Human Subjects Review Application Guidelines
Department of Sociology & Anthropology
Muhlenberg College

Categories of Research Review*

**Exempt:**
Research...
- in which there is *no risk* to the subjects of the research.
- done for a class project when the results will not be disseminated beyond the scope of the class is exempt
- conducted for the purpose of internal (Muhlenberg) information or required data collection, except in instances where the information deals with sensitive aspects of the individual’s behavior

IRB Procedure:
- Researcher must apply to the departmental Human Subjects Committee for exempt status.
- Exemption from Review form and short description of research and why it is exempt from Human Subjects Review.

**Limited:**
Research...
- conducted in established or commonly accepted educational settings, involving normal educational practices
- involving the use of educational tests, survey procedures, interview procedures or observation of public behavior (see PPRRHS for specific considerations)
- involving the collection or study of publicly available existing data, documents, records, pathological specimens or diagnostic specimens
- sponsored research and demonstration projects which are conducted by or subject to the approval of federal Department or Agency heads
- taste and food quality evaluation and consumer acceptance studies
- pose no more than minimal risk to subjects

IRB Procedure:
- Researcher must apply to the departmental Human Subjects Committee for approval
- Human Subjects Review Application, including recruitment and consent materials if appropriate.

* Please see the *Policy and Procedure Regarding Research with Human Subjects* (PPRRHS) Muhlenberg College (adopted April 22, 1994) for full descriptions of each category
**Expedited:**
- for minor changes in previously approved research, during the period for which approval has been authorized OR

**Research:**
- collecting specific biomarkers, including but not limited to hair and nail clippings, excreta and external secretions, blood samples by venipuncture and supra- and subgingival dental plaque and calculus
- recording of data from subjects 18 years of age or older using noninvasive procedures routinely employed in clinical practice
- collecting voice recordings made for research purposes such as investigations of speech defects
- including moderate exercise by healthy volunteer
- using existing data, documents, records, pathological specimens, or diagnostic specimens.
- examining individual or group behavior or characteristics of individuals that does not manipulate subjects' behavior
- examining drugs or devices for which an investigational new drug exemption or an investigational device exemption is not required

**IRB Procedure:**
- Researcher must apply to the **departmental** Human Subjects Committee for approval Human Subjects Review Application, including recruitment and consent materials if appropriate.

**Full Committee Review**
Any research not covered under the limited or exempt review categories. This includes:
- Research proposals requesting funding from Health and Human Services agencies
- Research involving children under 18 years of age

**IRB Procedure:**
- Researcher must apply to the **College** Human Subjects Committee for approval