

RESPONSIBILITIES OF FACULTY SUPERVISING STUDENT RESEARCH WITH HUMAN SUBJECTS

Definition of Faculty Advisor (FA)

FA is a faculty member who serves as a guiding mentor to the student investigator. The faculty advisor assumes responsibility for oversight of the student investigator's research. Faculty advisors are considered key research personnel and are required to complete training in human subjects protection.

Responsibilities Before and During IRB Review:

- Assist the student investigator with designing the study.
 - **FA is ultimately responsible for the scientific quality and feasibility of the student research projects. Student projects must be appropriate to their level of training and experience. The IRB strongly recommends that students design projects that pose no more than minimal risk to human subjects and thus qualify for exempt or expedited review. Students are discouraged from researching vulnerable populations and from exploring topics that may pose risks to subjects' financial standing, reputation, and employability.**
- Assist the student investigator with preparing the IRB application.
 - **A clear, complete, consistent application will move more quickly through the IRB review process. Be sure the application includes all required materials, informed consent documents, recruitment scripts, research instruments, and letters of support, as necessary.**
- Read and approve the proposed IRB application and supporting materials before it is submitted to the IRB.
- Ensure that the student investigator is knowledgeable about IRB policies and applicable regulations governing research with human subjects.
- Ensure that the student investigator has valid training in human subjects protection.
- Assist the student investigator with responding to the IRB's comments and concerns. If required, sign off on correspondence between the student investigator and the IRB.
- Ensure that the proposed research will not begin without IRB approval.

Responsibilities After IRB Review

- Ensure that the student investigator follows the protocol approved by the IRB.
- Ensure that the student investigator seeks IRB approval of all proposed changes and implements such changes only after IRB approval is granted.
- Ensure that the student investigator promptly reports adverse events, unanticipated problems involving risks to subjects, and protocol deviations.
- Provide ongoing supervision of the student investigator and her/his study.
- Ensure that the student investigator closes the research via a final report.
- Ensure that the student investigator's study records are archived in accordance with federal, state, and local policy and regulations.
- If the student investigator leaves GSU, the faculty advisor is responsible for taking over the research or closing it via a final report.