Expedited Review Process

1. Investigator submits a complete IRB Protocol Form to the ORC (email: IRBsubmit@auburn.edu). There are no deadlines for expedited submissions.
> • The IRB reserves the right to assign any protocol to Full Board Review.

2. Submissions are reviewed by the IRB Chair or other member(s) as may be assigned by the IRB Chair.
> • Expedited Protocol Reviewers are determined based on the proposed research and experience or expertise of the reviewers.

3. Approvals or reviewer comments, suggestions, or recommendations are communicated by email from the ORC to the investigator.
> • Expedited submissions are reviewed within 15 business days, unless workload or unusual circumstances exist where we are unable to meet this goal.

> • Expedited protocols may be approved, approved pending revisions, or required to be revised and resubmitted for review under this category. However, no research may be disapproved under this process, but will be referred to the Full Board for review.

4. Investigators address comments for protocols which require revisions. A complete revised protocol packet, including a memo outlining how each of the IRB's comments were addressed, must be submitted to the ORC.

5. The IRB or the ORC, depending on the issues, will review the revisions.

6. The investigator will be contacted via email if the revisions do not adequately address the IRB's comments.

7. The investigator will receive written documentation of protocol approval from the ORC along with copies of the stamped version of the approved consent document(s) (Informed Consent or Information Letter).

> • When consenting participants, investigators MUST use the approved consent document which contain the IRB's approval stamp.

> • This allows participants to see that the document has been reviewed and approved by the IRB and that the document approval dates are current.

8. All research reviewed and approved under an Expedited category is reported to the full IRB at convened meetings of the Board.

9. The IRB may approve "Expedited" projects for up to 1 year. Renewal requests must be submitted by the PI prior to the expiration date of the protocol and with sufficient time for the IRB to review and respond to the submission before the protocol expires.

10. A Request for Modification Form must be submitted to the IRB for review and approval prior to implementation of any changes to a project approved as "Expedited."

11. At the completion of the project, Final Report Forms are required to close Expedited Protocols.