UNIVERSITY OF MARY WASHINGTON
INSTRUCTIONS FOR THE EXPEDITED FORM

Summary of Proposed Research

Rationale: In this section please describe why this research is important. It is appropriate to include a brief literature review that places your proposed study in the context of other relevant research. The IRB will use this rationale to weigh the benefit of the research against any possible risks to the participants.

Methods: You should be specific about what your participants will be asked to do. Make sure that describe your methodology in language that someone outside of your discipline can understand. The IRB reviewers use this information to determine risk to the participants as well as assess the quality of the proposed study.

Characteristics of Participants

These questions are used to ensure that appropriate precautions are taken with special populations. If you are using children, prisoners, pregnant women, or other "protected" groups, the IRB needs to determine that proper procedures are followed. In the recruitment section, please note any compensation that participants will be offered.

Consent

Please be aware that most human subjects research that does not fall into the exempt category requires informed consent from the participant. Researchers should be familiar with the ethical issues surrounding consent and follow both state and federal guidelines when deciding whether or not consent is needed. If participants will be signing a written consent form, please attach a copy of the form to your proposal. If participants will be giving oral consent, please describe in your methodology what they will be told before they agree to participate in the study. All participants under the age of 18 must have consent forms signed by a parent or legal guardian. Although a parent may sign a legal consent form for a child, it is appropriate to get permission (assent) from the child as well. If an assent form is used, please attach it to the proposal. If underage participants will orally agree to participation, please describe the assent process in your methods. Examples of both assent and consent forms can be found on the IRB website.

Confidentiality

Please describe how the participant's data will be protected. Whenever possible use numbers rather than names to keep track of participants so that individuals can remain anonymous.

Risk/Benefit Analysis

As part of the review, the IRB must consider whether the benefits of the research outweigh the costs to the participants. Therefore, please explain in detail the foreseeable benefits of the research as well as the anticipated risk to the participants. If the benefits are clearly stated in your rationale, you do not need to repeat them in this section.