Can your activity and space usage requirements be covered under an Existing Institutional Plan? (See attached)  

NO:
- Involves only Miami personnel fulfilling employment responsibilities

YES:
- Develop a facility manager mediated plan for:
  a) Specific needs for that space in addition to the Universal plan  
  b) any proposed exceptions to the University R2R Plan

Responsible Collaborating Faculty develop a Plan for the shared space that includes:
- PPE, spacing of personnel, scheduling of use, cleaning of equipment, interacting team composition and any other factor specific to their space AND any proposed exceptions to the University R2R Plan

Face-to-Face Meetings to include conferences:
University Plan plus
a) Specific needs for that group not covered by University Plan AND
b) any proposed exceptions to the University Plan
c) Addressing external institutional policy.

Activity can be designed or converted to remote interaction/data collection

Research with Existing Approval

New Research

Activity cannot be converted to remote interaction/data collection

Primary Contact develops a protocol for the activity as a modification or new application that includes:
Justification for face to face interaction, Consent, PPE, spacing of personnel, scheduling of activity, cleaning of equipment, interacting team composition and any other factor specific to their activity AND justifications for exceptions to the University RtoR Plan. Normal IRB/Ethics Office procedures apply.

Primary Contact/Faculty Advisor: submits a modification application to the Research Ethics an Integrity Office describing proposed added interaction or adjustments due to COVID-19.

Primary contact/Faculty Advisor: submits an application per existing IRB procedures to the Research Ethics an Integrity Office addressing any relevant COVID-19 issues.

Plan includes policies for:
- daily health status self-check before leaving home;
- entering the building (distance from door for masking)
- nature of office space (closed door, cubicle, shared space)
- timing of work or entry (offset use of shared office, AM/PM use)
- use of communal areas (restrooms/kitchens/lobbies/printer/copier) rooms)
- disinfection plan for shared equipment/surface,
- signage

Develop a facility manager mediated plan for:
- Specific needs for that space in addition to the Universal plan  
- any proposed exceptions to the University R2R Plan

Primary Contact/Faculty Advisor: submits an application per existing IRB procedures to the Research Ethics an Integrity Office describing proposed added interaction or adjustments due to COVID-19.

Primary contact/Faculty Advisor: submits an application per existing IRB procedures to the Research Ethics an Integrity Office describing proposed added interaction or adjustments due to COVID-19.

Normal IRB/Ethics Office procedures apply.
s1  Normal procedure is for the IRB/Ethics office to consult with the general counsel when any activity that may be a liability to Miami is proposed that is outside the purview of the IRB mandate. The IRB would/has already shown this tendency for COVID-19.

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s2  Develop a plan that can be applied to a diverse set of circumstances

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