1. Does the project currently have IRB approval?
   - Yes
   - No

2. Have all IRB related records (approval letter, application, signed consent forms, continuing review activities, & correspondence) been retained in an accessible location? All records must be left for at least 3 years after the completion of the research.
   - Yes
   - No

3. Are all investigators listed on the project currently certified in the human subjects protections training (CITI or other for unaffiliated researchers)?
   - Yes
   - No

4. Were there any changes to the approved project since the last continuing review?
   - Yes
   - No

5. If yes, was an amendment submitted to the IRB?
   - Yes
   - No
   - NA

6. Does the protocol number appear on the application in the PIs file?
   - Yes
   - No

7. Does the protocol number on the application match the IRB file?
   - Yes
   - No
8. Are the PI, Chair, Advisor, Faculty Sponsor signatures in the appropriate place?
   ○ Yes
   ○ No

9. Was the IRB approved version of the consent/assent used to enroll subjects?
   ○ Yes
   ○ No
   ○ NA

10. Were all consent forms (stamped) signed by subjects prior to enrollment?
    ○ Yes
    ○ No
    ○ NA

11. If using an oral consent form, was the IRB approved form or script used to enroll subjects?
    ○ Yes
    ○ No
    ○ NA

12. Is there a signed consent for every person enrolled in the study?
    ○ Yes
    ○ No
    ○ NA

13. If changes were made to the consent form, were the changes submitted and approved by the IRB?
    ○ Yes
    ○ No
    ○ NA
14. Were subjects identified and recruited according to the methods approved by the IRB?
   - Yes
   - No

15. Was any advertising or recruitment materials used to recruit subjects approved by the IRB?
   - Yes
   - No
   - NA

16. If any subject received compensation, is there any documentation?
   - Yes
   - No
   - NA

17. Does the research conducted comply with the project description and procedures as approved by the IRB?
   - Yes
   - No

18. All data collection instruments used were approved by the IRB
   - Yes
   - No
   - NA

19. The subject’s privacy is protected and safeguards are in place as approved by the IRB
   - Yes
   - No

20. If the protocol included anonymous collection of data, has anonymity been maintained in the physical or electronic records?
   - Yes
   - No
   - NA
21. Are hard copies (consent and data forms) stored in a secure, locked location?
   ○ Yes
   ○ No
   ○ NA

22. Is electronic data on a secure and protected computer?
   ○ Yes
   ○ No
   ○ NA

23. Is the electronic file password protected?
   ○ Yes
   ○ No
   ○ NA

24. Is access to computer, electronic files, and physical files limited to appropriate study personnel?
   ○ Yes
   ○ No
   ○ NA