017 and Summer 2017 Internships Only

The Internship Plan:

Human Subjects Approval Process (IRB)

- While the majority of MPH Internships are intended for educational purposes and do not constitute research, all students are required to complete the **Determination of Human Research Form**.
 - ▣ Signed, hard copy to MPH Coordinator as part of packet
 - ▣ Electronic copies to:
 - MEZCOPH Research Office: suzanna@email.arizona.edu
 - Internship Committee Chair
- <http://rgw.arizona.edu/compliance/human-subjects-protection-program/human-subjects-protection-program-forms/applications-irb-review-and-approval-protocols>

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- Some notes about common types of projects:
 - ▣ Program evaluations and/or quality improvement projects generally do NOT require IRB approval
 - ▣ Using de-identified data for secondary data analysis without access to original identifiers generally do NOT require IRB approval
 - ▣ Activities directly intended to alter public policy will likely require an IRB application
 - ▣ All MPH internship projects hold potential to be published. However, projects determined NOT to be research should not be described or labeled as research in any portion of the publication document.

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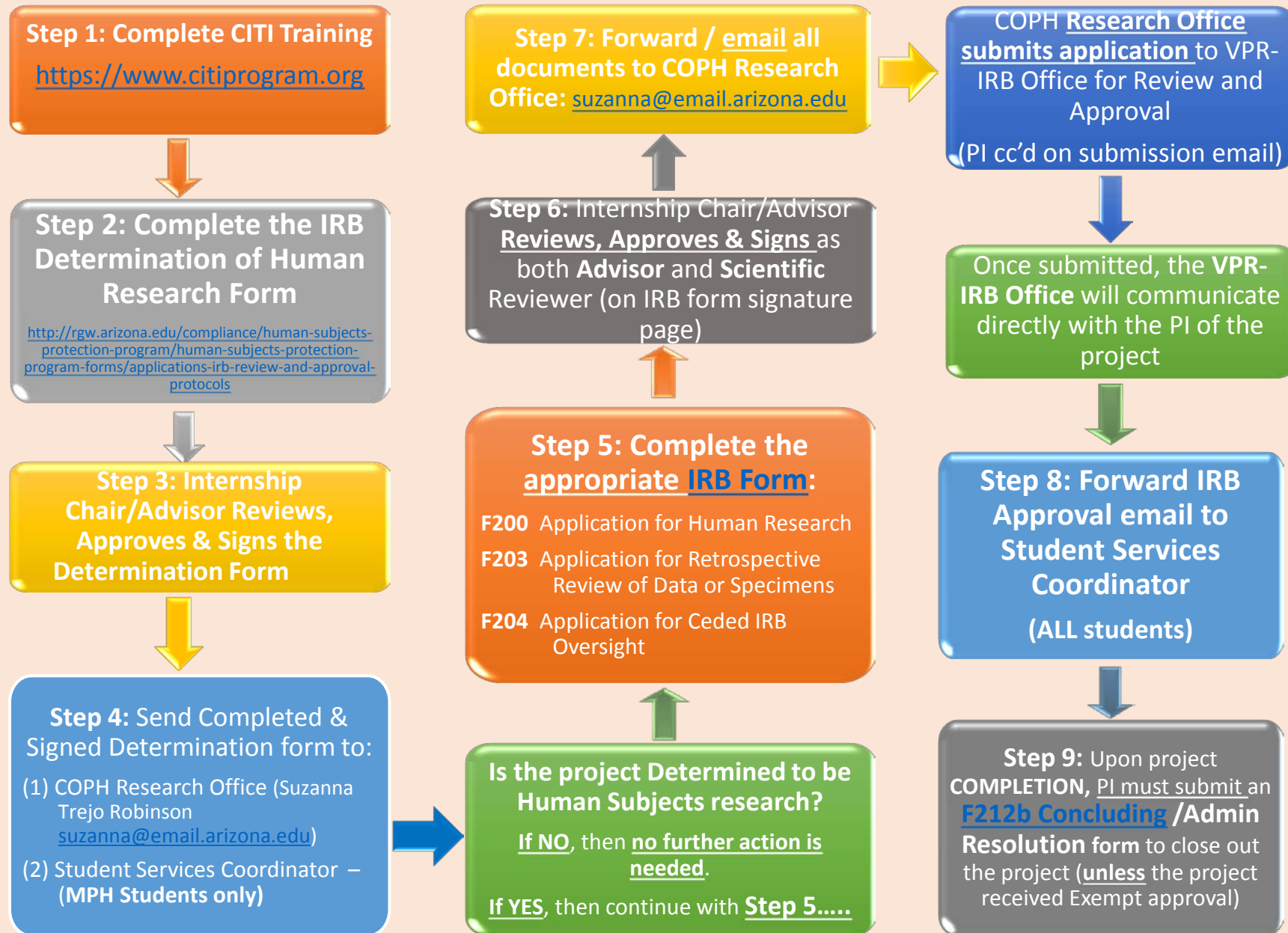
- Students whose project is concluded to be research per the review of the Determination of Human Research form must submit one of the following IRB Applications most appropriate to the proposed project:
 - ▣ **F200 Application for Human Research** – involves collection of data from/interaction with human subjects
 - ▣ **F203 Application for Retrospective Review of Data or Specimens** – involving existing records review, data abstraction and analysis
 - ▣ **Previously IRB Approved Projects**
 - **F109 Amendment of Key Personnel** – Previously approved projects from the UA-IRB
 - **F204 Application for Ceded IRB Oversight** - Previously approved projects from an institution outside of the University of Arizona
- **We advise you to work with your internship advisor when completing these forms**

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- After completing one of the appropriate IRB Application:
 - ▣ The Internship Chair now reviews, approves and signs as both the “Advisor” AND the “Scientific Reviewer” on the application signature page
 - ▣ Once signed by the Internship Chair, the application is sent to the MEZCOPH Research Office, Suzanna Trejo-Robinson, suzanna@email.arizona.edu
 - Do not pay attention to the HSPP submission instructions, which say the PI should submit directly to the IRB Office
 - ▣ Finally, the application is sent by the MEZCOPH Research Office to U of A IRB Office for final approval. The Office of Human Subjects protection must approve the project before any human research-related internship project is initiated

MEZCOPH IRB Review & Submission Process (MPH/MS/Doctoral Projects)



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- Determination of Human Research form and any subsequent IRB Application should be reviewed with your Internship Committee Chair and follow the process as outlined on the flowchart
- If you have questions about your project related to Human Subjects' Protection Office policies, please contact the MEZCOPH Research Office: Suzanna Trejo, suzanna@email.arizona.edu or the IRB Office directly.