

## Single IRB Review FAQs

### What does UnityPoint Health – Meriter IRB require to cede review to another IRB?

Investigators will submit a “cede application” in the Meriter electronic submission and review system. The cede application allows the investigator to upload documentation about the study that will aid Meriter IRB in making a cede determination. Examples of documents required are:

- UW Arrow Application
- Study Consent Document
- Summary of how the research will be carried out at UnityPoint Health -Meriter
- Endorsement from a UPH – Meriter Unit Manager, Director where the study will be taking place. The UPH – Meriter Research Council provides endorsements for the Tower Medical Units. See the [Supplemental Forms](#) page for a template.
- Data Summary form for research involving medical record data extraction

### Does the fully convened IRB review a cede application?

NO – All cede reviews go through a pre-review. Most minimal risk studies are ceded by IRB staff with support from other institutional reviewers.

Studies that are greater than minimal risk or involve vulnerable populations are sent for an expedited review involving at least one IRB member.

### What other IRBs can Meriter cede review to?

UnityPoint Health - Meriter IRB may rely on any [IRB that has signed the SMART IRB reliance agreement](#). Meriter IRB is still responsible for the conduct of research at our institution. Therefore, Meriter IRB reserves final say on ceding review and which institutions to rely on for IRB oversight.

### A local UW-Madison Principal Investigator (PI) wants to conduct a study at both Meriter and UW Hospital. UW-Madison will be ceding review to an external IRB for the study. Can Meriter also cede review to the same external IRB?

YES – UnityPoint Health - Meriter IRB can also cede review to the study’s IRB if they have signed the SMART IRB reliance agreement . The local PI will submit a cede application to Meriter asking Meriter to rely on the external IRB.

### UW IRB determined my study is Exempt. Will Meriter cede review to UW IRB?

NO - UnityPoint Health - Meriter nor UW IRBs can cede review at this point for protocols that are exempt from the regulations. Since the protocol is exempt, neither IRB is maintaining continuous oversight as a "reviewing IRB". Therefore, one IRB cannot rely on the other IRB for oversight.

If your question wasn't answered here or you need additional information . . .

Contact the IRB Office

[Liz.michaels@unitypoint.org](mailto:Liz.michaels@unitypoint.org)

608-417-6411