University of Southern Maine
Office of Research Integrity and Outreach
Request for Determination of Research Involving Human Subjects

Investigator Information
1. Principal Investigator (PI) Name: <<Principal Investigator (PI) Name>>
2. PI Email Address: <<PI Email Address>>
3. PI USM Affiliation: <<PI USM Affiliation>>
4. PI Department: <<PI Department or Organization>>

Advisor Information
1. Advisor Name: <<Advisor Name>>
2. Advisor Email: <<Advisor Email>>
3. Advisor Department: <<Advisor Department>>

Start Date: <<Start Date:>>
End Date: <<End Date:>>

Background Information
1. What is the title of your project?: <<What is the title of your project?>>
2. What is the purpose of the activity?: <<What is the purpose of the activity?>>
3. What are the activities being conducted?: <<What are the activities being conducted?>>
4. Who are the intended subjects?: <<Who are the intended subjects?>>
5. Who is the intended audience?: <<Who is the intended audience?>>
6. Are you requesting a determination in order to fulfill W-9 form requirements?: <<Are you requesting a determination in order to fulfill W-9 form requirements?>>

W-9 Information (if applicable)
1. Who will be responsible for obtaining, securing, and dispersing compensation?: <<Who will be responsible for obtaining, securing, and dispersing compensation?>>
2. If participants were required to complete a W-9 form, how would it negatively impact your study?: <<If participants were required to complete a W-9 form, how would it negatively impact your study?>>
3. How will you be compensating your study participants?: <<How will you be compensating your study participants?>>
4. What is the total amount of compensation per participant?: <<What is the total amount of compensation per participant?>>
5. On how many separate occasions throughout the study will a participant receive compensation?: <<On how many separate occasions throughout the study will a participant receive compensation?>>
6. How will you ensure a participant does not obtain more than $600 in a calendar year resulting from participation?: <<How will you ensure a participant does not obtain more than $600 in a calendar year resulting from participation?>>
7. How will compensation to participants be distributed?: <<How will compensation to participants be distributed?>>
8. Where will compensation be stored until it is dispersed?: <<Where will compensation be stored until it is dispersed?>>
9. What security provisions will be in place to prevent theft?: <<What security provisions will be in place to prevent theft?>>

Is the activity Research?
1. Is the activity an investigation?: <<Is the activity an investigation?>>
2. Is the activity systematic?: <<Is the activity systematic?>>
3. Is the activity designed to develop or contribute to knowledge?: <<Is the activity designed to develop or contribute to knowledge?>>
4. Is the knowledge generalizable?: <<Is the knowledge generalizable?>>

Is the Activity Non-research?
1. Is the activity scholarly or journalistic?: <<Is the activity scholarly or journalistic?>>
2. Is the activity a public health surveillance activity?: <<Is the activity a public health surveillance activity?>>
3. Is the activity a collection and analysis of information for a criminal justice agency?: <<Is the activity a collection and analysis of information for a criminal justice agency?>>

Does the Research involve Human Subjects?
1. Does the research involve obtaining information or biospecimens about a living individual?: <<Does the research involve obtaining information or biospecimens about a living individual?>>
2. Does the research involve intervention with individuals?: <<Does the research involve intervention with individuals?>>
3. Does the research involve interaction with individuals?: <<Does the research involve interaction with individuals?>>
4. Does the research involve obtaining, using, studying, analyzing, or generating private information?: <<Does the research involve obtaining, using, studying, analyzing, or generating private information?>>
5. Is the private information identifiable?: <<Is the private information identifiable?>>
6. Does the research involve obtaining, using, studying, analyzing, or generating identifiable biospecimens?: <<Does the research involve obtaining, using, studying, analyzing, or generating identifiable biospecimens?>>

Other Information
1. Please include any additional information you would like to provide.: <<Please include any additional information you would like to provide.>>
Obligations

1. PI Obligation: By checking the box below, I, Primary Investigator named above accept responsibility for the information provided. I understand that if it is determined that my project constitutes research involving human subjects I will be notified in writing and I am REQUIRED to submit an application for review with the IRB. The USM Assurance for the Protection of Human Subjects prohibits the start of any research involving human subjects (including recruitment of subjects) that has not been reviewed and approved or exempted by the IRB or its designee.

2. Advisor Obligation: If applicable, by checking the box below, the Advisor named above attests that (s)he has read the information contained in this submission. The Advisor agrees to share with the student the responsibility for the ethical conduct of the project, to take an active role in the student activities, and to provide supervision for the duration of the project.

How easy was it to use this Google Form? 1=Difficult 5=Easy

Any comments about the use of this Google Form?