



University of California
San Francisco

Published on *UCSF Institutional Review Board* (<http://irb.ucsf.edu>)

[Home](#) > [IRB Review](#) > [FOR IRB MEMBERS](#)

For IRB Members

Resources IRB Members

Member Responsibilities

IRB Member Handbook ^[1]

Resources IRB Members

Thank you for your invaluable contribution of time and expertise. Please use the resources below when conducting your IRB reviews.

- [IRB Member Handbook](#) ^[1]
- [Reviewer's Guide](#) ^[2]
- [Reviewer's Checklist in iRIS](#) ^[3]

Other Checklists:

- [IRB Approval Criteria](#) ^[4]
- [Informed Consent Approval Criteria](#) ^[5]
- [Expedited Review Categories](#) ^[6]
- [Additional Protections for Children in Research](#) ^[7]
- [Additional Protections for Pregnant Women, Human Fetuses and Neonates Involved in Research](#) ^[8]
- [Additional Protections for Prisoners in Research](#) ^[9]
-

IRB Member Responsibilities

All IRB members have the following responsibilities:

- To be committed to the protection of human subjects in research;
- To attend IRB meetings on a regular basis, arriving on time and staying for the entire session whenever possible;
- To evaluate the assigned protocols according to the 3 principles in the Belmont Report ^[11] and according to the policies and procedures as outlined in the IRB Member Handbook ^[1] prior to the meeting;
- To determine which applications, if any, require more than annual consideration, and to determine which projects, if any, require verification of any facts from sources other than the investigator;
- To approve or to establish any conditions necessary for approval to protect subjects, or to disapprove any research activities reviewed by the IRB, with full explanation to applicants;
- To have the authority to observe or have a third party observe the consent process;
- To undertake any special projects necessary to assure that the committee's decisions are as fully informed as possible;
- To request aid of non-voting consultants, if necessary;
- To respect the confidentiality of review materials and member discussions at the meetings;
- To provide advice and counsel to research groups, departments and individual investigators;
- To review material regarding protection of human subjects which is to be distributed to campus faculty and administrative offices; and,
- To help implement Governmental and University policy regarding human research.

Page last updated:

Mar 19, 2019

[Home](#)

[Contact Us](#)

[UCSF Main Site](#)

© 2013 The Regents of the University of California

Source URL: <http://irb.ucsf.edu/irb-members>

Links

- [1] <http://irb.ucsf.edu/irb-member-handbook>
- [2] <http://irb.ucsf.edu/sites/hrpp.ucsf.edu/files/reviewer-guide.docx>
- [3] <http://irb.ucsf.edu/sites/hrpp.ucsf.edu/files/reviewer-checklist.pdf>
- [4] <http://irb.ucsf.edu/sites/hrpp.ucsf.edu/files/approval-criteria.docx>
- [5] <http://irb.ucsf.edu/sites/hrpp.ucsf.edu/files/icf-approval-criteria.doc>
- [6] <http://irb.ucsf.edu/sites/hrpp.ucsf.edu/files/expedited-categories.docx>
- [7] <http://irb.ucsf.edu/sites/hrpp.ucsf.edu/files/children-summary-table.pdf>
- [8] <http://irb.ucsf.edu/sites/hrpp.ucsf.edu/files/pregnant-women-summary-table.pdf>
- [9] <http://irb.ucsf.edu/sites/hrpp.ucsf.edu/files/prisoner-regulations.doc>
- [10] <http://irb.ucsf.edu/sites/hrpp.ucsf.edu/files/waivers-alterations-consent-summary.doc>
- [11] <http://www.hhs.gov/ohrp/humansubjects/guidance/belmont.html>