

# Institutional Review Board Review of Continuing Research Form

This form should be completed by any principal researcher who has been approved to conduct a study with human subjects as affiliated with Anna Maria College, and that project will be continuing for more than one year. Please complete all aspects of the form and submit it along with supporting documentation by the date stated in the letter received by the IRB Chair.

Note: Students conducting research should do so in consultation with their faculty sponsor. Both the student and faculty sponsor must sign the submission form. The faculty sponsor will submit the form to [IRB@annamaria.edu](mailto:IRB@annamaria.edu). If this proposal has not yet been approved by the research committee of your program or school (as determined by the college department), please do not submit it for IRB review. It will not be reviewed until this requirement has been met.

# Part A: Researcher and Basic Project Information

Project title:

Principal researcher:

Street address:

City, state, zip:

Anna Maria College Email:

School or program:

The principal researcher is (check one):

* Anna Maria College faculty member
* Anna Maria College staff member
* Anna Maria College student
* Other (please explain):

Names and email addresses of other researchers, as applicable:

If an Anna Maria College student is the principal researcher, provide the following information regarding the faculty sponsor:

Name:

Campus Address:

Campus Telephone:

Anna Maria College email:

# Part B: Type of Review Initially Approved

The continued review will follow the same classification as the previous review, unless there has been a major change in the study’s risk to participants. Depending on the level of risk associated with the research, a proposal may be classified as exempt from review, eligible for expedited review, or requiring a full review. Definitions for the types of review are in accordance with federal regulations [45 CFR 46.110] and can be found in the Anna Maria College Manual of Policies and Procedures for Conducting Research with Human Subjects.

* Exempt
* Expedited
* Full Review

# Part C: Acknowledgments and Signatures

This research involves the use of human participants or data governed by other institutions, such as a government agency, private organization (either for profit or non- profit), school, or other entity.

Written approval that permits your continued use of the participants or data is required by the appropriate authority of that institution. Please note that you may have to request approval from the IRB at that entity, and they may request a written notice of the Anna Maria College IRB approval. In this circumstance a formal letter stating that research may be conducted pending IRB approval from Anna Maria College and the entity will suffice to submit your proposal for IRB approval. Once the entity has provided an official decision of their board, the principal researcher must submit a copy of the decision to the Anna Maria College IRB.

I, the principal researcher, have completed the ACRP training regarding Research with Human Participants. The certificate of completion is attached to the end of this form.

I, the principal researcher, attest that all information stated in the Review of Continuing Research Form is true to the best of my knowledge.

Signature of Principal Researcher Date

Signature of Faculty Sponsor (for students only) Date

# Part D: Summary of the Research Conducted

Provide a brief summary of the study conducted since the study began: *Include information regarding the study design, participants and data collection techniques. Discuss any changes to recruitment or data collection tools, or the time frame initially reported in the original IRB Proposal.*

# Part E: Continued Protection of Human Subjects

Risk to Participants: *Provide an assessment of the physical, emotional and/or psychological risk in your study. Explain how you intend to keep participants from being harmed in these ways.*

*Explain any changes in risk to participants.*