

## **Guidance for “Request to Initiate or Resume Face-to-Face Human Subject Research” Form**

**This form has been modified from the original version that was created in July 2020 to be able to better accommodate updated guidance with regard to COVID-19 precautions.**

**Beginning in November of 2021, please use this form.**

### **What is this form?**

Within this form, you will be asked to explain why the research cannot be conducted remotely. Please indicate any additional safety precautions that will be implemented to protect the participants and the researchers before, during, and after in-person research activities by checking the appropriate boxes. If you plan to include additional safety measures, please inform us of those plans as well in the space provided.

### **Who needs to complete this form?**

If your study is current/ongoing and either halted all in-person research activity or moved to online methods and you wish to go back to conducting in-person research activities, OR

If you are submitting a new study that plans to include in-person research activities.

### **I’ve completed the form, what do I need to do?**

Once the form has been completed, please send it to [IRB@research.msstate.edu](mailto:IRB@research.msstate.edu) for ORC review. We will communicate with you as to whether your request was approved, if more information is needed, or if it is denied. You will receive an email with the determination and the signed form, with the understanding that if the University goes back to more restrictive measures at any point, then in-person research will cease until you are notified otherwise. The final document will be uploaded by your IRB administrator as an attachment in the protocol.

### **Contact Information**

If you have questions about the form, please contact us at [IRB@research.msstate.edu](mailto:IRB@research.msstate.edu). Any updates to the status of in-person research will be made on the [Continuity for Researchers](#) website.



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## Request to Initiate or Resume Face-to-Face Human Subject Research Activities

On July 6, 2020, MSU began allowing face-to-face interactions with participants with Associate Dean for Research/Center Director and Office of Research Compliance & Security approval. Approval is contingent upon there being no remote alternative and with safety precautions in place. Please complete this form and route it to ORC&S ([irb@research.msstate.edu](mailto:irb@research.msstate.edu)) for final review and approval.

Principal Investigator:

Protocol ID#:

Study Title:

Describe why this study cannot be conducted remotely:

Below each statement, please answer each question about how you will adjust your study protocols to accommodate MSU social distancing guidelines. (Please indicate N/A if a question is not applicable to your study and why):

1. Describe how you will promote and enforce physical distancing (individuals staying 6 feet apart) in the areas where your study will be held:

2. Who will be responsible for managing these guidelines for the research study?

3. In instances and locations where facial coverings are required, how will you ensure that participants have proper facial coverings?

4. Describe any additional safety precautions that will be put in place:

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Signature:

Office of Research Compliance & Security	Date

**CDC information regarding COVID- 19 :** <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

**Mississippi State University information regarding COVID-19:** <https://www.msstate.edu/coronavirus>