This checklist is intended to be a reference tool. Not all studies will be required to submit all documents. If you are unsure if you need to submit a document that is listed here, please contact the Office of Human Research (OHR) at ohrirb@gwu.edu.

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| **Continuing Review Request Form (HRP-202)** | [ ]  |
| **Most Recent IRB Application (HRP-200)**  | [ ]  |
| **Research Personnel Form (HRP-201)** | [ ]  |
| **Most Recent Protocol** (if greater than minimal risk) | [ ]  |
| **Literature Reviews** (if greater than minimal risk) | [ ]  |
| **Abstracts** (if greater than minimal risk) |  |
| **Most Recent Investigator Brochure or Package Insert** (if study involves administration of drugs) |  |
| **Data Safety Monitoring (DSM) Reports** (if greater than minimal risk) | [ ]  |
| **Minor Deviation Log** (if greater than minimal risk) | [ ]  |
| **Most Recently Approved, Stamped Consent Documents** (if open to enrollment) | [ ]  |
| **Recruitment Materials** |  |
| Email/Phone Script | [ ]   |
| Flyers | [ ]   |
| Online Ad | [ ]   |
| Verbal Announcement Script | [ ]   |
| **Data Collection Tools** |  |
| Surveys | [ ]   |
| Interview or focus group guides | [ ]   |
| Case Report Forms (CRFs) | [ ]   |
| Variable list or Code Book (for chart review or secondary data analysis) | [ ]   |
| Other | [ ]   |

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| **For Research Involving *ONLY* Analysis of Identifiable Data:** |  |
| **Continuing Review Request Form (HRP-202)** | [ ]  |
| **Most Recent IRB Application (HRP-200)** | [ ]  |