



IRB
 190 E. Bannock
 Boise, ID 83712

Application for Exempt Protocol Review

All items on the application form must be completed. Attach additional sheets if more space is needed to answer the question. The contents of this application and attachments will be kept confidential within the limit of the law. For information and assistance, visit the Institutional Review website: <http://www.stlukesonline.org/research/index.php> or call (208) 381-1406.

Submit the following:

Submitted	Required Items
	Completed application
	Research project (copy of thesis or dissertation - student project)
	One copy each of the PI's and key research personnel's certificate of completion of the CITI on-line human subjects protection course (www.citiprogram.org)
	One signed copy of PI's and sub-PI's conflict of interest questionnaire
	One copy of the PI's curriculum vitae, if you are submitting for the first time.
	One signed copy of PI's Research Misconduct Policy Declaration, if not on file.

PROJECT TITLE

I. Signatures & Contact Information

Signature of Principal Investigator: _____ **Date** _____

Principal Investigator:
 Phone Number:
 Address:
 Fax:
 E-Mail:

Signature of Faculty Sponsor (For student.): _____ **Date** _____

Name:
 Title:
 Department:
 Phone Number:
 Address:
 Fax:
 E-Mail:

List all co-investigators, sub-investigators, and key research personnel. Key research personnel include individuals who are involved in the design, or conduct of a study or who have significant contact with the human subject, subject identifiable information, or data about a subject during the course of a study.

Name	Title	Address	Phone

Check all sites where research will be conducted:

- St. Luke’s Boise St. Luke’s Meridian St. Luke’s Magic Valley RMC St. Luke’s Wood River
- St. Luke’s MSTI Boise Meridian Nampa Twin Falls Fruitland
- Other - please list

II. Exemption Criteria

To qualify for exempt status, the research must meet all of the following criteria (a-f):

- a. Be of minimal risk to the subjects (minimal risk means the probability and magnitude of harm or discomfort anticipated in the research is not greater in and of themselves than those ordinarily encountered in daily life or during the performance of routine physical or psychological examinations or tests); AND
- b. Must not involve pregnant women, prisoners or mentally impaired persons; AND
- c. Must not include survey research with minors unless involving standard educational activities (e.g., educational tests) within the particular education system; AND
- d. Must not include observation of a minor’s public behavior unless there is no researcher interaction, AND
- e. Research must not involve video or audio recording of subjects; AND
- f. Must be in one or more of the following categories:**

Check the appropriate category or categories below that qualify the proposed research for exemption:

- 1. Research settings, involving normal educational practices, such as (a) research on regular and special education instructional strategies, or (b) research on the effectiveness or the comparison among instructional techniques, curricula, or classroom management methods.
- 2. Research will involve the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior, unless the subjects can be identified directly or through identifiers linked to the subjects and disclosure of responses could reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability or reputation.
- 3. Research will involve the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures, or observation of public behavior that is not exempt under item (2) above, if (a) the subjects are elected or appointed public officials or candidates for public office; or (b) Federal statute(s) require(s) that the confidentiality or other personally identifiable information will be maintained throughout the research and thereafter.
- 4. Research will involve the collection or study of existing data, documents, records, pathological specimens, or diagnostic specimens, if these sources are publicly available or if the information is recorded by the investigator in such a manner that subjects cannot be identified directly or through identifiers linked to the subjects.
- 5. Research and demonstration projects which are conducted by or subject to the approval of federal agency sponsoring the research, and which are designed to study, evaluate or otherwise examine (a) public benefit or service programs, (b) procedures for obtaining benefits or services under those programs, (c) possible changes in or alternatives to those programs or procedures, or (d) possible changes in methods or levels of payment for benefits or services under those programs.
- 6. Taste and food quality evaluation and consumer acceptance studies, if (a) wholesome foods without additives are consumed, or if (b) a food is consumed that contains a food ingredient at or below the level and for a use found to be safe, by the Food and Drug Administration or approved by the Environmental Protection Agency or the Food Safety and Inspection Service of the U.S. Department of Agriculture.