

Children's Hospital Institutional Review Board

Information Sheet

IRB Fee Policy

Children's Hospital and Regional Medical Center (Children's) seeks to sponsor, conduct, and support research that will lead to improvements in the health and well-being of children, following thoughtful and appropriate review and approval by Children's IRB. To assure Children's ability to adequately resource IRB review, Children's implemented a revised IRB fee policy, effective October 1, 2002.

Scope of the Policy:

Children's charges for IRB review for the following projects:

- **All human subjects research studies sponsored by for-profit (corporate) entities.** The IRB fees apply to research regardless of whether the funds are based at Children's or another institution, e.g., University of Washington.
- Human subjects research studies with public or private, non-profit, sponsors, when the funding is based at an institution other than Children's, the University of Washington, or the Fred Hutchinson Cancer Research Center.

IRB Fees:

Children's will charge according to the following IRB Review Fee Schedule:

• Initial, Full Board Review:	\$1,500
• Renewal, Full Board*:	\$700
• Expedited Review or Exempt, Initial:	\$300
• Modification, Subcommittee:	\$250
• Modification, Full Board:	\$750

*On schedule dictated by period of IRB approval, generally annually.

Process:

Children's Sponsored Projects (Funding award is based at Children's):

The review fee(s) will be charged to the research study account. Children's Office of Research Administration will initiate the process upon completion of the IRB review item (new, renewal, modification).

Non-Children's Projects (Funding award is based outside of Children's):

Children's Finance Office will issue an invoice to the external PI's institution. Payment is due upon completion of the IRB review item. With the IRB application submission, the external PI and institution will need to review and sign a copy of "Understanding Concerning IRB Review Costs" (Attachment A). This signed memo will document their understanding of and agreement with Children's IRB Review Fee Schedule.

Questions concerning this policy should be directed to Elizabeth Trias, Manager, Institutional Review Board, at 206 987-2023 or elizabeth.trias@seattlechildrens.org or Erik Lausund, Director, Office of Research Administration, at 206 987-5138 or erik.lausund@seattlechildrens.org.

Attachment A.

Understanding Concerning Children's IRB Review Costs:

I, _____ (PI Name) am submitting an IRB application to the Institutional Review Board at Children's Hospital and Regional Medical Center. In consideration of the costs associated with this review, I agree to pay Children's upon receipt of invoice based upon the following fee schedule:

- Initial, Full Board Review: \$1,500
- Renewal, Full Board Review*: \$700
- Initial Expedited Review or Exempt: \$300
- Modification, Subcommittee: \$250
- Modification, Full Board: \$750

*On schedule dictated by period of IRB approval, generally annually.

Invoice(s) should be directed to:

Institution of PI:

Attn:

Address:

City, State, Zip:

Telephone:

Name of PI (printed):

Signature: _____ Date: _____

Title of IRB application:

To be completed by Children's IRB:

IRB Application No.