**Human Subjects Research Determination Worksheet**

Fill out this form if a) you are uncertain whether your project requires IRB approval or b) you believe that your project does not require IRB review and you want official determination documentation from the IRB.

Name:       Department:

Sponsor or Funding Source for this Project:

General Information:

1. Will this project be used, in part or whole, for a thesis or dissertation project?

1. Describe all purposes of the project (e.g., program evaluation, quality improvement, improving educational outcomes in your course, completing a dissertation).

1. Describe the sources of the data, information, or biospecimens (e.g, observation of human behavior, survey or interview responses, a particular database or data set, public records, a biospecimen repository). Where is the data coming from?

1. Describe all intended outputs for the project (e.g., publication in a peer reviewed journal, presentation at an academic conference, on campus symposia, host an educational workshop or field day, report to funding sponsor or other researchers and professionals in your field, report out to an external organization). What will you produce?

1. Describe the intended audience (e.g., other scientists outside of MSU, internal program stakeholders, general public) for the outputs of your project. Who is meant to see and gain insight from the results?

1. Attach or paste a short scope of work (1 page or less):

1. Attach or paste survey, interview, or focus group questions (anything you are asking of subjects):

**For *italicized terms*, refer to the definitions at** [**https://www.montana.edu/orc/irb/human\_subject\_research\_determinations.html**](https://www.montana.edu/orc/irb/human_subject_research_determinations.html)**.**

|  |  |  |
| --- | --- | --- |
| RESEARCH |  |  |
| CHECK YES OR NO | Yes | No |
| * 1. The activity is a *systematic investigation*.
 | [ ]  | [ ]  |
| * 1. The activity is *designed to produce generalizable knowledge*.
 | [ ]  | [ ]  |
|  |
| HUMAN SUBJECTS |
| CHECK YES OR NO | Yes | No |
| * 1. The project includes *living individuals*.
 | [ ]  | [ ]  |
| * 1. The data or information is *about the person*.
 | [ ]  | [ ]  |
| * 1. The researcher will *obtain* information/biospecimens through *intervention or interaction* with the individual and use, study, or analyze the information/biospecimens.

AND/ORThe researcher will *obtain* and use, study, analyze or generate *identifiable private information* and/or *identifiable biospecimens*. | [ ]  | [ ]  |
|  |