

Pre-2018 Common Rule				
SOP: Non-Committee Review Conduct				
NUMBER	DATE	AUTHOR	APPROVED BY	PAGE
HRP-032	12/1/18	T. Bechert	G. Ostrander	1 of 1

1 PURPOSE

- 1.1 This procedure establishes the process for a Designated Reviewer to conduct a Non-Committee Review.
- 1.2 The process begins when the Designated Reviewer has the provided materials.
- 1.3 The process ends when the Designated Reviewer completes the review and returns the completed materials to an IRB staff member.

2 REVISIONS FROM PREVIOUS VERSION

- 2.1 None.

3 POLICY

- 3.1 The Designated Reviewer may not disapprove research.

4 RESPONSIBILITIES

- 4.1 The Designated Reviewer carries out these procedures.

5 PROCEDURE

- 5.1 Review all materials.
- 5.2 Determine the required level of review. (Not Human Research, Human Research not Engaged, exempt Human Research, Human Research approved using the expedited procedure, or Human Research that requires review by a convened IRB.
- 5.3 If consultation is needed follow "SOP: Consultation (HRP-051)."
- 5.4 Execute the "Submit Designated Review" activity.

6 MATERIALS

- 6.1 SOP: Consultation (HRP-051)

7 REFERENCES

- 7.1 21 CFR §56.110(b).
- 7.2 45 CFR §46.110(b).