

Human Research Protection Office (HRPO)

MEMORANDUM

DATE: July 1, 2022

RE: IRB Approval Stamps on Recruitment Materials

Effective July 1, 2022, the Human Research Protection Office will no longer stamp recruitment materials. This memo may be used by researchers to document HRPO's change in practice and may serve useful to share with sponsors or auditors.

The IRB approval stamp will continue to be present and function (changing approval dates at the time of continuing review) for recruitment materials uploaded prior to 7/1/2022. When existing IRB stamped recruitment materials are revised or new recruitment materials are submitted, a stamp will not be accepted.

A listing of IRB approved recruitment materials, by file name, is included in the IRB approval memo. It is important to select a file name for your recruitment materials that clearly identifies the version and type of recruitment material.