

# Project Review: Submit Designated Review Form

- When in post-review, a submission may be assigned to a designated reviewer to complete non-committee review.
- The Designated Reviewer can request changes by completing the “Request Clarifications” activity. NOTE: if the reviewer requests changes via this method, the submission will go directly back to the PI (no IRB Office intervention).
- To complete the review:
  1. Click the “Submit Designated Review” Activity
  2. Complete the required items on the form. NOTE: If certain determinations are made, a review level must be selected.
  3. Completed checklists should be attached to this form.
  4. The Submit Designated Review activity can be executed multiple times.
    - “Yes” to the last question will save the completed items and change the state of the submission to “Post Review.”
    - “No” to the last question will save the completed items keep the submission in “Non-Committee Review”

**Submit Designated Review**

1. \* **I do NOT have a conflicting interest:**

2. \* **Determination:**

Name	Related Worksheet
<input type="radio"/> Approved / Exemption Granted	HRP-314 - Worksheet - Criteria for Approval and Additional Considerations
<input type="radio"/> Modifications Required to Secure "Approved"	HRP-314 - Worksheet - Criteria for Approval and Additional Considerations
<input type="radio"/> Not Human Research (Includes Not Research)	HRP-310 - Worksheet - Human Research Determination
<input type="radio"/> Modifications Required to Secure "Not Human Research"	HRP-310 - Worksheet - Human Research Determination
<input type="radio"/> Human Research, Not Engaged	HRP-311 - Worksheet - Engagement Determination
<input type="radio"/> Modifications Required to Secure "Human Research, Not Engaged"	HRP-311 - Worksheet - Engagement Determination
<input type="radio"/> Refer to Full-Committee Review	

Clear

3. **Review level:** (select one if "Approved" or "Modifications Required to Secure 'Approved'")

Name	Related Worksheet
<input type="radio"/> Exempt	HRP-312 - Worksheet - Exemption Determination
<input type="radio"/> Expedited HRP-313	Worksheet - Eligibility for Review Using the Expedited Procedure

Clear

**If exempt, indicate the categories (see HRP-312 for full regulatory criteria) that apply)**

(1) Educational settings

(2) Tests, surveys, interviews, or observation

