

CALCULATION OF APPROVAL AND EXPIRATION DATES

Initial Review Approval Period

Initial approval periods are calculated as follows:

Approved at a convened meeting:

- If the project is fully approved at a convened meeting, the date of the convened meeting is the date of IRB approval.
- The date of expiration is based on the date of the convened meeting (minus one day).
- For example, if the IRB meeting date is 10/1/2013, the approval period is 10/1/2013 – 9/30/2014 for an annual approval or 10/3/2013 - 3/31/2014 for a six month approval.

Conditionally approved at a convened meeting:

- If the project is conditionally approved at a convened meeting, the date of IRB approval is the date that the Chair or designee confirms that the conditions are satisfied.
- The date of expiration is one year (minus one day) from the date the Chair or designee confirms that the conditions are satisfied.
- For example, if the project is conditionally approved at a meeting on 10/1/2013, and the conditions are satisfied on 10/15/2013, then the approval period is 10/15/2013 - 10/14/2014 for an annual approval or 10/15/2013 - 4/14/2014 for a six month approval.

Reviewed through Expedited Process:

- If a project is reviewed through an expedited review process, the date of approval is the date the IRB staff confirm that all conditions from the designated reviewers are satisfied.
- The date of expiration is based on the date that the IRB staff confirm that all conditions from the designated reviewers are satisfied (one year minus one day).
- For example, if the IRB staff confirm that the designated reviewer's conditions are satisfied on 10/1/2013, then the approval period is 10/1/2013 – 9/30/2014.

Approval of Modifications

The approval date of a modification is calculated as follows:

- When a modification is approved through an expedited process, the modification approval date is the date that the Chair or designee approves the modification.
- When a modification is reviewed at a convened meeting and is approved at the meeting, the modification approval date is the date of the IRB meeting.
- When a modification is conditionally approved at a convened meeting, the modification approval date is the date that the Chair or designee confirms that the conditions are satisfied.

Approval of a modification does not change the expiration date unless the IRB determines that the modification has significantly changed the risk level of the study and a shorter approval period is warranted.

Continuing Review Approval Period

Continuation approved at a convened meeting:

- If the project is re-approved for continuation at a convened meeting, the approval date is the date of the meeting.

- The expiration date is based on the date of the convened meeting (minus one day).
- For example, if the project is re-approved at a meeting on 10/1/2013, the approval period is 10/1/2013 – 9/30/2014 for an annual approval or 10/3/2013 - 3/31/2014 for a six month approval.

Continuation conditionally approved:

- If the continuation is conditionally approved at a convened meeting, the approval date is the date the Chair or designee confirms that the conditions are satisfied.
- Unlike for initial reviews, the expiration date for continuing review is calculated from the date of the convened meeting (minus one day).
- For example, if the IRB conditionally approves a project on 10/1/2013, and the conditions are satisfied on 10/15/2013, then the approval period is 10/15/2013 - 9/30/2014 for an annual approval or 10/15/2013 - 3/31/2014 for a six month approval.

Continuation reviewed through Expedited Process:

- If the continuation is reviewed through an expedited process, the approval and expiration dates are based upon the review by the designated reviewer. If the research is re-approved without conditions, the approval date is the date of the designated review and the expiration date is one year minus one day from the approval date.
- If the designated reviewer determined additional conditions must be met prior to re-approval, the approval is the date that the IRB staff confirm that all conditions from the designated reviewers are satisfied.
 - The expiration date is one year minus one day from the date of designated review.
 - For example, if the designated review occurred on 9/15/13, and the conditions were satisfied on 10/1/13, the approval period would be 10/1/13 – 9/14/14.