
	HARTFORD HEALTHCARE POLICY Institutional Review Board (IRB) Fees	
Issuing Department: Research Administration	Original Date: September 3, 2009 Latest Revision Date(s) October 14, 2016 Reviewed Date (s) July 29, 2019	Approved By:  <hr/> Liz Roper, MHS, Director of Research

Purpose:

To establish standards for fees for initial and continuing reviews of protocols by the Hartford Healthcare’s Institutional Review Board (IRB).

Scope:

This policy applies to all research with a budget greater than \$10,000 that involves human subjects and requires IRB review (by either expedited or full review); this policy does not apply to research projects that are exempt from IRB oversight.

Procedures:

1. Projects reviewed (full or expedited) by the IRB will be assessed an “initial review fee” of \$3,000.
2. Studies that apply for renewal (by expedited or full IRB review) will be assessed an “annual renewal fee” of \$1,500 at the time of each review; this fee will not apply if termination is requested.
3. Review fees will be deposited into the Research IRB grant ID by Grants and Contracts.
4. If the Principal Investigator (PI) receives assistance from the Research Administration study coordinator, an application preparation fee will be assessed. This fee will be deposited into the Research project grant ID by Grants and Contracts.
5. All fees will be listed in the study budget as a separate line item, separate from other costs (e.g., indirects)
6. If payments of the above fees are not received within six months of the invoice date, the project can be terminated by Research Administration.

