Subject:	Ethics Checklist
Date:	Tuesday, April 2, 2019 at 12:46:41 PM Eastern Daylight Time
From:	Tobin, Joy Keeler (jt4jt) <jt4jt@virginia.edu>
To:	Keller, Sallie Ann (sak9tr) <sak9tr@virginia.edu>, Shipp, Stephanie S. (sss5sc) <sss5sc@virginia.edu>

Attachments: social_research_ethics_protocol.doc

Hi Sallie and Stephanie,

Some feedback on the ethics checklist… Overall, I think the checklist is very good.

1. One thought would be a refresher for the team of what is meant by '*adherence to the ethical principles of research'.* Some team members may be new and this could bring them along. And, continuing with the spirit of this being a discussion document, the refresher might take the form of a team conversation early on in the project planning phase to raise the team members' awareness and engagement on the topic. Alternatively, a brief paragraph or outline might be helpful and could guide the discussion. A couple of possible sources:

   - https://www.nih.gov/health-information/nih-clinical-research-trials-you/guiding-principles-ethical-research
   - https://www.avac.org/principles-research-ethics

2. Also, I am wondering whether peer review by another member of our team not directly involved in the research would be helpful for an outsider's view or second opinion. (Could be too bureaucratic for us)

   For example, in reading through the ERS checklist, since I am completely unfamiliar with RUS grants and how they are determined and distributed, I wondered whether there was an inherent bias based on the economic status of citizens in a particular area. After digging in, it does not seem like it since the grants and loans are based on geography.

3. We might want to add whether cultural sensitivities are considered (i.e., in the Inova proposal we as we get further into the populations to study, we would be working with a set of families who qualify for care at Federally Qualified Health Centers. From what we have been told, they will represent a particular cultural group.)

4. It is helpful to have a completed version as an example, as you do. I am taking a cut at the Inova project so that we have exercised the checklist for a health project.

5. In thinking further about health research and working with Inova, there are additional considerations we should think about..
   - Are the skills of the researchers appropriate for the type of research being undertaken (health research vs social research)
   - Are sufficient data and privacy protections in place?
   - Is the team trained on HIPAA compliance?
   - Are safe data handling procedures well understood and followed?
   - Are work products containing sensitive information handled and stored correctly?
   - In working with a private entity, are there IP considerations?
   - Are there plans for the future use of the data products?

Lastly, I attached an ethics protocol that I thought might be useful…

If this is not the type of input you were looking for, please let me know 😊 And thanks Stephanie for reviewing these thoughts with me earlier...

Joy

From: "Shipp, Stephanie S. (sss5sc)" <sss5sc@virginia.edu>
Date: Friday, March 22, 2019 at 9:59 AM
To: "Keller, Sallie Ann (sak9tr)" <sak9tr@virginia.edu>, "Tobin, Joy Keeler (jt4jt)" <jt4jt@virginia.edu>
Subject: Ethics checklists with changes

Here are the 2 checklists – the one for USDA ERS and the generic one.

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