

### **Collaborative Research**

If you are working in collaboration with another institution/organization, and the Institution/organization is “engaged” in the research, the second institution/organization must have an assurance filed with the federal government, have its own IRB, or in some cases a memorandum of understanding between the two sites must be obtained.

“Engaged” means that the collaboration site will be assisting in conducting the research, such as recruiting participants, obtaining consent, conducting interviews, or analyzing identifiable data (any contact with participants and/or identifiable data).

If you are “using” another site for your research and its participation is limited to the use of its location, this would then be considered a “performance site” and not a “collaboration” site. A performance site does not need an assurance. However, permission to conduct the research from the site must be obtained. In some instances, the performance site may require their own IRB approval. In this case, our IRB would require a copy of their approval.

If you are working in collaboration with another investigator, where both sites will be conducting research in their respective institutions, then each investigator should have his/her own IRB approval; and copies of protocols, consent forms, and the IRB approval letters should be on file at each other’s institution. In some instances, IRBs can rely on another institution’s IRB review and approval. In these cases, an agreement must be documented, and if possible, a single consolidated consent form should be used. If this is not possible, then copies of all documents to be used must be submitted to both IRBs.