

## Memorandum

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**To:** All Faculty and Staff subscribed to the IRB listserv  
**From:** Michael Henderson  
Associate Vice President for Research Regulatory Compliance and  
Strategic Initiatives  
**Subject:** Human Subjects IRB Guidance Related to COVID-19  
**Date:** March 12, 2020

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Dear Colleagues,

Please be advised that Temple's IRB has issued [IRB Guidance](#) as a part of the Office of the Vice President for Research's [messaging](#), which is meant to help ensure the safety of human subjects and the Temple University research community. This IRB Guidance will be updated as needed with any new information affecting human subjects research. Please refer back to the published IRB Guidance as any new University-wide information is published, to see if and to what extent such information may affect your human subjects research. Please also take note of the following:

1. As outlined in the President's [announcement](#) yesterday, classes are moving online but the campus is not closed. Offices and **research labs will remain open and staff should continue reporting to work as usual, unless told otherwise.**
2. Screening procedures/questionnaires that an investigator implements, which are designed to protect against the spread of the virus and collect data that will not be used/analyzed for purposes of the research, would not be considered as changes to IRB-approved procedures and methods; but would require submission of a Reportable New Information (RNI) submission. Please refer to the [IRB Guidance](#) for more information.
3. **Privacy and confidentiality provisions shall remain of paramount importance at all times.** Additionally, although research staff should be reporting to work as usual, unless told otherwise; clinical research staff should prepare for the possibility of working remotely. Thus, please ensure that you:
  - a. Maintain secure contact information for research participants should you or your staff need to reach out to them.
  - b. Ensure information is stored on Temple secure shared drives or Owlbox, for remote access.
  - c. Ensure that access to PHI and other protected clinical research information is enabled with all required securities in place.

As always, we do appreciate your continued commitment to research excellence and diligence in ensuring the safety of our human research program.

Should you have any questions, please contact the IRB at [irb@temple.edu](mailto:irb@temple.edu) / (215) 707-3390.

Current updates from Temple's Novel Coronavirus (COVID-19) website can be found [here](#) and continued research operations updates can be found [here](#).

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