

# Central NM Science & Engineering Research Challenge

## 2013-2014 Research Project Protocol Paperwork Review Checklist

Student Name: \_\_\_\_\_ Division:  JUNIOR  SENIOR

Team Member 2: \_\_\_\_\_ Grade: \_\_\_\_\_ School: \_\_\_\_\_

Team Member 3: \_\_\_\_\_ Sponsor: \_\_\_\_\_

Project Title: \_\_\_\_\_

### FORMS & SIGNATURES REVIEW

<input type="checkbox"/> Form 1 – Checklist For Adult Sponsor (REQUIRED ALL)		Does this project REQUIRE PRIOR APPROVAL by an SRC, IRB, &/or ACUC before work can begin? <input type="checkbox"/> YES <input type="checkbox"/> NO		
<input type="checkbox"/> Form 1A – Student Checklist (REQUIRED ALL)				
<input type="checkbox"/> Research Plan (REQUIRED ALL)				
<input type="checkbox"/> Form 1B – Approval Form (REQUIRED ALL)		<input type="checkbox"/> Form 1B: Team Member 2 <input type="checkbox"/> Form 1B: Team Member 3		
<input type="checkbox"/> Form 1C – Registered Research Institution ( <i>only if applicable</i> )				
ADDITIONAL FORMS	HUMAN PARTICIPANTS	VERTEBRATE ANIMALS	PHBA's	HAZARDOUS CHEMICALS, ACTIVITIES, DEVICES
<b>Form 2</b> Qualified Scientist/ Designated Supervisor	○	○	○	○
<b>Form 3</b> Risk Assessment Form		ALL VERTEBRATE ANIMAL PROJECTS MUST GET PRIOR APPROVAL FROM THE REGIONAL RESEARCH CHALLENGE REVIEW COMMITTEE	○	<input type="checkbox"/>
<b>Form 4</b> HUMAN PARTICIPANTS	<input type="checkbox"/>			
<b>Sample Informed Consent Form</b>	<input type="checkbox"/>			
<b>Form 5A</b> VERTEBRATE ANIMAL (NOT Done in Regis. Research Instit.)		<input type="checkbox"/>		
<b>Form 5B</b> VERTEBRATE ANIMAL Done in Registered Research Institution		OR <input type="checkbox"/>		
<b>Form 6A</b> PHBA RISK ASSESSMENT			<input type="checkbox"/>	
<b>Form 6B</b> HUMAN/VERTEBRATE TISSUE &/OR FLUIDS			Form 6B required IF using non-exempt tissue. ○	
<b>Form 7</b> Continuation/Research Progression	Is this project a continuation of a previous year's project? <input type="checkbox"/> NO <input type="checkbox"/> YES			If YES, are these documents present? <input type="checkbox"/> Form 7 (Continuation Projects) <input type="checkbox"/> 2013 Research Plan & Abstract <input type="checkbox"/> Abstracts ONLY from each year of related research before 2013
<input type="checkbox"/> = Form REQUIRED		○ = Form May Be Required Depending Upon Level of Risk (CONSULT ISEF RULES)		
<input type="checkbox"/> ALL REQUIRED & ADDITIONAL FORMS COMPLETE ( <i>including ALL needed signatures, dates, &amp; information</i> )				
<input type="checkbox"/> THINGS ARE INCOMPLETE and/or MISSING ( <i>see below for specifics...</i> )				

1<sup>st</sup> Paperwork Review: \_\_\_\_\_ Date: \_\_\_\_\_ NOTES:

SRC Initials

2<sup>nd</sup> Paperwork Review: \_\_\_\_\_ Date: \_\_\_\_\_

SRC Initials