State of Connecticut Department of Developmental Services
Office of the Commissioner Institutional Review Board
Application for IRB Review
Attachment A

Request for Exemption from Full Board Review

It is the policy of DDS that all studies involving human subjects or records pertaining to them should be assumed to require IRB review until determined otherwise.

This form is to be completed and submitted to the IRB chair ***as part of the overall application*** only when the investigator is contemplating the initiation of a research project that, in the investigator's judgment, is exempt from full board or expedited review. Only those research activities in which the only involvement of human subjects will be in one or more of the following categories can be submitted to the IRB for consideration as exempt. Your application should contain explicit information on how your project fits into the indicated category. After review, the IRB will send the applicant formal notification of whether or not the proposal qualifies for exempt status.

I have reviewed the procedures of this study and have evaluated the study as exempt from review by the Office of the Commissioner Institutional Review Board under one of the following exemption categories, as delineated in 45 C.F.R. § 46.101(b).

- ❑ 1. Research conducted in established or commonly accepted educational settings, involving normal educational practices, such as (a) research on regular and special education instructional strategies, or (b) research on the effectiveness of or the comparison among instructional techniques, curricula, or classroom management methods.
- ❑ 2. Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observations of public behavior unless: (a) information obtained is recorded in such a manner that human subjects can be identified directly or through identifiers linked to the subjects; and (b) any disclosure of the human subjects' responses outside the research 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 involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures, or observation of public behavior that is not exempt under paragraph (2) of this section if: (a) the human subjects are elected or appointed public officials or candidates for public office; or (b) federal statutes(s) require(s) without exception that the confidentiality of the personally identifiable information will be maintained throughout the research and thereafter.
- ❑ 4. Research involving 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 (Retrospective).
- ❑ 5. Research and demonstration projects which are conducted by or subject to the approval of department of agency heads, 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 (a) if wholesome foods without additives are consumed or (b) if a food is consumed that contains a food ingredient at or below the level and for a use found to be safe, or agricultural chemical or environmental contaminant at or below the level 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.

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Signature of Principal Investigator (Major Advisor if applicable) Date

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Signature of Student (if applicable) Date

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Brief Title of Project