Policy
Department: HUMAN RESEARCH PROTECTIONS PROGRAM
Policy Number: V.C
Section: Records, Documentation, and Fees
Review Responsibility: HRPP Policy and Procedure Committee
Original Creation Date: March 19, 2004
Revision Dates: January 26, 2009; July 1, 2015

Subject: Development, Approval, and Maintenance of HRPP Policies and Procedures

Policy:
It is the policy of the HRPP that all policies and procedures for conducting research activities under its jurisdiction be written and maintained in congruence with federal regulations, state and local laws, institutional policies and procedures, and standards of regulatory, accrediting, and funding agencies.

I. HRPP policies and procedures are reviewed every three years and when changes in regulations, laws, and institutional policies necessitate revision.

II. HRPP policies and procedures are developed and maintained by the HRPP Policy and Procedure Committee under the direction of the HRPP Director.

III. The HRPP is charged with the implementation and enforcement of its policies and procedures.

References:
45 CFR 46.103(b)(4) and (5)
OHRP Common Findings and Guidance, July 10, 2002