Kuali Research Add Animal, Human, Biosafety Entry Quick Reference Guide

Overview:

Compliance with sponsor & CSU policies regarding Animal Subjects, Human Subjects and/or Tissues, Infectious Agents, Biosafety, rDNA, and Controlled Substances is documented with an entry in the **Animal, Human, Biosafety** section of the KR proposal record.

NOTE: There is no system prompt to include this information. Users must add the compliance entries as needed to each proposal record based on the Scope of Work.

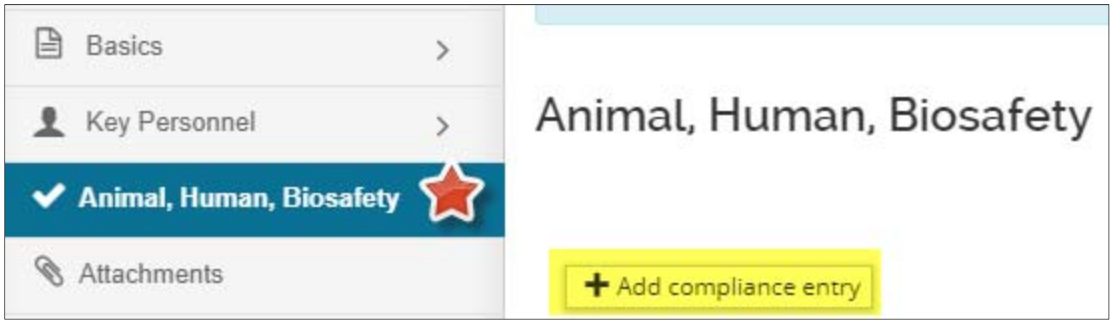
Procedure:

The **Animal, Human, Biosafety** section is used to identify research that requires special review and approval, and records approval status and information**. Discuss the statement of work with the PI to determine if any special reviews apply to this project.**

A list of the Compliance entry **Types** can be found in the table below.

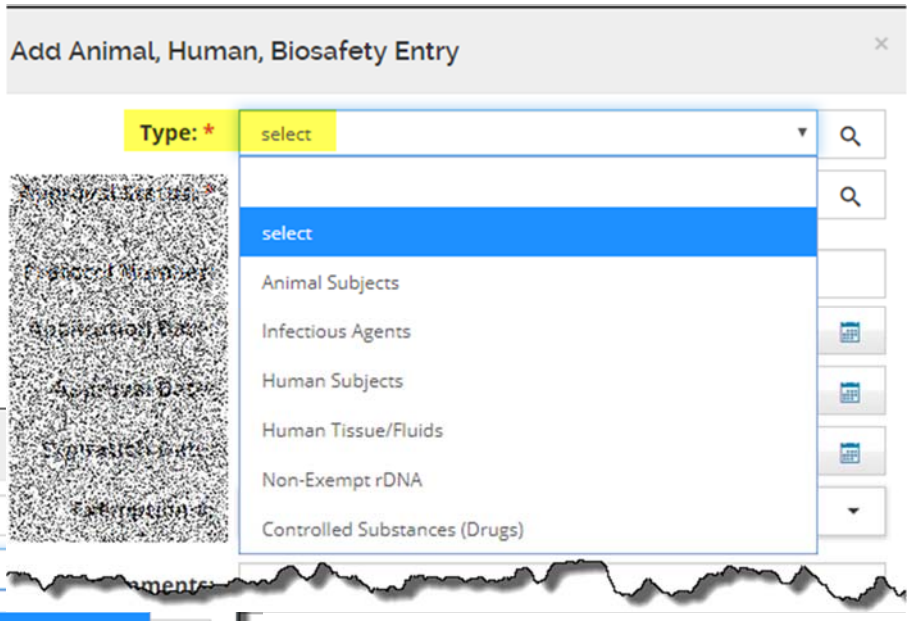
1. Click on the **Animal, Human, Biosafety** item in the left side **Navigation** panel.

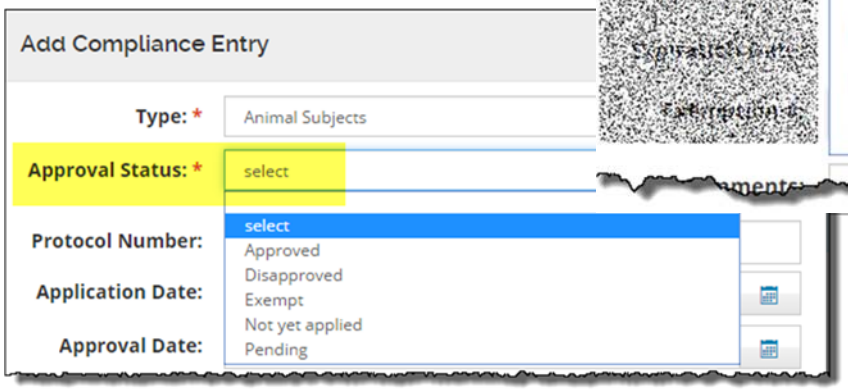
2. Click the **Add compliance entry** button.



3. The **Add Animal, Human, Biosafety Entry** window will open.

- As applicable, choose a **Type** (Human Subjects, Animal Subjects, etc.) as well as an **Approval Status** for that selection.

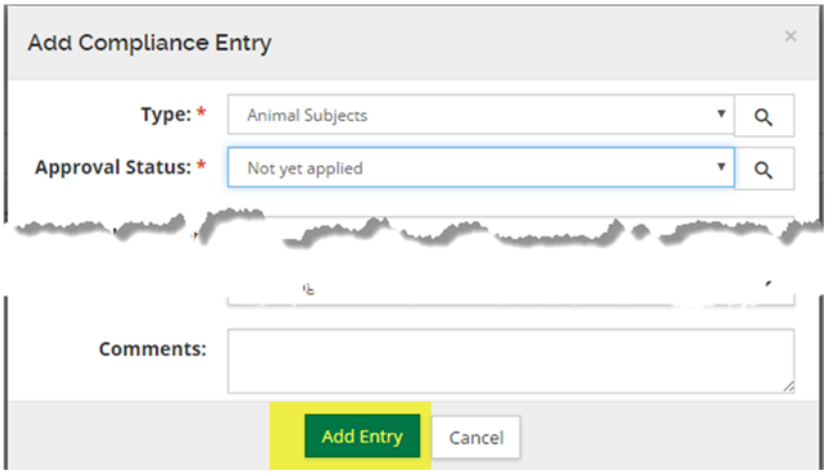




*** *Approved*** & ***Exempt*** statuses require additional information before the entry can be added.

s2s Note: In order for the entry status to map correctly to the Grants.gov Other Project Information form, the status '***Pending'*** must be selected, even if the true status is '*Not yet applied*'.

4. Click **Add Entry**.



Review Type	Description
Animal Subjects	Projects that involve the use of vertebrate animals must be registered and reviewed by the Animal Care and Use Committee. (IACUC)
Infectious Agents	Projects that involve the use of infectious agents must be registered and reviewed by the Institutional Biosafety Committee. (IBC)
Human Subjects	Projects that involve the use of Human Subjects must be registered and reviewed by RICRO and the Institutional Review Board. (IRB) Includes surveys and other collection of identifiable personal information.
Human Tissue/Fluids	Projects that involve Human Tissue and/or Fluids need review by the RICRO IRB Officer.
Non-Exempt rDNA	Projects that involve the use of Recombinant DNA must be registered and reviewed by the Institutional Biosafety Committee.
Controlled Substances	Projects that involve the use of Controlled substances must be registered and reviewed by the Institutional Biosafety Committee.

Note: At the proposal stage, most applicable Special Review items (particularly Animal Subjects and Human Subjects) should be listed in **Pending** or **Not yet applied** status. Approvals and protocols are usually not required until the Award stage for the project. **Approved** status indicates that the protocol has been approved for this specific proposal, and the assigned protocol number should be provided.