



Application to Submit Protocols for Western IRB Review

IMPORTANT NOTICE: Before submitting this application to the Office of Compliance, please verify that it has all the required signatures.

You should attach the following documents to this application, if applicable

1. Research Proposal
2. Informed Consent Documents.
3. A letter from the performance site establishing a cooperation agreement and their responsibilities toward this project.
4. Copy of the Human Subjects Protection Certificate and HIPAA required training certificate for all personnel.
5. Include original and one copy of all the documents

PROTOCOL INFORMATION

Project Title:

Sponsor:

Sponsor Protocol Number:

Principal Investigator	
School	
Department	
Office Num.	
Telephone	Fax
Mailing Address	
E-mail	

I intend to submit this new research protocol to WIRB. The following documents are enclosed to meet institutional requirements and to provide the MSC IRB with all the information needed to open a study file. I also understand the UPR MSC Office of Compliance will invoice a \$500.00 standard processing fee.

DOCUMENTS SUBMITTED

- Application Form
- Letter of Authorization to WIRB
- Protocol
- Informed Consent Document (English Version)
- Informed Consent Document (Spanish Version)
- Human Subjects Training Certificate
- HIPAA Required Training Certificate
- Other (Specify)

Signature of Principal Investigator

Date

DEPARTMENT DIRECTOR ASSURANCE STATEMENT

This is to certify that I have reviewed this research protocol and I attest to the competency of the investigator(s) to conduct the project and I authorize the Principal Investigator to conduct the Study under this Faculty/ Department

Department Director (Printed Name) Date

Department Director's Signature _____

To be completed by the Office of Compliance

Date Reviewed: _____

After reviewing this research protocol the following decision was made:

- Protocol qualifies for submission to WIRB.
- Protocol does not qualify for submission to WIRB.

Reason for disapproval:

Signature of WIRB Liaison

Date

