

**DECATUR MEMORIAL HOSPITAL
INSTITUTIONAL REVIEW BOARD**

SUBJECT: MANAGEMENT OF THE IRB

STANDARD: PATIENT RIGHTS AND ORGANIZATION ETHICS

EFFECTIVE: 4/08

POLICY:

The management of the IRB membership and oversight of member appointments, IRB related activities, communications, and other administrative details are the responsibility of the IRB Administrator.

Specific Policies

Term

There is no set term limit. The IRB members volunteer their time.

Appointments

All IRB members must be approved by the hospital Board of Directors and the Institutional Review Board.

Resignation and Removals

IRB members are asked to resign in writing. The vacancy will be filled as quickly as possible.

IRB members may be removed for spotty attendance or failure to perform.

Compensation

There is no compensation for serving on the IRB.

APPLICABLE TO:

These policies and procedures apply to the IRB members.

RESPONSIBILITY:

The IRB Co-Chairpersons are responsible for management of the activities of the IRB members relevant to meeting conduct and review of research.

The IRB Administrator is responsible for the day-to-day management of the activities of the IRB members.

APPROVED BY:

President and CEO