

**INSTITUTIONAL REVIEW BOARD  
NEW JERSEY DEPARTMENT OF HEALTH & SENIOR SERVICES**

**MEETING AGENDA**

9 May 2007  
2:30 PM – 4:30 PM  
Health & Agriculture Building, First Floor Boardroom

I. Handouts

- A. Draft April 11, 2007 IRB Meeting Minutes
- B. March 14, 2007 IRB Meeting Minutes
- C. IRB Debriefing Letters for Application ID #0002 & Investigator Responses
- D. National Longitudinal Mortality Study information sheet and bibliography
- E. Report on IRB Expedited Reviews & Approvals
- F. Report on DHSS Programs Engaged in Research (August 2004 – April 2007)
- G. Report on DHSS Data Used for Research (August 2004 – April 2007)
- H. Report on DHSS Branch/Divisions Engaged in Research (August 2004 – April 2007)
- I. CITI Refresher Course on Social & Behavioral Research

II. Old Business

- A. IRB Application (beta version) David Perlman
- B. Draft April 11, 2007 IRB Meeting Minutes Faith Knabe
- C. Small Group Training Sessions David Perlman
- D. IRB Member Conflicting Interests Faith Knabe
- E. Subcommittee on Forms Faith Knabe
- F. Update on Expedited Review ID #0159 Expedited Reviewers
- G. Draft Policy & Procedures: Matt Weinberg
  - 1. IRB Policy\*

2. Procedures for the Initial Review of Application for Human Subjects Research\*
3. Procedures for Submitting IRB Applications – Intramural\*
4. Procedures for Submitting IRB Applications – Extramural\*
5. Procedures for Review of Modifications
6. Procedures for Review of Continuing Applications
7. Procedures for Review of Adverse Events, Unanticipated Events & Complaints
8. Procedures for Monitoring Approved Projects
9. Procedures for Membership (e.g., appointments, obligations)
10. Procedures for Conflict of Interests
11. Procedures for Meeting Minutes
12. Procedures for Expedited Reviewer Disagreements

H. Open

IRB Members

III. New Business

A. Full Board Review: ID #0002

Principal Investigator: Sara Olsen, Ph.D.

Project Title: Estrogen, Diet Genetics and Endometrial Cancer

B. Full Board Review: ID #0005

Principal Investigator: Marsha Reichman, Ph.D.

Project Title: SEER-NLMS Record Linkage Study 1973-2001

C. Open

IRB Members