



Wichita State University Institutional Review Board (IRB) Oversight Determination Worksheet

Project Title:

Principal Investigator:

Funding Source:

PI on Grant or Contract:

Proposal #:

RTT contact for the grant or contract:

This form is intended to assist researchers in determining whether or not a project involves research with human subjects and whether or not WSU is engaged in research. The IRB Office will make the final determination and issue a formal determination for your records.

SECTION 1 – Description

Provide a description of the project, including what people will be asked to do and what data will be accessed or collected:

SECTION 2 – Questions

The project involves interviews, focus groups, surveys, questionnaires, etc.	Yes	No
A copy of the planned or sample questions are attached.	Yes	N/A

SECTION 3 – Funding

Funding application, contract, and/or data use agreement is attached.	Yes	N/A
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SECTION 4 – Purpose

Is the purpose of the project is to:

a) generate information that may be broadly applied to the group or condition under study	Yes	No
b) develop a tool or method that could be used to create generalizable information	Yes	No
c) conduct a pilot study that may inform a funding application or larger study	Yes	No
d) submit a manuscript for publication	Yes	No
e) present at a conference	Yes	No
f) complete a thesis or dissertation with placement in WSU Library	Yes	No
g) provide an education experience for a WSU student	Yes	No
h) evaluate improve or inform practice, program, or curriculum	Yes	No
i) conduct quality improvement or assurance activities	Yes	No
j) fulfill a contractual agreement (e.g., fee-for-service) without academic credit	Yes	No

Comments or further explanation of the above:

SECTION 5 – Human Subjects

Is the project *about* one or more living individuals? Yes No

Is the project *about* a company, practice, policy, or similar, rather than a person; and is that clear in the project description and data collection instruments? Yes No

Does the project involve (see link at the bottom of the page for definitions):

a) an intervention or interaction with these individuals?	Yes	No
b) identifiable information or specimens from these individuals?	Yes	No
c) private information about these or other individuals?	Yes	No
d) pre-existing data collected for a reason other than this project? ¹	Yes	No

Comments or further explanation of the above:

SECTION 6 – WSU Engagement

WSU is the primary awardee on a grant or contract Yes No

WSU is a sub-awardee on a grant or contract Yes No

WSU is the only site of research Yes No

WSU employees or students are:

a) obtaining consent or assent from human subjects	Yes	No
b) interacting or intervening with human subjects	Yes	No
c) obtaining/receiving identifiable, private information or biological samples	Yes	No

Comments or further explanation of the above:

PI signature

Date

Email completed worksheet and all relevant attachments to: IRB@Wichita.edu

¹Office for Human Research Protections website. "Guidance on Research Involving Coded Private Information or Biological Specimens." <http://www.hhs.gov/ohrp/policy/cdebiol.html>