Checklist of Documents for KUMC IRB Application	
eIRB Screen	**Documents to Prepare and Upload**
Basic Information	*Proposed study protocol
Funding Sources	Grant applications (if applicable)
Study Team Members	N/A
Study Scope	N/A
External Sites (if checked in Study Scope)	IRB Reliance Letter (if available). Letter of support (if applicable)
Drugs (if checked in Study Scope)	• For investigational drugs: Investigator's brochure • FDA correspondence (if applicable) • Drug package insert (when an FDA-approved drug is being studied for an unapproved use)
Devices (if checked in Study Scope)	Device Manual
Consent Form and Recruitment Materials	All proposed consent forms in Word only with no footer. All proposed recruitment materials
Internal Reporting	N/A
Supporting Documents	*Project Description for Full Committee Review, Exempt, Expedited, or Retrospective Studies If Applicable: • Supplemental applications • Signed Scientific Merit/Dept Chair Review • Surveys, instruments • Data collection sheet • DSMB or DMC Charter • Subject instructions, diaries, etc. • PRMC approval letter • Sponsor correspondence • HIPAA waiver request
	***Required on all new studies**