



HRP-416 | 2/2/2024

## CHECKLIST: Children

The purpose of this checklist is to provide support for IRB members or the Designated Reviewer following HRP-314 - WORKSHEET - Criteria for Approval when research involves children as subjects. This checklist must be used for all reviews (initial, continuing, modification, review by the convened IRB, and review using the expedited procedure.)<sup>1</sup>

- For initial review using the expedited procedure and modifications and continuing reviews where the determinations relevant to this checklist made on the previous review have changed, the Designated Reviewer completes this checklist to document determinations required by the regulations along with protocol specific findings justifying those determinations. The Designated Reviewer attaches this checklist to “Submit Non-Committee Review” activity. The IRB Office retains this checklist in the protocol file.
- For initial review using the convened IRB and for modifications and continuing reviews where the determinations relevant to this checklist made on the previous review have changed, one of the following two options may be used:
  1. The convened IRB completes the corresponding section of the meeting minutes to document determinations required by the regulations along with protocol specific findings justifying those determinations, in which case this checklist does not need to be completed or retained.
  2. The convened IRB completes this checklist to document determinations required by the regulations along with protocol specific findings justifying those determinations and the IRB Office uploads this checklist in the “Submit Committee Review” activity and retains this checklist in the protocol file.

**Use a separate checklist for each child determination for a study.**

### 1. Submission Information

Basic Information	Submission Details
IRB Number:	Click or tap here to enter text.
Study Title:	Click or tap here to enter text.
Short Title:	Click or tap here to enter text.
Investigator:	Click or tap here to enter text.
Person Completing Checklist (Name):	Click or tap here to enter text.
Date Checklist Completed:	Click or tap here to enter text.

<sup>1</sup> This document satisfies AAHRPP elements I-9, II.4.A, II.4.B, II.5.A, II.5.B

## 2. Pediatric Risk Determination - 21 CFR §50.51-50.54 and/or 45 CFR §46.404-46.407

The research falls into one of the following categories of research involving children.<sup>2</sup> One determination must be checked and documented.

- ☐ **Option 1 – Minimal Risk:** Research involving children under 21 CFR §50.51/45 CFR §46.404 (Check if “Yes”. All must be checked)

☐ No greater than Minimal Risk to children is presented.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ **Option 2 – Greater than Minimal Risk with Direct Benefit to Subjects:** Research involving children under 21 CFR §50.52/45 CFR §46.405 (Check if “Yes”. All must be checked)

☐ The research involves greater than Minimal Risk to subjects

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

☐ The research presents the prospect of direct benefit to the individual subjects.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

☐ One of the following is true. **(Check box that is true)**

☐ The risk to children is presented by an intervention or procedure that holds out the prospect of direct benefit for the individual subject.

☐ The risk to children is presented by a monitoring procedure that is likely to contribute to the subject’s well-being.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

☐ The risk is justified by the anticipated benefit to the subjects.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

☐ The relation of the anticipated benefit to the risk is at least as favorable to the subjects as that presented by available alternative approaches.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ **Option 3 – Minor Increase over Minimal Risk with Generalizable Knowledge:** Research involving children under 21 CFR §50.53/45 CFR §46.406 (Check if “Yes”. All must be checked)

☐ The research involves greater than Minimal Risk to children presented by an intervention or procedure that does not hold out the prospect of direct benefit for the individual subject, or by a monitoring procedure which is not likely to contribute to the well-being of the subject.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

☐ The risk represents a minor increase over Minimal Risk where the researcher has presented sufficient evidence that the procedures, population, and the qualifications of research personnel support all of the following to be true<sup>3</sup>: **(Check boxes that are true. All must be checked.)**

<sup>2</sup> Children” are persons who have not attained the legal age for consent to treatments or procedures involved in the research, under the applicable law of the jurisdiction in which the research will be conducted.

<sup>3</sup> Where “minor increase over minimal risk” is based on SACHRP *Recommendations regarding risk in research involving children*; 18-Apr-2005.

- ☐ The increase in the probability and magnitude of harm is only slightly more than minimal risk.
- ☐ Any potential harms associated with the procedure will be transient and reversible in consideration of the nature of the harm (restricted to time of procedure or short post-experimental period).
- ☐ There is no, or an extremely small probability, that participants will experience as severe the potential pain, discomfort, stress, or harm associated with the procedure.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ The intervention or procedure presents experiences to subjects that are reasonably commensurate with those inherent in their actual or expected medical, dental, psychological, social, or educational situations.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ The intervention or procedure is likely to yield generalizable knowledge about the subjects' disorder or condition which is of vital importance for the understanding or amelioration of the subjects' disorder or condition.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ **Option 4 – Not otherwise approvable research:** Not otherwise approvable research involving children under 21 CFR §50.54/45 CFR §46.407 (Check if “Yes”. All must be checked). Follow HRP-044 - SOP - Not Otherwise Approvable Research as applicable.

- ☐ The research does not meet the requirements of Options 1, 2, or 3

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ The research presents a reasonable opportunity to further the understanding, prevention, or alleviation of a serious problem affecting the health or welfare of children.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

**3. Research Involving Wards of the State** (Check one option below. One determination must be checked and documented.)

- ☐ **Option 1:** This research does NOT involve Wards of the State (Check if “Yes”)
- ☐ **Option 2:** This research does involve Wards of the State or any other agency, institution, or entity under 21 CFR §50.56/45 CFR §46.409 and one of the following risk levels is checked in **Section 2:** [Option 1](#) ( 21 CFR §50.51/45 CFR §46.404) or Option 2 (21 CFR §50.52/45 CFR §46.405). (Check if “Yes”)
- ☐ **Option 3:** This research does involve Wards of the State or any other agency, institution, or entity under 21 CFR §50.56/45 CFR §46.409 and [Option 3](#) ( 21 CFR §50.53/45 CFR §46.406) or [Option 4](#) (21 CFR §50.52/45 CFR §46.407) is checked in **Section 2.**(Check if “Yes” and **complete table below.**)

Check if “Yes”	Wards of the State: Option 3 Criteria (All of the following must be checked and documented):	Provide protocol specific findings justifying this determination

<input type="checkbox"/>	<p>One of the following is true:</p> <p><b>(Check box that is true)</b></p> <p><input type="checkbox"/> The research is related to their status as wards.</p> <p><input type="checkbox"/> The research is conducted in schools, camps, hospitals, institutions, or similar settings in which the majority of children involved as subjects are not wards.</p>	Click or tap here to enter text.
<input type="checkbox"/>	An advocate will be appointed for each child who is a ward, in addition to any other individual acting on behalf of the child as guardian or in loco parentis for research approved under §50.53 or §50.54/§46.406 or §46.407.	Click or tap here to enter text.
<input type="checkbox"/>	The advocate will have the background and experience to act in, and will agree to act in, the best interests of the child for the duration of the child's participation in the research.	Click or tap here to enter text.
<input type="checkbox"/>	The advocate is not associated in any way (except in the role as advocate or member of the IRB) with the research, the investigator(s), or the guardian organization.	Click or tap here to enter text.

#### 4. Adequate Provisions To Solicit the Assent<sup>4</sup> of Children (Check if "Yes". All must be checked)

- ☐ **Assent will be obtained from:** (Check box that is true.)
- ☐ **All children.** (Check if "Yes." One of the following options for documentation of assent must be checked.)
- ☐ Investigator will document assent in the consent signature block.
  - ☐ Other (NOTE: The protocol needs to describe the process of assent documentation)
- ☐ **None of the children.** (Check if "Yes" and **complete the Table for Waiver of Assent** to document the reason why assent is not necessary 45 CFR §46.408(a)/21 CFR §50.55(c).)
- ☐ **Some children.** (Check is "Yes" and **complete the Table for Waiver of Assent** below to document the reason why assent is not necessary 45 CFR §46.408(a)/21 CFR §50.55(c) The protocol needs to describe which children will not be asked for assent.)
- ☐ Investigator will document assent in the consent signature block.
  - ☐ Other (NOTE: The protocol needs to describe the process of assent documentation)

<sup>4</sup> "Assent" means a child's affirmative agreement to participate in research. Mere failure to object should not, absent affirmative agreement, be construed as assent, 45 CFR §46.402(b).

Check if "Yes"	<p align="center"><b><u>Table for Waiver of Assent</u></b></p> <p align="center"><b>Reason Why Assent is Not Necessary</b></p> <p align="center"><b>45 CFR §46.408(a)/21 CFR §50.55(c)</b></p> <p align="center"><i>One or more of the following are true. (Check all boxes that are true.)</i></p>
<input type="checkbox"/>	The capability of these children (taking into account the ages, maturity, and psychological state of the children involved) is so limited that they cannot reasonably be consulted.
<input type="checkbox"/>	The intervention or procedure involved in the research holds out a prospect of direct benefit that is important to the health or well-being of the children and is available only in the context of the research
<input type="checkbox"/>	<p>Assent is waived using the following criteria 45 CFR §46.408(a)/45 CFR §46.116(f)/21 CFR §50.55(d):</p> <p><input type="checkbox"/> The research involves no more than <u>Minimal Risk</u> to the subjects.</p> <p><input type="checkbox"/> The waiver or alteration will not adversely affect the rights and welfare of the subjects.</p> <p><input type="checkbox"/> The research could not practicably be carried out without the waiver or alteration</p> <p><input type="checkbox"/> Whenever appropriate, the subjects will be provided with additional pertinent information after participation.</p> <p><input type="checkbox"/> If the research involves using identifiable private information or identifiable biospecimens, the research could NOT practicably be carried out without using such information or biospecimens in an identifiable format. <b>(NA if research is FDA regulated, is subject to Pre-2018 Requirements OR if does not use identifiable private information or biospecimens)</b> <input type="checkbox"/> <b>NA</b></p>
<input type="checkbox"/>	<p>Waiver of Child Assent under 45 CFR §46.408(a)/45 CFR §46.116€ (Check if "Yes". All must be checked)</p> <p><input type="checkbox"/> The research is not FDA-regulated.</p> <p><input type="checkbox"/> The research or demonstration project is to be conducted by or subject to the approval of state or local government officials</p> <p><input type="checkbox"/> The research or demonstration project is designed to study, evaluate, or otherwise examine one or more of the following: (Check all boxes that are true. At least one must be checked.)</p> <p><input type="checkbox"/> Public benefit or service programs.</p> <p><input type="checkbox"/> Procedures for obtaining benefits or services under those programs.</p> <p><input type="checkbox"/> Possible changes in or alternatives to those programs or procedures.</p> <p><input type="checkbox"/> Possible changes in methods or levels of payment for benefits or services under those programs.</p> <p><input type="checkbox"/> The research could not practicably be carried out without the waiver or alteration.</p>

**5. Adequate Provisions Are Made for Soliciting the Permission of Parents or Guardians<sup>5</sup>** (Check if “Yes”. **One** of the following must be checked)

- ☐ Permission is to be obtained from both parents unless one parent is deceased, unknown, incompetent, or not reasonably available, or when only one parent has legal responsibility for the care and custody of the child.
- ☐ Permission of one parent is sufficient even if the other parent is alive, known, competent, reasonably available, and shares legal responsibility for the care and custody of the child. (**Cannot be selected for the following Pediatric risk levels:** [Section 2, Option 3](#) - 21 CFR §50.53/45 CFR §46.406 or [Section 2, Option 4](#) - 21 CFR §50.54/45 CFR §46.407)
- ☐ Parental permission is waived (Complete documentation in Section 6)

**6. Waiver of Parental Permission** (To be completed only if a parental waiver was checked in Section 5. **One** of the following must be checked and documented.)

☐ **Waiver of Parental Permission under 45 CFR §46.408(c)** (Check if “Yes”. All must be checked.)

- ☐ The research is not FDA-regulated.
- ☐ The research does not involve non-viable neonates.
- ☐ The research protocol is designed for conditions or for a subject population for which parental or guardian permission is not a reasonable requirement to protect the subjects.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ An appropriate mechanism for protecting the children who will participate as subjects in the research is substituted

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ The waiver is not inconsistent with Federal, State, or local law.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

☐ **Waiver of Parental Permission under 45 CFR §46.116(f)** (Check if “Yes”. All must be checked.)

- ☐ The research is not FDA-regulated.
- ☐ The research does not involve non-viable neonates.
- ☐ The research involves no more than Minimal Risk to the subjects.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ The waiver or alteration will not adversely affect the rights and welfare of the subjects.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ The research could not practicably be carried out without the waiver or alteration

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ Whenever appropriate, the subjects will be provided with additional pertinent information after participation.

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<sup>5</sup> “Guardian” means an individual who is authorized under applicable State or local law to consent on behalf of a child to general medical care.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ If the research involves using identifiable private information or identifiable biospecimens, the research could NOT practicably be carried out without using such information or biospecimens in an identifiable format. (N/A if research is subject to Pre-2018 Requirements OR if research does not use identifiable private information or biospecimens) ☐ **NA**

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ Waiver of consent for the storage, maintenance, or secondary research use of the identifiable private information or identifiable biospecimens cannot be granted for those who refused to provide broad consent. **(NA if research is subject to Pre-2018 Requirements OR broad consent not used for the research)** ☐ **NA**
- ☐ Alteration of the consent process can only omit or alter the basic and/or additional elements of consent<sup>6</sup>. **(NA if research is subject to Pre-2018 Requirements OR if waiving informed consent)** ☐ **NA**

☐ **Waiver of Parental Permission under FDA Guidance “IRB Waiver or Alteration of Informed Consent for Clinical Investigations Involving No More Than Minimal Risk to Human Subjects”<sup>7</sup>** (Check if “Yes.” All must be checked.)

- ☐ The research **IS** FDA-regulated.
- ☐ The clinical investigation involves no more than minimal risk (as defined in 21 CFR 50.3(k) or 56.102(i)) to the subjects.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ The waiver or alteration will not adversely affect the rights and welfare of the subjects.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ The research could not practicably be carried out without the waiver or alteration

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ Whenever appropriate, the subjects will be provided with additional pertinent information after participation.

☐ **Waiver of Parental Permission under 45 CFR §46.408(c)/45 CFR §46.116(e)** (Check if “Yes”. All must be checked.)

- ☐ The research is not FDA-regulated.
- ☐ The research does not involve non-viable neonates.
- ☐ The research or demonstration project is to be conducted by or subject to the approval of state or local government officials.

- ☐ Public benefit or service programs.

<sup>6</sup> An IRB may approve a consent procedure that omits some, or alters some or all, of the elements of informed consent set forth in 45 CFR 46.116(b) and (c). An IRB may not omit or alter any of the requirements described in 45 CFR 46.116(a). If a broad consent procedure is used, an IRB may not omit or alter any of the elements required under 45 CFR 46.116(d).

<sup>7</sup> <https://www.fda.gov/regulatory-information/search-fda-guidance-documents/irb-waiver-or-alteration-informed-consent-clinical-investigations-involving-no-more-minimal-risk>.

- ☐ Procedures for obtaining benefits or services under those programs.
- ☐ Possible changes in or alternatives to those programs or procedures.
- ☐ Possible changes in methods or levels of payment for benefits or services under those programs.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.

- ☐ The research could not practicably be carried out without the waiver or alteration.

*Provide protocol specific findings justifying this determination:* Click or tap here to enter text.