**Section B: Overview of your Human Research Protection Program**

Maximum length: Seven pages.

Include the following sections. The information and organizational charts may be provided in a separate document or included in this form with the organizational charts appended.

[ ]  **A brief description of your organization, its purpose, and how the Human Research Protection Program relates to the organization’s mission.**

Click or tap here to enter text.

[ ]  **Describe the organization’s Human Research Protection Program, such as:**

* **whether it is centralized or decentralized**
* **whether it involves multiple entities (e.g., a university plus an affiliated hospital or a healthcare system that is composed of several hospitals and clinics)**
* **if the organization has internal IRBs/ECs indicate whether they are on multiple campuses**
* **the personnel, offices, and committees, the Human Research Protection Program encompasses (e.g., conflict of interest, IRB/EC review, research pharmacy services, grants and contracts, education)**
* **the relationship of the various functions to the organizational official; and**
* **the locations (e.g., campuses or facilities) that are part of the organization seeking accreditation that conduct, oversee, manage, or sponsor human participants research.**

Click or tap here to enter text.

[ ]  **List administrative units (e.g., schools, centers, divisions, or branches) within the organization, particularly those involved with the conduct, oversight, and/or management of human participants research.**

[ ]  **Provide an organizational chart for your organization. The organizational chart should show where the Human Research Protection Program, including any IRB(s)/EC(s), fit within the overall organization, and reporting lines.**

Click or tap here to enter text.

[ ]  **Provide an organizational chart for your Human Research Protection Program. The organizational chart for the Human Research Protection Program should identify relationships between the people, committees, and other administrative functions that comprise your organization’s Human Research Protection Program. Within this organizational chart, identify the individual who is the Organizational Official. The organizational official is the individual with direct authority and responsibility for the Human Research Protection Program. (This might not be and does not have to be the same person who is the signatory for a federal-wide assurance with the US government.)**

[ ]  **Identify whether any essential services are provided to your organization’s Human Research Protection Program by external entities.**

[ ]  **IRB or EC review:** Click or tap here to enter text.

[ ]  **Conflict of interest reviews for researchers and research staff, including development of management plans:** Click or tap here to enter text.

[ ]  **Research pharmacy (e.g., management of investigational drugs, biologics, and devices):** Click or tap here to enter text.

[ ]  **Grants and contracts:** Click or tap here to enter text.

[ ]  **Other, please describe:** Click or tap here to enter text.

[ ]  **When applicable, include other relevant background that will assist AAHRPP in reviewing your application.**

Click or tap here to enter text.