**Session 4: Working with the IRB & Completing your IRB Research Application**January 11, 2018

**9:00am – 9:30am** Introduction & Participant Catch-up (Shari Whicker EdD & Sarah Parker PhD)

* 2-minute updates (outline immediate concerns)
* Overview of today’s schedule
* CITI Training

**9:30am – 10:45am** Introduction to IRB & Ethics (Janet McDowell PhD & Carley Emerson MS)

**10:45am – 11am** Break

**11am – 12noon** Navigating the Carilion IRB Forms (Janet McDowell PhD & Carley Emerson MS)

* Discuss Carilion IRB Forms
* Outline what IRB wants in an application to ensure subject protection for social and behavioral research
* Hands-on IRB application assistance

**12noon – 12:30pm** Lunch

**12:30pm – 1:15pm** Introduction to R&D (Francis Farrell PhD)

* Overview of R&D and the application
* Hands-on R&D application assistance

**1:15pm – 2:15pm** RedCap, HART and Surveys (Min Wang PhD & Mattie Tenzer MS)

**2:15pm – 3pm** Additional hands-on work with IRB and R&D applications

**3pm – 4pm** Journal Club

**4pm – 5pm** Wrap-up

**Homework**

* Submit completed R&D and IRB applications
* Receive IRB approval
* Outline plan for data collection (must have IRB approval before data collection can commence, work closely with mentors to ensure an effective data collection plan)

**Reminders**

* Next Session:
  + February 1, 2018
    - Reliability & Validity (MERC)
    - Data Management (MERC)