

UNIVERSITY OF MISSISSIPPI MEDICAL CENTER

2500 North State Street
Jackson, Mississippi 39216-4505

Institutional Review Board

Telephone (601) 984-2815
Facsimile (601) 984-2961

DHHS FWA #00003630

IORG #0000043
IRB 1 Registration #00000061
IRB 2 Registration #00005033

Exemption Granted

RE: IRB File #

Dear _____ :

Your Claim of Exemption was reviewed on _____ and it was determined that your research protocol meets the criteria for exemption, as defined by the U. S. Department of Health and Human Services Regulations for the Protection of Human Subjects, 45 CFR 46.101(b),

You may now begin your research, which is approved to be conducted at:

Although this research is exempt, you have responsibilities for the ethical conduct of the research under state law and UMC policy, and must comply with the following:

Amendments: You are responsible for reporting any amendments or changes to your research protocol that may affect the determination of exemption and/or the specific category to the IRB. The amendment(s) or change(s) may result in your research no longer being eligible for the exemption that has been granted.

Record Keeping: You are responsible for maintaining a copy of all research related records in a secure location, in the event future verification is necessary. At a minimum these documents include: the research protocol, the claim of exemption application, all questionnaires, survey instruments, interview questions and/or data collection instruments associated with this research protocol, recruiting or advertising materials, any consent forms or information sheets given to participants, all correspondence to or from the IRB, and any other pertinent documents.

Yearly Progress Report: You are responsible for completing a yearly progress report and submitting it to the IRB. The information in this form will keep us up to date on the progress of the study and help to ensure that the study continues to meet the requirements for exemption.

Final Report: You are responsible for submitting a final report to the IRB at the end of the study.

Please include the **IRB file number** () on any documents or correspondence sent to the IRB about this study.

We wish you the best as you conduct your research. If you have questions or need additional information, please contact the Human Research Office at (601) 984-2815.

Sincerely,

Chairman, Institutional Review Board

cc:

Vice Chancellor for Health Affairs
Department Chairman