If you have a conflict of interest that would require you to be recused for the review of this protocol, please contact the IRB Office to arrange for reassigning this protocol. Complete and submit this form to, [IRBOffice@khcc.jo](mailto:IRBOffice@khcc.jo). The following cannot be exempted:

* Research that involves interaction or intervention with a vulnerable group such as children. This does not apply to research involving secondary analysis of existing data.
* Surveys or interviews determined to be extremely sensitive or personal.
* Research that involves audio, video or digital recordings or photography, unless the recordings and photography are only for transcription purposes.

Please review and specify if the research meets Ethical Criteria outlined below by checking the corresponding box. Please document your concerns in the corresponding comments box.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Research Title: | | | | | | |
| Project No.: | | Initial Review | | | Change in Protocol | |
| **(a) Background and Research Design**  Background information support research  Statement of purpose/hypothesis is adequate  Investigator(s) and study personnel have the appropriate background and experience to conduct the research | | | | | Comments: | |
| **(b) Risk & Benefits Analysis**  Risks are relatively minimal  Research describes potential benefits to subjects or society  Risks to benefits are acceptable | | | | | Comments: | |
| **(c) Participant Recruitment**  Appropriate inclusion/exclusion criteria  Selection of subjects is equitable  Recruitment procedures are appropriate | | | | | Comments: | |
| **(d) Participant Protection Requirements**  Provisions to protect subject privacy are adequate  Provisions to maintain confidentiality are appropriate  Unanticipated Problem reporting is adequately addressed  Additional protections for vulnerable groups are addressed | | | | | Comments: | |
| **(e) Informed Consent**  The informed consent process appropriate  The informed consent process inadequate  Waiver of Documentation of is requested  Waiver of consent or elements of consent is requested  If waiver is Requested:  I recommend granting the waiver based on the justification provided, , please explain: the research is based on retrospective data. The justification for the waiver of ICF is valid as per the Research Application form, Appendix I.  I do not recommend granting the waiver based on the justification provided, please explain     . | | | | | Comments: | |
| **(f) Protocol Risk Assessment**  *Minimal Risk: A risk is minimal where the probability and magnitude of harm or discomfort anticipated in the proposed research are not greater, in and of themselves, than those ordinarily encountered in daily life or during the performance of routine physical or psychological examinations or tests.*  According to the definition, This protocol was assessed to be:  no more than minimal risk  Greater than minimal risk  If changes in protocol:  the changes does not affect the initial risk assessment  the changes affect the initial risk assessment, please provide a rationale for the change in the risk assessment. | | | | | Comments: | |
| **I have reviewed the enclosed protocol and has determined:** | | | | | | |
| The protocol **qualifies for exemption** as it meets the criteria for exempt category(ies) shown below (choose all that apply): | | | | | | |
| **Category 1**: Research conducted in established or commonly accepted educational settings, involving normal educational practices, such as   1. research on regular and special education instructional strategies, or 2. research on the effectiveness of or the comparison among instructional techniques, curricula, or classroom management methods | | | | | | |
| **Category 2:** Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior, unless:   1. information obtained is recorded in such a manner that human subjects can be identified, directly or through identifiers linked to the subjects; and 2. any disclosure of the human subjects' responses outside the research could reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability, or reputation. | | | | | | |
| **Category 3:** Research involving the collection or study of existing data, documents, records, pathological specimens, or diagnostic specimens, if these sources are publicly available or if the information is recorded by the investigator in such a manner that subjects cannot be identified, directly or through identifiers linked to the subjects. | | | | | | |
| **Category 4:** Taste and food quality evaluation and consumer acceptance studies, (i) if wholesome foods without additives are consumed or (ii) if a food is consumed that contains a food ingredient at or below the level and for a use found to be safe, or agricultural chemical or environmental contaminant at or below the level found to be safe.  Modifications are required before final determination, please explain: | | | | | | |
| The protocol should be reviewed as expedited  Defer to full board review  protocol qualifies as Not Human Subject Research | | | | | | |
|  |  | |  |  | |  |
|  | **Reviewer’s Name &Signature** | |  | **Date** | |  |