Application Sections

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132. Test

PI: Cassandra Penick
PI: Cassandra Penick

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Personnel

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PI

Cassandra Penick (08/18/2025)

PI

Cassandra Penick

Purpose & Procedures **Required Questions Unanswered: 20**

Add/Edit Answers

*** Provide a brief, non-technical description of the purpose of the research study, including the research questions you hope to answer:**

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Answer Required

*** Approximately, how many participants do you anticipate enrolling in this study (at all research locations/sites)?**

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Answer Required

Add/Edit Answers

*** Inclusion Criteria - What characteristics (e.g., age, conditions, diagnosis, etc.) must participants have to be in this research? Answer for each participant group, if there are multiple groups.**

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Answer Required

*** Exclusion Criteria - What characteristics would exclude participants who are otherwise eligible from this research? (Exclusion criteria are not the opposite of inclusion criteria, but rather a further limit.) Answer for each participant group, if there are multiple groups.**

If not applicable, write N/A.

Request Revisions

Answer Required

Add/Edit Answers

*** Describe the study design and data analysis used to determine if the proposed methodology is likely to accomplish the stated objectives.**

Request Revisions

Answer Required

*** In non-technical language:**

1. Describe the procedures participants will be asked to complete or undergo.

2. Explain step-by-step what participants will be asked to do.
3. If your study includes multiple variations of the procedures, please make clear the procedures included in the variations.

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Answer Required

*** Please select the appropriate description of your study:**

Options: Anonymous
Confidential

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Answer Required

Add/Edit Answers

*** Select all confidentiality/anonymity procedures you have put in place:**

Options: Use of pseudonyms
Use of participant ID numbers that do not link participants to answers
Institution at which research is conducted will not be named
Data will be reported in aggregate/summary
Signed consents will be stored separate from data so that they cannot be re-associated
Data is collected without identifiers or assigned participant numbers
Audio/visual transcription will be conducted by only you or a member of your study team
Audio/visual transcription will be conducted by a service that is confidential
Audio/visual recordings will be destroyed upon transcription (required for exempt applications)
Other

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Answer Required

*** Data is being collected electronically. I have turned off IP capture in the online software.**

Options: Yes
No

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Answer Required

*** Data and consent are:**

Options: Only being collected electronically (Survey Monkey, Qualtrics, etc.).
Only being collected by paper, handwritten methods.
Being collected by a combination of electronic and nonelectronic methods.

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Answer Required

*** What electronic storage procedures are you utilizing?**

Options: Data will be stored on a password protected computer
Data will be stored in a password protected file
Data will be stored on a password protected disk
Data will be stored in a secure confidential online storage system (also password protected)
Consents will be stored in a secure, confidential online storage (also password protected)
Consents will be stored on a password protected computer
Consents will be stored in a password protected file
Consents will be stored on a password protected disk
Other

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Answer Required

Answer

*** What non-electronic storage procedures will you be utilizing?**

Options: Storage will be in researcher's office
Storage will be in mentor/chair/advisor's office
Storage will be in researcher's home
Consents will be stored in a locked cabinet
Data will be stored in a locked cabinet
Other

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Answer Required

Answer

Add/Edit Answers

*** Is this a resubmission of a previously IRB approved study that has been terminated or has expired?**

Options: Yes
No

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Answer Required

*** Will you be collaborating with any researchers at other institutions to carry out this study?**

Options: Yes
No

☐ Request Revisions

Answer Required

*** Explain, where the research activities will take place (including recruitment, data collection, consenting, etc.) - be as specific as possible:**

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Answer Required

*** Will any of your research procedures occur outside of the United States?**

Options: Yes
No

☐ Request Revisions

Answer Required

*** Will Missouri Western IRB act the IRB of Record (other institutions will enter into a *reliance agreement* with us)?**

Options: Yes
No

☐ Request Revisions

Answer Required

Add/Edit Answers

*** Explain your familiarity with and knowledge of the local research context, including cultural norms and local languages. If there are any local customs/cultural norms that could affect the consent process, please explain those customs/norms and how you will take those into account in the consent process.**

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Answer Required

*** Explain if there are any local laws that could impact how you carry out your research (such as laws that affect age of majority to consent to research participation, or laws that impact mandatory reporting of abuse/neglect).**

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Answer Required

*** Is this project funded?**

Options: Yes
No

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Answer Required

Answer

Recruitment **Required Questions Unanswered: 5**

Add/Edit Answers

*** Who will be recruiting potential participants?**

Options:
PI
Other members of the INSTITUTION research team
Collaborating researchers from other institutions (listed on this protocol)
Collaborating researchers from other institutions (not listed on this protocol)
Another third party (please describe)
Other (please describe)
Departmentally used recruitment tool (i.e. SONA)

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Answer Required

*** Select each item used in the recruitment of subjects:**

Options:
Advertisements
Flyers
Contact letters or emails
Telephone contact protocols/scripts
Website template or description (including SONA announcements)
Other recruitment materials (please specify).

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Answer Required

*** Provide details on your recruitment methods, including names of any publications/websites in which you will post recruitment information:**

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Answer Required

*** Identify the group, agency, or institution from which participants will be recruited:**

(Please note, if research will take place outside of Missouri Western, a signed letter from the external organization on letterhead is required).

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Answer Required

*** Describe measures that will be taken to ensure voluntary participation:**

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Answer Required

Requested Documents

Upload Multiple Docs

• **Recruitment Materials** ***(Recruitment Materials)*** upload

Data Collection, Protection, and Records Retention **Required Questions Unanswered: 5**

*** Will direct participant identifiers be recorded?**

(names; Social Security numbers; patient, hospital, laboratory or claim numbers; addresses; telephone numbers; email addresses; locator information; etc.)

Options:
Yes
No

☐ Request Revisions

Answer Required

Answer

Add/Edit Answers

*** Which types of potentially identifiable information will be collected?**
(Select all that apply)

Options:
- Names of people
- Addresses
- Phone number
- Social Security Number
- Names of employers, types of employers, job title
- Other, please specify.

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Answer Required

*** Why is it necessary to collect identifiable information and specifically describe the coding system you will use to protect against disclosure?**

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Answer Required

*** Will a link between research code numbers and direct identifiers be retained after the data collection is complete?**

Options:
- Yes
- No

☐ Request Revisions

Answer Required

*** How will data be protected against accidental disclosure to the public, other researchers, or non-researchers?**

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Answer Required

Risks & Benefits Required Questions Unanswered: 7

*** On the list below, select the potential risks to participants that could result, either from participating in your study or the inadvertent release of identifiable data:**

Options:
- Criminal / legal (e.g., admitted law violations, past illegal behaviors or actions, threats to others)
- Social status (e.g., public embarrassment, loss of reputation, or threat to social respect)
- Physical well-being (e.g., bodily injury, pain, sickness, physical discomfort, or trauma)
- Psychological / emotional (e.g., stress, anxiety, depression, anger, emotional reactions, painful memories, etc.)
- Economic / employment (e.g., impact on conditions of employment, work assignments, job opportunities)
- Privacy / dignity / self-respect (e.g., control of confidential information, control of public access, privacy)
- Other

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Answer Required

Answer

*** Is the risk more than everyday life?**

Options:
- Yes
- No

☐ Request Revisions

Answer Required

Answer

*** Explain what steps you will take to minimize risks of harm and to protect subjects' rights and welfare:**

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Answer Required

Answer

*** Is it possible that you will discover a participant's previously unknown condition (disease, suicidal intentions, genetic predisposition, etc.) as a result of the research procedures?**

Options:
- Yes
- No

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Answer Required

Answer

* **Are there any benefits for society?**

Options: Yes
No

Request Revisions

Answer Required

Answer

* **Are there any anticipated benefits of this research for individual participants?**

(Do not include compensation or incentives offered to participants as a benefit to be gained from the research).

Options: Yes
No

Request Revisions

Answer Required

Answer

* **Will a Certificate of Confidentiality (CoC) be obtained for this study? Please note, the Missouri Western IRB may require a CoC for studies that are collecting identifiable, sensitive information.**

Options: Yes
No

Request Revisions

Answer Required

Answer

Costs, Reimbursement, Compensation and Recruitment Incentives Required Questions Unanswered: 6

Add/Edit Answers

* **Are there costs that the subject may incur as a result of participation?**

Options: Yes
No

Request Revisions

Answer Required

* **Will your study offer any reimbursement, compensation, or recruitment incentives to participants?**

Options: Yes
No

Request Revisions

Answer Required

Add/Edit Answers

* **Will you be reimbursing participants for out of pocket expenses incurred as a part of research participation?**

Options: Yes
No

Request Revisions

Answer Required

* **Will you be compensating participants for the time or burden associated with research?**

Options: Yes
No

Request Revisions

Answer Required

* **Will you pay partial compensation for participants who do not complete all of the research procedures?**

Options: Yes
No

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Answer Required

Answer

* **Will you be offering any recruitment incentives?**

Options: Yes, please explain.
No

☐ Request Revisions

Answer Required

Answer

Surveys/Questionnaires/Psychometric Testing **Required Questions Unanswered: 4**

Add/Edit Answers

* **Please provide:**

1. List the names of all surveys/questionnaires/psychometric tests to be used in this study. Include both established (i.e. instruments used in previous, published research/methodologies) and study-specific instruments (i.e. instruments created for this specific study).
2. Provide a description of each instrument that is study-specific, study-created, or not otherwise established tools. Please remember to submit all data collection tools that are not established instruments to the IRB for review.

Answer Template:

List the names of all surveys/questionnaires/psychometric tests to be used in this study. Include both established (i.e. instruments used in previous, published research/methodologies) and study-specific instruments (i.e. instruments created for this specific study).

Provide a description of each instrument that is study-specific, study-created, or not otherwise established tools. Please remember to submit all data collection tools that are not established instruments to the IRB for review.

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Answer Required

* **How often will participants be asked to complete the surveys/questionnaires?**

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Answer Required

* **Approximately how long will it take to complete the surveys/questionnaires?**

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Answer Required

* **Will you be using any survey software such as Qualtrics or Survey Monkey?**

Options: Yes
No

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Answer Required

Please upload a copy of each survey you entend to use:

(Note: please do not provide links to surveys. We need the full survey in MS Word or PDF format.)

Answer:

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