

NHGRI IRB Checklist:
Response to Stipulations for Conditionally Approved Protocols
for use with new submissions, continuing reviews, triennial reviews, and amendments
(Include 1 copy of checklist with submission)

Principal Investigator: _____

Protocol Number: _____ Title: _____

original + 25 stapled copies if full IRB review required
original + 6 stapled copies if IRB Subcommittee review required
original + 3 stapled copies if NHGRI IRB Chair review required

- Cover memo responding point-by-point to stipulations
- IRB minutes for most recent review of protocol (or e-mail correspondence if expedited)
- Revised pages of protocol and/or consent form(s), with the additions and ~~deletions~~ so noted
- Clean copies of entire revised protocol and consent form
- Electronic version of consent form (diskette, CD, or e-mail attachment)

Please submit materials to Victoria Willits, Bldg. 10, CRC/6-3340, by noon on the due date indicated in memorandum from the IRB.

For questions regarding the checklist or submissions, please contact:

Victoria Willits
Email: vwillits@mail.nih.gov
Phone: 301-496-1906

Sara Chandros Hull Ph.D.
Email: shull@mail.nih.gov
Phone: 301-435-8712

Fabio Candotti M.D.
Email: fabio@nhgri.nih.gov
Phone: 301-435-2944

Version 8/15/07