

What does the SBU Research Review Board Look For?

The following are a series of questions and statements that the RRB may use in evaluating research proposals.

Selection of human research participants:

- Will the selection process be equitable?
- Will the selection be free from coercion?
- Will the participants' participation be voluntary?
- In what setting will the participants be selected?
- How will the selection be relevant to the purpose of the research?

Welfare of human research participants:

- Will the researcher do everything necessary to protect the participants' health, safety, overall well-being and right to privacy?

Special protection:

- In the case of research involving students, employees, minors, pregnant women, mentally ill, physically disabled or prisoners, will extra care be taken to protect their rights and welfare?
- What specifically will be done to protect these participants?

Minimizing risk:

- Are the methods to be used in testing consistent with sound research design?
- If possible, will the researcher use methods of research that are commonly used for diagnostic or treatment procedures?
- Will the researcher do everything possible to minimize the potential harm to the test subject?
- Do the benefits to the participant outweigh the potential costs of the research?
- Are the risks reasonable in comparison to the information that may be gleaned from the study?

Informed consent:

- Will the researcher take special care to avoid coercion or undue influence when obtaining consent from test participants?
- If using minors, will consent be obtained from the parent or guardian? Also, will assent be obtained from the minor, unless the minor is incapable of giving it?
- Does the informed consent form include:
 - Statement that the project is research
 - Explanation of the scopes, aims and purposes of the research
 - Procedures to be followed
 - Duration of the participants' involvement
 - Any benefits the participant may expect
 - Identification of the principal investigator and name of the sponsoring institution
 - Statement that the project has been reviewed by the SBU Research Review Board
 - Contact information for the SBU RRB
 - If applicable, appropriate alternative procedures or treatments that may be advantageous to subject
 - Reasonable foreseeable risks or discomfort to subject

- If research involves more than minimal risk, include description of compensation for medical treatment if injury occurs
- Description of the extent of confidentiality of the records pertaining to the subject
- Statement that participation is voluntary and subject may choose to withdraw at any time, including the possible consequences of withdrawing from the research
- Offer of researcher to answer any questions participant has regarding research during the consent process
- Will the research subject sign an informed consent form at the onset of the research?
- In cases where the research participants may not submit to research themselves, will the appropriate legally authorized representatives be able to sign the form?
- Will the language of the informed consent form be stated in such a way that the research participants or their legal representatives will understand it? (i.e. watch vocabulary and readability)
- Will the participants be informed of all their rights in the research, which include withdrawing from the study at any time, going through a debriefing session and being informed of the results of the study?
- If participants choose to withdraw from the research or decline participation in the study, will there be no loss of benefits to those participants?
- Will the informed consent be properly documented?
 - Will a copy of the informed consent form be given to the participant?
 - Will the copies of the informed consent form be retained for a minimum of three years after the completion of the research?

Confidentiality:

- Will the researcher monitor the data collection?
- How will the researcher safeguard records?
- Will the researcher keep the test participants' names and identification numbers separate to protect their identities?
- Will the researcher keep records in locked file cabinets or another secure location?