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| ***Protocol reviewed:*** | ***Review completed by:*** | |
| Protocol #:  PD: | Name:  Date: | IRB#: |

| **Yes** | **No** | **N/A** | **Protocol Checklist** |
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| **If a regular protocol, skip this section** | | | |
|  |  |  | The research presents no more than minimal risk to participants. |
|  |  |  | The identification of subjects or their responses will not reasonably place them at risk of criminal or civil liability or be damaging to their financial standing, employability, insurability, reputation, or be stigmatizing, unless reasonable and appropriate protections will be implemented so that risks related to invasion of privacy and breach of confidentiality are no greater than minimal |
|  |  |  | The research is not classified |
|  |  |  | Correct expedited review category/categories selected in eProtocol |
| **FOR all EXPEDITED AND REGULAR PROTOCOLS** | | | |
|  |  |  | Protocol is on **correct application** (exempt, expedited, regular). |
|  |  |  | Personnel Info: **Protocol Director** appropriate for the study. |
|  |  |  | Protocol has undergone **Scientific and Scholarly Validity** by Dept. Chair, Faculty Sponsor, or other source. |
|  |  |  | Personnel Info: All required personnel have completed **CITI training**. |
|  |  |  | Personnel Info: **Academic Sponsor** appropriate for the study. |
|  |  |  | **Federal Funding/Collaborators- sIRB?**: Study has federal funding and involves outside collaborators. |
|  |  |  | Study Location: Stanford University selected. |
|  |  |  | Study Location: For International Research, **eProtocol section 5b** completed and **International Research Supplemental Questions** have been attached to section 11. |
|  |  |  | General Checklist: If a **collaborator** is listed, IRB approval letters from other sites have been received or appropriate approval note will be added. |
|  |  |  | **General Checklist and Funding** section are consistent regarding funding. |
|  |  |  | If NIH funded and the study meets the definition of a clinical trial, send out “GCP” comment code asking investigators to confirm they have completed **GCP training**. |
|  |  |  | Eligible for **Extended Approval** per 1/21/19 revised Common Rule? Add Admin Note. |

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| **Yes** | | **No** | | **N/A** | **Protocol Checklist** |
|  | |  | |  | eProtocol section 2c: If **deception** will be used, rationale for use of deception and debriefing procedure has been provided. |
|  |  | |  | | eProtocol section 4b:  **Age range** of participants is provided. |
|  |  | |  | | eProtocol section 4c If **vulnerable populations** targeted, consistent with Participant Population checklist |
|  |  | |  | | eProtocol section 4g and General Checklist are consistent regarding **payment**. |
|  |  | |  | | eProtocol section 4g: If using a lottery, **“lottery language”** included in consent form. |
|  |  | |  | | eProtocol section 5d: The appropriate **child risk determination** has been made and justification provided. |
|  |  | |  | | eProtocol section 7b: Includes **identifiers** collected for research, recruitment, and scheduling purposes. |
|  |  | |  | | eProtocol section 7b: If **SSN’s** will be collected, there is a clear rationale (i.e. payment). |
|  |  | |  | | eProtocol section 7b: Confirm that all devices on which data is stored will be **encrypted and password protected.** |
|  |  | |  | | eProtocol section 7d: **If data collected internationally**, the PD has adequate provisions to bring the data back securely (e.g., kept with PD at all times, in a locked bag, on an encrypted device, on cloud storage). |
|  |  | |  | | eProtocol section 8:  **OPACS** completed for all listed Investigators. |
|  |  | |  | | eProtocol section 8: **If COI indicated,** action report has been received and attached to section 11 and appropriate language added to consent form. |
|  |  | |  | | eProtocol section 9b: If an **interpreter** will be used, explains how PD will ensure that interpreter will maintain participant confidentiality, who the interpreter works for, and how the interpreter will be recruited for the study. |
|  |  | |  | | eProtocol section 9:  **Consent** types are appropriate for participant population(s). |
|  |  | |  | | eProtocol section 9: If study involves deception, **alteration of consent** requested. |
|  |  | |  | | eProtocol section 10: If the study includes children, **assent** form has been provided. |
|  |  | |  | | eProtocol section 11:  **Advertisements**, flyers, online postings (mTurk, SONA, etc.), recruitment emails, phone scripts, etc., have been attached and are compliant with Guidance on Advertisements. |
|  |  | |  | | eProtocol section 11: All **measures** (interviews, questionnaires, etc.) attached to section 16 |
|  |  | |  | | eProtocol section 11: **Debriefing** attached. |
|  |  | |  | | eProtocol sections 9, 10, and 11: **Translated documents** have been provided. |
| Notes | | | | | Click or tap here to enter text. |