

**Application for External Institution/Site IRB to Serve as the IRB of Record**

**Instructions for use:** To be completed when a Binghamton University investigator is submitting an initial request to rely on an IRB outside of Binghamton for a research study in which multiple institutions are engaged.

To make a request please email [hsrrc@binghamton.edu](mailto:hsrrc@binghamton.edu) and include the following:

- This completed form
- A protocol summary or the human subjects section of the grant application, AND the informed consent document (if any recruitment will occur at Binghamton)

<b>Project Title:</b>
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<b>Current Status of the Study</b>
<input type="checkbox"/> Not yet submitted to the external IRB <input type="checkbox"/> Submitted to the external IRB and waiting on approval. <input type="checkbox"/> Protocol and consent document approved by the external IRB

<b>Binghamton Principal Investigator Information</b>	
Binghamton PI Name	
Status (faculty, staff, student)	
Binghamton Department	
Email/Phone	
Names of Any Additional Investigators From Binghamton	
Faculty Advisor (if student PI)	

<b>Funding</b> <input type="checkbox"/> YES <input type="checkbox"/> NO
Funding source(s) <input type="checkbox"/> Federal Government, specify: Direct and Prim/PAF#: <input type="checkbox"/> Other, specify: Direct and Prim/PAF#:
Primary Awardee <input type="checkbox"/> Binghamton University <input type="checkbox"/> Institution requesting to rely on Binghamton as IRB of record <input type="checkbox"/> Other, specify:

<b>External IRB You Are Requesting to Serve as the IRB of Record</b>	
Name of the Institution	

Federalwide Assurance #	
IRB Contact Name	
IRB Contact Email/Phone	
<b>External Institution/Site Lead Investigator Information</b>	
External Investigator Name	
External Investigator Email/Phone	
<b>Binghamton Investigator(s) Activities</b>	
<p><b>Research Site Information (check all that apply)</b></p> <p><input type="checkbox"/> Binghamton is the lead site (overall PI and lead study team are here)</p> <p><input type="checkbox"/> Conducting the full protocol at Binghamton (enrolling and administering the study interventions or procedures)</p> <p><input type="checkbox"/> Only conducting some part(s) of the protocol at Binghamton</p> <p><b>Protocol Procedures Being Conducted by Binghamton Investigator(s) (check all that apply)</b></p> <p><input type="checkbox"/> Recruiting Subjects</p> <p><input type="checkbox"/> Enrollment/Consenting Subjects</p> <p><input type="checkbox"/> Interacting with subjects (surveys, interviews, etc.)</p> <p><input type="checkbox"/> Intervening with subjects (performing invasive or non-invasive procedures, providing educational intervention, etc.)</p> <p><input type="checkbox"/> Access to Identifiable Data</p> <p><input type="checkbox"/> Access to De-identified Data</p> <p><input type="checkbox"/> Data Analysis</p> <p><input type="checkbox"/> Data storage/banking</p> <p><input type="checkbox"/> Medical records review</p> <p><input type="checkbox"/> Binghamton-affiliated researchers are solely participating in the protocol on-site at the other institution or assisting the other institution with their protocol</p>	

<b>Binghamton Investigator(s) Conflict of Interest(s)</b>
<p>Does any Binghamton University investigator who is involved in the design, conduct, or reporting of the study, their spouse, or dependent children have a proprietary or financial interest related to the research? (<i>"Financial interest" refers to any financial interest in the sponsor, product, or service being tested, or any financial interest in a competitor of the sponsor, product, or service being tested</i>). <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Does any Binghamton University investigator who is involved in the design, conduct, or reporting of the study, their spouse, or dependent children have any ownership interest, stock options, or other financial interest related to the research that:</p> <p>a. exceeds \$5,000 when aggregated? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>b. is not publicly traded on stock exchange? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>c. involves arrangements in which the value of the ownership interests will be affected by the outcome of the research? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>

- d. exceeds 5% interest in any one single entity when aggregated for the spouse or dependent children?  
Yes  Yes  No

Does any investigator who is involved in the design, conduct, or reporting of the study, their spouse, or dependent children have any compensation related to the research that:

- a. exceeds \$5,000 in the past year, when aggregated?  Yes  No  
b. involves arrangements in which the amount of compensation will be affected by the outcome of the research?  Yes  No