

**ORS Registration**

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  **Institutional Biosafety Committee (IBC)**

**Research Registration Form** [Version 1.05.2018]

***[Projects Exempted from IBC, IRB and IACUC Oversight]***

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| **INSTRUCTIONS:** ALWAYS download the latest version. **Submit this form in its original format only by email to** **IBCoffice@lsuhsc.edu**.*PI signature is not required but Coordinators/Co-investigators submitting in behalf of the PI must cc the PI on the email for IBC acceptance of the form.* |

1. Does this project require IRB review and the IRB determined that an IBC application is not required?

 If “Yes”, stop. Do not complete this form since project is registered with the IRB.

1. Does this project require IACUC review?

 If “Yes”, stop. Submit a full IBC application.

1. Will any research study personnel conduct any laboratory work or collect, process, test, store or ship any research materials whether biological, pathological, diagnostic specimens, radiological, vertebrate or invertebrate animals, recombinant or synthetic molecules?

 If “Yes”, stop. Do not submit this form. You must submit a full IBC application.

1. For all other projects, complete the form below to register the research project.

**By submission of this application, the Principal Investigator of this project** attest that the information contained in this form is accurate and complete.

Date of Electronic Submission:

Principal Investigator: Degree(s):

Title/Position:  Department:

Email:  Telephones: Office:  Cell/After hours:

Send email copy to: Name: ; Email:

Project Title:

Funding Source:  If applicable, Grant #  Awarded or Pending?

1. Provide an estimated start date and expected duration of the project.

1. Briefly describe this project in **NON-TECHNICAL LANGUAGE** and explain why you are requesting an exemption from LSUHSC Institutional Oversight.

1. Complete and submit a [*COI Team Member Form*](http://www.lsuhsc.edu/administration/academic/ors/docs/COI%20Team%20Member%20Form.pdf) to certify that the PI and all individuals participating in this project have a currently active annual COI disclosure [[*CM-35 Conflict of Interest in Research*](http://www.lsuhsc.edu/administration/academic/ors/docs/cm-35.pdf) ]. “Currently active” means the COI disclosure has been updated to reflect any COIs acquired as a consequence of this specific research project.

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**This project was determined “Exempt from LSUHSC-NO IRB, IACUC, and IBC Oversight” but is registered with the IBC in the Office of Research Services**. Annual re-approval is NOT required; however, you must submit a full application prior to implementing any changes that may alter this exemption.

**IBC Chairman Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date of Approval:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_