



Campus Institutional Review Board
University of Missouri-Columbia


Priority Reviews

Policy Number 2876.18

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Reviewed by: Campus IRB Membership


Effective Date: December 12, 2007

Board Review

Signed 
IRB Chair

Date December 12, 2007

Administrative Review

Signed 
Associate Vice-Chancellor for Research

Date December 12, 2007

1.0 Policy

The Campus Institutional Review Board (Campus IRB) recognizes that researchers face many challenges when conducting human subject research. On rare occasions, a time-sensitive situation may arise warranting the need for the board to review the IRB proposal as soon as reasonably possible. When a time-sensitive situation occurs during the course of the IRB review process, the Campus IRB, at the discretion of the Campus IRB Compliance Officer, will make every effort to prioritize the internal processes and provide a comprehensive review accordingly.

2.0 Scope

This policy may apply, on a case-by-case basis, to human subject research proposals under the jurisdiction of the Campus IRB.

3.0 Purpose

The priority review process is aimed at meeting the rare need for the Campus IRB to appreciate a special circumstance whereby a time sensitive proposal warrants IRB review as soon as reasonably possible.

4.0 Standard Operating Procedure

At the discretion of the Compliance Officer, an IRB proposal may qualify for “Priority Review” status. This status is determined on a “case-by-case” basis and defined as a file meeting the criteria for review within three business days of a COMPLETE submission. This policy should not be confused with “emergency-use” practices, in that the Campus IRB does not review FDA regulated research involving the use of test articles emergently in life-threatening matters.

A. Criteria for Consideration

1. The investigator has “no control” over the special circumstance.
2. The investigator’s request is not founded on a request for review “convenience”
3. The investigator took every measure possible to timely submit the application,
4. The investigator did not “contribute” to the special circumstance by failing to timely submit the proposal
5. The investigator’s proposal is not classified as “non-compliant”

B. Campus IRB Review Process

1. Priority Review Status is determined by the Campus IRB Compliance Officer on a case-by-case basis;
2. The administrative staff will conduct an initial review of the proposal within (3) business days to determine the completeness of the file.
 - a. If the proposal is incomplete, it will be placed on hold pending a response from the primary or co-investigator(s). Upon receipt of the requested responses, the file will move forward in the review process within three business days; The proposal will not move forward to the reviewer UNTIL it is complete.
 - b. If the proposal is complete, it will immediately move forward in the review process.
3. The proposal will be assigned to a board member for substantive review. The member will be notified that the project meets the “Priority Review Status” and the expected (3) day turn-around interval;

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4. The Campus IRB will make every effort to provide an efficient comprehensive review of the proposal, but will not abridge the subject's rights in lieu of approving applications under special circumstances;
5. The Campus IRB will take into consideration all of the relevant factors involved in the special circumstance, taking measures to encourage review and approval of all applications by the most fair and equitable processes available.

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