

# Boston University

Charles River Campus  
Institutional Review Board  
25 Buick Street  
Boston, Massachusetts 02215  
617-353-4365  
Fax: 617-353-6660



## Memorandum

---

**To:** CRC Investigators Engaged in Human Subjects Research

**From:** Peter Doeringer, Chair, Charles River Campus Institutional Review Board  
David Berndt, Director of Human Subject Protections

**Subject:** Single IRB Review for BUMC-CRC Research Studies Involving Human Subjects

**Date:** May 26, 2005

---

To streamline IRB review of research projects involving human subjects on both the Medical and Charles River Campuses, the Boston University Medical Center (BUMC) IRB and the Charles River Campus (CRC) IRB have entered into an agreement which allows investigators planning research which would ordinarily require review by both IRBs to request that their study be reviewed and monitored by a single Boston University IRB.

Requests for single IRB review will be evaluated by both IRBs, based on an assessment of the relative risks to subjects on each campus and the expertise of the two Boards in reviewing these risks. If review by a single IRB is deemed appropriate, one Board (either the BUMC-IRB or the CRC-IRB) will be named the IRB of Record for that study. Investigators will be responsible only to the IRB of Record for the initial and continuing review of the study.

Depending on the circumstances of the proposed study, some investigators may prefer to have the traditional review by both Boards, in which case each Board will be responsible for reviewing and monitoring only the human subjects research activities on its own campus. For complex projects involving more than minimal risk to subjects on both campuses, the BUMC-IRB and the CRC-IRB reserve the right to require dual IRB review.

Charles River Campus investigators may request single IRB review by submitting the attached "Request for Single Boston University IRB Review" form to the Charles River Campus IRB (Office of Sponsored Programs; 25 Buick Street, 2nd Floor; Boston, MA 02215). The form is intended to provide the two IRBs with enough information to make an informed decision about whether single IRB review is appropriate. The CRC-IRB will coordinate consideration of the request with the BUMC-IRB and inform the investigator of the Boards' decision.

In completing the “Request for Single Boston University IRB Review” form, investigators are asked to make sure that they list all of the research activities involving human subjects that will take place on each campus (including the recruitment and consenting of subjects and the analysis of human subjects data as well as test procedures and other methods for collecting data). The description of related risks should include psychological, social, legal, and economic as well as physical risks to subjects and provide an initial assessment of whether the specific risks involved do or do not meet the regulatory standard of minimal risk. Risks commonly overlooked by investigators in describing their studies include physical or psychological discomforts and the collection of sensitive information on illegal behavior (e.g., substance abuse).

Investigators with questions about the single Boston University IRB review process should contact David Berndt or Ed Szkutak at 617/353-4365 or by email at [dberndt@bu.edu](mailto:dberndt@bu.edu) and [eszkutak@bu.edu](mailto:eszkutak@bu.edu), respectively.

Attachment

cc: Deans, Department Chairs, CRC-IRB Members, and Research Administrators