WestVirginiaUniversity®
OFFICE OF HUMAN RESEARCH PROTECTIONS

January 2023 Newsletter

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AAHRPP Site Visit: WVU OHRP and affiliated offices are currently undergoing re-accreditation through the Association for the Accreditation of Human Research Protection Programs (AAHRPP). AAHRPP is an independent, non-profit organization that accredits high-quality human research protection programs in order to promote excellent, ethically sound research. To earn accreditation, organizations must provide tangible evidence—through policies, procedures, and practices—of their commitment to scientifically and ethically sound human research and to continuous improvement. To learn more, visit our AAHRPP Guide webpage.

As part of the process, WVU will undergo a virtual site visit on February 9-10 to evaluate our human research protections program. AAHRPP has selected individuals to be interviewed and WVU OHRP has finalized the schedule. *(Please note: WVU OHRP will have limited availability for routine questions/assistance during the AAHRPP site visit on February 9-10 but will resume regular service Monday, February 13. We appreciate your patience.)*

For interviewees, please visit WVU OHRP's AAHRPP Interview Preparation Guidance webpage. WVU OHRP has created study guides for Researchers/Researcher Staff and IRB Members and invitations have been sent to interviewees for training sessions. If you have any questions or concerns about the process, please contact us at irb@mail.wvu.edu.

Interested in Joining the IRB? The WVU IRB is currently seeking a limited number of new members, specifically medical professionals (MDs, DOs,

RNs, PTs, etc.). Time commitments vary based on service as a full IRB member (required to attend monthly meetings) or as an alternate member (completes reviews on a rolling basis each month). If you are interested in learning more, please email irb@mail.wvu.edu and attach an up-to-date CV.

Planning to recruit via MyChart? Please use the COE MyChart Template with Examples under "WVCTSI Resources" on the WV Center of Excellence (COE) website in order to streamline the advertisement approval process. Please see WVU OHRP SOP 027: Screening, Recruiting, and Advertising for Participant Enrollment, for more information about participant recruitment and advertising.

Reminders:

1. **Upcoming WVU OHRP Office Hours:** Investigators, research staff, and/or students are encouraged to drop into these Zoom sessions at their convenience with questions about ongoing research, developing research projects, the WVU+kc system, general IRB considerations, etc. A variety of staff from OHRP will be available to answer questions and provide support.
   Wednesday, January 18th, 11 am-12 pm
   Thursday, February 2nd 1-2 pm
   See Announcement here for more details.
   Stay up to date by visiting the OHRP calendar periodically and keep an eye out for email reminders from the WVU+kc users listserv.

2. **Do you need a HIPAA Waiver for your QA/QI Submission?** Please note for Quality Improvement, Evidence Based Practice, and Program Evaluation projects conducted by a WVU medicine employee, a HIPAA Waiver is not required. The project is considered to be part of routine job duties (as the project does not meet the definition of research). If you're unsure if you need a HIPAA waiver for your optional WVU+kc NHSR submission, please reference the WVU NHSR Decision Matrix.

Tips and Tricks

1. **Ensure study personnel are trained:** To speed submission review and approval, check study personnel training before submitting a protocol by clicking the "Personnel" tab at the top of the WVU+kc submission and looking at "Person Details" for each person. *Bonus:* Attach a training certificate here if the information does not auto-populate.

2. **Protocol Prep Checklist:** Use WVU OHRP's Protocol Submission Prep Checklist when creating and submitting a WVU+kc protocol. It is linked under Step 5 on WVU OHRP's Get Started Page.

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Contact us at IRB@mail.wvu.edu