Identifying the Correct Agreement for Non-USU Researchers

Do you know where the protocol will be reviewed?

Is the Non-USU researcher acting as an "investigator"?

Is the project sponsored?

Yes

Yes, at Utah State University

The Protocol should be reviewed at USU

Yes, at another institution

The protocol should be reviewed there

The project is not funded

No

Contact the USU IRB to discuss.

Are they a researcher at another institution?

Does that institution have an Active FWA? Click the link to search

Are they "engaged"?

Note: Unaltered audio/video recordings are identifiable (Section III.A.6)

Are they working on this project in their personal or professional capacity?

A Reliance Agreement OR An approved, separate protocol at the Non-USU investigator's own institution is necessary.

Follow these steps:
1) List the individual as a Non-USU Researcher in the protocol; 2) Upload CITI training documentation. If CITI training was completed with another institutional affiliation (i.e. other than USU), make sure to provide a list of modules instead of just a certificate; and 3) Upload a scope of work where a Reliance Agreement or External Researcher Agreement is requested in Kuali Protocols.

Submit the Unaffiliated Researcher Agreement, executed by the Non-USU Researcher, in your Kuali Protocol

Submit the Affiliated Researcher Agreement, executed by someone at their professional organization with signature authority, in your Kuali Protocol

See Reliance Agreements: Another Institution as Review Site Flowchart

USU does not require a Reliance Agreement. Ensure you are meeting the requirements of the Reviewing IRB for cross-institutional work.

Yes

Yes at USU

No

Personal Capacity

Professional Capacity