



# IRO NEWS

Latest information from the Fred Hutch IRO

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## Funding Modifications Now Allowed for Not Human Subjects (NHS) Files

The Institutional Review Office (IRO) released a new [NHS Funding Modification](#) form that can be used to submit funding revisions to research projects that have received a Not Human Subjects (NHS) determination.

Historically, no modifications have been allowed to NHS files, as these are considered one-time determinations; however, there is now one exception to this policy. The addition of a new funding source is now allowed if there are no changes to the scope of work that was described

in the initial NHS application submitted to the IRO. For any other changes, including addition of new specimens or data, you must submit a new, separate NHS request to cover the entire project.

## Requirements Related to Seattle Children's Research

If your research will be reviewed by the Fred Hutch IRB and it also [engages](#) Seattle Children's Research Institute (SCRI) or Seattle Children's Hospital, please ensure you are following the SCRI-required workflow **before** you turn in your submission to [irbinbox@fredhutch.org](mailto:irbinbox@fredhutch.org).

You currently must (a) request a consultation with the Children's IRB to confirm SCRI engagement and (b) enter the research into the SCRI Click IRB system for tracking purposes. Please refer to <https://www.seattlechildrens.org/research/resources/institutional-review-board/wirb-process/> or contact [IRB@seattlechildrens.org](mailto:IRB@seattlechildrens.org) for additional information.



## IRB Submission Reminders

We offer you these reminders to support efficiency in IRB submissions.

- Submit only PDFs

The IRO requires all IRB submissions to include PDF documents instead of other document formats.

- Submit on current versions of IRB forms

Please ensure you are writing your application on the correct version of all forms. You may find current versions here: [IRB Forms](#). If you submit on outdated versions, your submission will be returned to you for updating. This applies to Participating Site applications for sites outside the Cancer Consortium as well.

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## Indicating the Correct ‘Study Status’ on Your IRB Forms

On Modification forms and Continuing Review Reports, Fred Hutch IRB asks researchers to indicate an accurate study status as the research progresses (e.g., Long-Term Follow-Up, Data Analysis Only, etc.). To provide an accurate indication of your study status throughout your research, please follow this new guidance: <https://extranet.fredhutch.org/en/u/irb/submissionstotheirb/study-status.html>

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## New Human Subjects Training Resource

A new resource for Human Subjects Training is available through the Office for Human Research Protections (OHRP). The [OHRP Human Research Protection Training](#) can be used to satisfy either the initial or refresher requirements for Human Subjects training.



## No Annual Reviews for DoD-Funded Protocols Involving Non-USDA Regulated Species

Effective December 28, 2020, IACUC protocols funded by the Department of Defense (DoD) that involve species not regulated by the U.S. Department of Agriculture (USDA) (i.e., mice, rats, and fish) are no longer required to undergo annual review. This institutional change is in response to notification from the Department of the Army Animal Care and Use Review Office (ACURO) that, per DoD Instruction 3216.01, only those protocols involving animals regulated by the USDA are required to undergo annual review.

Several IACUC policies have been updated to remove references to annual review requirements for DoD-funded studies involving non-USDA covered species. The IACUC policies are available at <https://centernet.fredhutch.org/cn/u/iacuc/policies-and-procedures.html>.

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## Hutch IACUC Conversion Status

Study teams have transitioned approximately 97% of all IACUC protocols to the new electronic IACUC system. The IACUC team is available through Microsoft Teams to provide training and individual sessions to help remaining groups convert their protocols. If you are interested in a training session, please contact [Christina Ironside](#). Thank you to all the research teams who have put in the effort to convert their studies into the Hutch IACUC protocol format.

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