MUSC
Medical University of South Carolina

# IRB Reviewer Checklist Federal Funding Department of Justice

**Reviewer:** **PRO #** **PI:**

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| **This checklist is designed to support the IRB reviewer in evaluation of protocols conducted within the Bureau of Prisons and/or funded by the National Institute of Justice (NIJ)** | | | |
| **National Institute of Justice (NIJ) Funded Studies** | | | |
| 1. | Does the project have a privacy certificate approved by the NIJ Human Subjects Projections officer? | ◯ Yes | ◯ No |
| 2 | Does the informed consent section dealing with confidentiality include a statement that confidentiality can only be broken if the subject reports the probability of immediate harm to self or others? | ◯ Yes | ◯ No |
| 3 | Does the PI have signed Employee Confidentiality Statements for themselves and their research staff? | ◯ Yes | ◯ No |
| 4. | Does the project plan include documentation of the procedure for de-identification of all data, including copies of the informed consent document, data collection instruments, surveys, and other relevant research materials and transmission to the National Archive of Criminal Justice Data? | ◯ Yes | ◯ No |
| **If the answer to any question above is No, the research is not allowable under NIJ guidelines** | | | |
| **Research Conducted Within the Bureau of Prisons (the Bureau)** | | | |
| 1. | Does the project exclude<br>• medical experimentation, cosmetic research and pharmaceutical testing<br>• research that does not contribute to the advancement of knowledge about correction and<br>• research which is incompatible with either the operation of the prison facilities or protection of human subjects? | ◯ Yes | ◯ No |
| 2. | Does the project observe the rules of the institution in which the research is being conducted? | ◯ Yes | ◯ No |
| 3. | Does the project exclude incentives to persuade inmates to participate other than snacks or soft drinks for consumption at the test setting? | ◯ Yes | ◯ No |
| 4. | If incentives are available to non-confined research subjects, are the subjects both<br>• No longer in Bureau of Prisons custody and<br>• Participating in authorized research being conducted by Bureau employees or contractors? | ◯ Yes | ◯ No |
| 5. | Does the project plan include statements restricting when research information which identifies a subject is provided to any person without the subject's prior written consent to release the information. (For example, research information identifiable to a particular individual cannot be admitted as evidence or used for any purpose in any action, suit or other judicial, administrative, or legislative proceeding without the written consent of the individual to whom the data pertains.) | ◯ Yes | ◯ No |
| 6. | Does the project plan include physical and/or administrative procedures to be followed to:<br>• Ensure the security of any individually identifiable data that are being collected for the project and<br>• Destroy research records or remove individual identifiers from those records when the research has been completed. | ◯ Yes | ◯ No |
| 7. | Does the informed consent include all of the following<br>☐ Anticipated uses of the results of the research<br>☐ A statement that the inmate will be returned to regular assignment or activity by staff as soon as practicable.<br>☐ A statement regarding the confidentially of the research information and exceptions to any guarantees of confidentially required by federal or state law.<br>☐ A statement that participation in the research project will have no effect on the inmate participant's release date or parole eligibility. | ◯ Yes | ◯ No |
| **If the answer to any question is No, the research is not allowable under BOP guidelines** | | | |