



CALIFORNIA RURAL INDIAN HEALTH BOARD, INC.

Application Checklist

1. Completed IRB Request for Research Approval form a. Exemption Review request: Submit Exemption Claim Form and item numbers 3-7 below. b. Expedited or Full Board Review request: Submit the Request for Research Approval form and item numbers 2-7 below. c. For all research requests: Submit a Cover Letter	<input type="checkbox"/>
2. Documentation of consent procedures (ONLY FOR EXPEDITED AND FULL BOARD):	<input type="checkbox"/>
a. Informed Consent Form	<input type="checkbox"/>
b. Assent Form	<input type="checkbox"/>
c. Parent Permission/Guardian Form	<input type="checkbox"/>
d. Verbal Consent Script	<input type="checkbox"/>
e. HIPAA Authorization Form	<input type="checkbox"/>
f. Grant application or relevant sections of application (e.g. program narrative)	<input type="checkbox"/>
3. All survey instruments or questionnaires to be used	<input type="checkbox"/>
4. All interview questions or topics, in as much detail as possible	<input type="checkbox"/>
5. All scripts for interviews and focus groups	<input type="checkbox"/>
6. All advertisement or recruiting materials	<input type="checkbox"/>
7. Training Certificates (Copies of CITI training record for PI and all personnel involved in the research (if not previously submitted))	<input type="checkbox"/>

****Incomplete applications will be returned to the Principal Investigator (PI) without review.***