

# Healthcare Compliance Forms and Tools

## Sample Request to Conduct Research Form

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By Joseph F. Zielinski, JD, CHC, CHRC

### Research Review Committee Documentation of Review and Approval

#### Request to Conduct Research at Facility

Project Title: _____	IRB No.: _____
Submitted by: _____	Affiliation: _____
Email: _____	Tele: _____

Primary Investigation (if different from person submitting):

\_\_\_\_\_

Project Location(s):

\_\_\_\_\_

Community Approval:

\_\_\_\_\_

Management Company Approval:

\_\_\_\_\_

Funding Source(s):

\_\_\_\_\_

Grant Title (if applicable and if different from project title):

\_\_\_\_\_

Research to Include:	_____ Cognitively Impaired	_____ Economically or Educationally Disadvantaged	_____ Others _____ Specify
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**Research Submission:**

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\_\_\_\_\_ Informed consent, dated \_\_\_\_\_  
\_\_\_\_\_ Privacy notice  
\_\_\_\_\_ Drug or device brochure(s), dated \_\_\_\_\_  
\_\_\_\_\_ Protocol, include any questionnaire(s), dated \_\_\_\_\_  
\_\_\_\_\_ Summary Safety Guard Statement, dated \_\_\_\_\_  
\_\_\_\_\_ Advertisement (if applicable), dated \_\_\_\_\_  
\_\_\_\_\_ Authorization, dated \_\_\_\_\_  
\_\_\_\_\_ Other (description), dated \_\_\_\_\_  
\_\_\_\_\_ Consents  
\_\_\_\_\_ IRB approval letter

Please mail all materials to:

I assure the Research Review Committee (RRC) that all procedures performed under the project will be conducted in strict accordance with those federal regulations and internal policies that govern research involving human subjects. I agree to submit any deviation from the project in the form of an amendment for RRC approval prior to implementation. By signing this form, I am certifying that all co-investigators listed in the study are aware of the research and are agreeing to participate.

**NOTE:** Applications and any additional material requested by the RRC will not be processed unless neatly typed and legible, properly prepared, and signed personally by the principal investigator.

Date \_\_\_\_\_ Principal Investigator (Signature)

\*\*\*\*\*FOR RRC USE ONLY\*\*\*\*\*

This protocol and informed consent statement for use of subjects in research has been reviewed and approved by the RRC for a maximum of a one-year period beyond the final approval date unless otherwise indicated as follows: \_\_\_\_\_.

Authorized RRC Signature

\_\_\_\_\_

RRC Approval Date

\_\_\_\_\_

Recorded in the Minutes of:

\_\_\_\_\_

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