

Departing Faculty Members Name:

Department:

Date of Departure:

Appendix E: Human Subjects Research Studies

UHCMC Administration Office 216 844-1529

Background: In order to ensure compliance with applicable law and Institutional policies faculty departing CWRU with active human subjects research protocols and projects should follow the UHCMC IRB Guidelines described below.

UHCMC IRB Administrative Guidelines for Departing CWRU Faculty with Approved Human Subjects Research Studies that is led by CWRU or UHCMC

Faculty listed as Principal Investigators (PI) on UHCMC IRB approved studies must notify their Department and contact an IRB Specialist in the UHCMC IRB Administration Office at 216-844-1529 at least 60 days before departure to facilitate and discuss the status and plan for all open studies and existing data and records.

Faculty have four options for handling active IRB Protocol(s) when they are leaving the university.

- a. Close the Protocol completely without plans to transfer or continue the study.
- b. Close the Protocol at UHCMC and transfer the project to the new institution.
- c. Keep study open at UHCMC and open at new site also.
- d. Keep study open solely at UHCMC.

I acknowledge that I have worked with the UHCMC IRB to properly handle IRB protocols.

Faculty Member Signature:

Date:

Department Administrator Name:

Date:

Department Administrator Signature:

Appendix E is to be returned as part of the completed Faculty Member Departure packet.