VCU IRB Review Process

Investigator submits new study

Departmental Review for feasibility & scientific merit *

Study is forwarded to the Scientific Review Committee **

Study is received by the VCU HRPP for completeness check and review type determination

Investigator submits requested information to SRC

* Only full board and expedited studies

** Only full board clinical trials that have not already received scientific review by sponsor, funder, or Massey PRMC

*** Other review decisions are possible. Only the most common are shown here.

Exempt and Expedited Studies

Investigator submits requested information

Pre-screening by IRB Analyst for complete submission

Pre-review by IRB Administrator for complete submission

Exempt

Expedited

Full Board Studies

Investigator submits requested information

Full Board review by the convened committee***

TAT Start Date

Full Board Review

Minor revisions needed: HRPP staff inform investigators

Substantive revisions needed: HRPP staff inform investigators

Tabled

Investigator submits requested information

IRB member verifies if the changes were made as requested

Full Board Review

Approved Approval letter sent

Approved Approval letter sent

(If further review needed)

Median Turnaround Time (TAT)

AAHRPP / NCATs definitions

Start date = date first assigned to reviewer or committee
End date = official IRB approval date
Excludes days in pre-review/pre-screening and days with ancillary committees prior to receipt by the HRPP

Version 6/16/2021 Adapted with permission from the University of Illinois at Urbana-Champaign IRB’s Review Process flowchart:
https://oprs.research.illinois.edu/review-processes-checklists