

 CAMPBELL UNIVERSITY	IRB SOP: Designated Reviewers		
	NUMBER	APPROVED BY	EFFECTIVE DATE
	HSR-130	IRB Chair, IRB Office Campbell University	10/08/2019

1 PURPOSE

- 1.1 This procedure establishes the process for the IRB Chair to designate IRB Members who can conduct FLEX Review, Exempt, Exempt-Limited Review or Expedited review or NHR determination.
- 1.2 The process begins when an IRB Office staff member identifies an application as being possibly eligible for an FLEX Review, Exempt, Exempt-Limited Review or Expedited review.
- 1.3 The process ends when the IRB Office staff member provides the materials to the Designated Reviewer.

2 REVISIONS FROM PREVIOUS VERSION

- 2.1 None.

3 POLICY

- 3.1 IRB member rosters are maintained using *IRB Membership Roster*.

4 RESPONSIBILITIES

- 4.1 IRB Office staff members carry out these procedures.

5 PROCEDURE

- 5.1 Obtain from the IRB chair or designee, the name(s) of the IRB member(s) designated to conduct FLEX, Exempt, Expedited or NHR Reviews.
- 5.2 Update the IRB member list to reflect that the reviewer is a Designated Reviewer.

6 MATERIALS

- 6.1 IRB Membership Roster 20XX-20XX

7 REFERENCES

- 7.1 45 CFR 46.110(b)
- 7.2 21 CFR 56.110(b)
- 7.3 HRPP Policy: Registration Projects and FLEX Review