Policy for Exempt Certification of Research Studies that Have Received Exempt Certification from Other Institutions Covered by an FWA

This policy applies to protocols submitted by SUNY New Paltz faculty, staff, and students (with a faculty sponsor) that qualify for Exempt certification. The SUNY New Paltz HREB may accept the Exempt certifications of other universities as long as the protocol has gone through a proper review process at an institution covered by a Federal Wide Assurance (FWA) from the Office of Human Research Protections (OHRP). The principal investigator must submit a copy of the approved protocol, letter/notification of Exempt certification, and the institution’s FWA number to the HREB secretary. The HREB secretary will assign the protocol a number and forward the materials to the HREB Chair or designee. The HREB chair or designee will provide a cursory examination to make sure that there are no red flags, that the institution that conducted the review has an FWA, and that protocol received an Exempt status certification. A letter will be sent to the investigator indicating that the SUNY New Paltz HREB recognized the Exempt certification of the other institution.