MEMBER RESPONSIBILITIES – MEDICAL SUBCOMMITTEE MEMBER

Title
Medical Subcommittee Member

Term
At least 3 years

Responsibilities
Provide preliminary review for clinical/medical proposals before they go to the Full Board.
Review Adverse Events as necessary and provide comments.
Submit reviews and comments to the IRB Administrative Secretary by predetermined date.
Make a recommendation to the IRB regarding approval, disapproval, deferring or modification of the proposal.
Attend convened meetings of the IRB if necessary as a non voting member.
Consult with Investigators as needed.

Time Commitments
3 hours per month
Attend Continuing Education
Members are advised to alert the Secretary or IRB Coordinator well in advance, if possible, if they cannot attend an IRB meeting when asked.

Other Requirements
The following financial relationships must be disclosed annually: any equity interests of themselves or an immediate family member over $5,000 to commercial entities that sponsor or conduct research in this institution; significant payments of other types, including honoraria, consultant fees received from commercial entities that sponsor or conduct research in this institution.

A potential for a conflict of interest must be disclosed prior to IRB review of research. Conflicts of interest could include close personal or professional relationship to an Investigator; interest, financial or otherwise, in the outcome of the research.