



Student Research IRB Check-List

East Tennessee Children's Hospital's (ETCH) Institutional Review Board (IRB) must review and approve all student research involving human subjects prior to initiation of the study. This form provides a quick check-list of requirements needed for IRB review. Students are strongly encouraged to begin this process at the beginning of the semester to allow for IRB processing time.

- Letter of support/approval from academic advisor or professor
- Letter of support from ETCH department director and/or nurse manager, as applicable
- Affiliation Agreement
- Research/HIPAA Training
- Online Orientation Training
- Signed Confidentiality/Data Use Agreement
- Approval to access buildings/departments (i.e. security notification) and hospital systems (i.e. Meditech) as required and only to the extent necessary to perform research activities
- Completed IRB Application

Project Title: _____

Principal Investigator: _____

Date checklist completed: _____