

USF IRB Administrative Review

Dear Sponsor:

The USF IRB Administrative Review Fee applies to all clinical research studies involving human subjects funded in whole or in part by industry sponsors (including observational registries and secondary data analyses) for which USF cedes review to a commercial IRB (e.g. Western IRB, Advarra IRB). These fees are consistent with the practices of many IRBs and peer research institutions. The IRB Administrative Review Fee is an assessment of the cost associated with the effort to review studies to ensure compliance with applicable state laws and/or local institutional requirements. The fee includes review by the IRB office to make sure that required institutional language is included within documents received by participants, that all research staff have the appropriate and up to date research training throughout the life of the study, review of all research staff by the Conflict of Interest office, and review of the protocol by the Bio-Safety office. The fee is a one-time fee of \$1,000 for observational and/or registry studies and \$2,000 for all other studies.

The USF IRB will charge the Administrative Fee on all industry-sponsored projects for which contract negotiations begin on or after March 10, 2023.

If there are any questions in regards to the fee please contact the USF IRB at rsch-reliance@usf.edu.

With best regards,



Wendy Duncan, B.S.N., RN, CIP, CCRA

Interim Associate Director, Research Integrity & Compliance