

Central IRB at University of Michigan Workflow
Ceding to a non U-M Institutional IRB (Typically an Academic Institution)

Project is identified as a candidate for ceding oversight to a non U-M Institutional IRB. Contact IRBMED via email IRBMEDcentralIRB@umich.edu and request the Application for IRB Authorization Agreement (IAA) for Ceding Oversight to a non U-M Institutional IRB for Non-Exempt Research.

No
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Follow standard workflow for studies conducted at U-M.

↓ Yes

The project meets the requirements for ceding to a non U-M Institutional IRB.

↓ Yes

Does project have external financial support?

No
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Continue below

↓ Yes

Study Team completes the Proposal Approval Form (PAF) in the eRPM
If a clinical trial: Study Team **first** creates a Clinical Trial Routing Form (CTRF) in the electronic proposal management system (eRPM). To ensure proper routing respond in the following manner:

- Question 5.1.3 - Answer **Yes**.
- Question 5.1.4 - Choose "Other" and enter the non U-M Institution to be used.

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Study Team completes the "Requesting review by a non-UM IRB" (ceding application) in eResearch regulatory management (eResearch). When completing, be sure to include the protocol, consent template, recruitment materials, and **documentation of most recent non U-M Institutional IRB approval** as provided to the Study Team by the non U-M Institution. Team is also required to insert U-M local context language (provided by U-M IRB) into the template consent (as applicable).

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The eResearch ceding application is reviewed by applicable U-M ancillary committees (e.g., PRC, COI, IDS, RDRC/SHUR, CRAO) according to their procedures.

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The eResearch ceding application is reviewed by the U-M IRB for final determination of ceding oversight of the project to a non U-M Institutional IRB. If the application is accepted, an acknowledgement letter ceding oversight is issued for the project.

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Upon acknowledgement of ceding application by the U-M IRB and completion of all submission requirements of the non U-M Institutional IRB, the non U-M Institutional IRB is now the IRB of record for this protocol.

- Study teams remain responsible for ensuring all U-M requirements are met and maintained.
- Study activities at the U-M cannot begin until a fully executed Authorization Agreement has been posted in the parent workspace within eResearch.