REVISIONS IN THE 09/01/2024 (FROM 10/08/2019) HRPP MANUAL INCLUDE

Page	Section	Topic
Cover/Footers		Revised version and date
Table of Contents		Updated
Throughout		Updated Office of Research Resources to Office of Research
Throughout		Updated titles
Throughout		Updated links
INSTITUTIONAL REVIEW BOARD STRUCTURE AND FUNCTION		
1-2	1.1	Introduction and Organizational Summary-Wording clarifications. Updated language related to the quality assessment process
3	1.3	Definitions-Updated with new areas
5	1.4.1	2018 Common Rule-Clarified language
6	1.4.2.1	Research, Criminal Justice - Updated language
7-8	1.5	Authority-Clarified language
9	1.5.4	IRB Authority-Updated language related to administrative closure of protocols with no activity
11	1.10	Deleted Radiation Safety Committee as there is no such committee on the El Paso campus
12	1.10.2	Affiliated Entities-Removed language related to agreements
12	1.10.3	Cooperative Research Activities-Clarified language
17	2.3.1	Composition of IRB-Clarified definition of unaffiliated member
17	2.3.1.4	Prisoner Advocate-Clarified that there is no prisoner representation to allow review of prisoner research
18	2.4.1	Liability coverage-Clarified language
18	2.4.2.1	IRB Staff Initial Education-Updated to include Informed Consent Training
19	2.4.2.2	IRB Staff Continuing Education-Updated to include Informed Consent Training
20	2.4.3.2	IRB Member COI Process-Clarified language
21	2.4.4.1	IRB Member Initial Education-Updated to include Informed Consent Training
22	2.4.4.2	IRB Member Continued Education - Clarified wording
23	2.4.6.2	IRB Member Duties-Clarified wording
25	2.5	IRB Meeting Minutes – Clarified wording
26-27	2.6.2	Record Retention-Updated wording
30-31	2.7.5	Department Signatory Sign-Off-Clarified wording
34	2.8.1.4	IRB Approval and Expiration Dates-Clarified wording. Added language related to administrative closure of inactive protocols
40	2.9	Types of Review-Clarified language for exemption categories; separated out pre and revised common rule
43-44	2.9.2	Exempt Review Process-Clarified language. Added language related to new self-monitoring process. Added language related to administrative closure of

		inactive protocols
46	2.10.4	Expedited Reviews-Added language related to administrative closure of inactive protocols
48	2.12.2	Continuing Reviews-clarified language related to determinations. Added language related to administrative closure of inactive protocols
51	2.12.2.8	Expiration of IRB Approval-Clarified language
52	2.12.3.1	Minor Amendments-Clarified language
53	2.12.3.2	Greater than minor amendments-Clarified language
54	2.12.4.2.2	Reporting of deviations-Updated timing for reporting
63	2.13.1.2	English Document-Clarified language related to the IRB Stamp
64	2.13.1.3	Non-English Document-Clarified language related to the IRB Stamp
65	2.13.2	Informed Consent Process-Clarified language on qualifications
67	2.13.3.4	Waiver of Documentation of Consent-Updated to reference introductory statements and information sheets
69-70	2.13.5.2	Persons with Impaired Decision-Making Capacity-Updated language
73-74	2.14.3	Prisoners-Updated definition. Clarified that there is no representation available to review this type of research
79-80	2.16.1.1	Pre-Screening-Added language
80	2.16.2	Advertisements/Recruitment-Clarified language
81	2.16.2.1	Additional Approvals-Clarified language
83	2.18.3	Expanded Access-Clarified language
88-89	2.18.7	Humanitarian Device Exemption-Updated language
90	2.19.2.2	Secondary use of deidentified previously collected…-Clarified language
91	2.19.3.3	Whole Genome Sequencing-Added language
93	2.21	Research Compliance-Added language related to self-monitoring of exempt protocols
94-95	2.21.2	Reporting Non-Compliance-Updated language
95-96	2.21.3	Regulatory Compliance Audits-Updated language
96-97	2.21.4	IRB Review of Audit Reports-Clarified language
98-105	3.	Department of Defense-New chapter
106	4.	Research and Research Staff-Updated chapter location
106	4.1	Introduction-Updated to include contact information for questions
107	4.4.1	Education Requirements-Updated to reference website
107	4.4.1.1	Training-Updated to include Essentials of Clinical Trial Billing
108	4.4.1.3	CITI Renewal Training-Updated language to reflect withholding approval of submissions with lapsed training

108	4.4.2	Research Financial Disclosure-Updated location to submit
108	4.4.3	Investigator COI-Updated to include nepotism policy
109	4.7	Non-Salaried Appointments-Updated research requirements
109	4.7.1	External Rotating Residents-Added new language for research requirements
110-111	4.9.2	PI Departure-Added new section
111	4.10	Preparing the IRB Submission-Clarifications on language
113-114	4.12	Single IRB Review Fees-Added new section for NIH and Commercial related fees
114	4.14	Indirect Costs-Updated language related to waivers
114	4.15	Compensation for Research Related Injury-Clarified language
114-115	4.16	Clinical Trial Registration-Clarified language
115	4.17	Informed Consent-Clarified language related to IRB Stamp of approval
116	4.17.2	Subjects who do not speak English-Clarified language related to IRB Stamp of approval
117	4.17.3	Approval and Expiration Dates-Clarified language related to the IRB stamp of approval. Added language related to administrative closure of protocols that are inactive
117	4.18	Recruitment and Advertising-Added language for recruitment at external facilities
121	4.4.1	Recordkeeping-Updated language
131-134	5.	Emergency Preparedness-New Chapter
135	6.	Glossary-Chapter number updated. Additional definitions added.