

IRB PROCEDURE STATEMENT

Procedure: Inter-University Authorization Agreement for BGSU IRB of Record

Procedure ID: 2022-20

Effective: May 2022

A. Background

When BGSU Principal Investigators (PIs) are collaborating with one or more other institutions on an IRB research project approved by the BGSU IRB and wish to have the BGSU's IRB be the reviewing IRB (i.e., the "IRB of Record"), then the following procedures should be completed.

B. Procedure

1. The BGSU PI should complete the online Inter-University Authorization Agreement Request Form (IAA) found at <https://www.bgsu.edu/research-economic-development/office-of-research-compliance/institutional-review-board.html>.
2. The PI should complete all the required fields in the form to initiate the processing of the Inter-University Authorization Agreement.
3. The IAA agreement will be sent by the IRB / Office of Research Compliance (ORC) to the BGSU PI via e-mail for completion and routed to officials for signatures automatically.
4. PIs should allow up to 5 business days to receive the completed agreement electronically.