NEW Guidance is now available for researchers conducting IRB approved human subjects research in person. If your study requires on campus interactions with participants, we strongly encourage every Faculty, Staff and Student researcher to review these requirements carefully. Please do not hesitate to contact us at reviewboard@montclair.edu and/or bergerh@montclair.edu for further clarification or instructions regarding your specific protocols.

We also will answer any questions you might have at our Zoom open Labs throughout August.

Excerpt from RedHawk Restart Research:

COVID-19 Human Subjects Research Guidelines
Research that involves human subjects in an on-campus setting must be carefully conducted and requires additional precautions.

- Human subjects must be screened 6 to 12 hours prior to arriving on campus and again upon arrival. The initial screening will need to be conducted through Hawk Check.
- The researcher must verify that the participant has completed Hawk Check. (Participant will receive an email telling them whether or not they can come to campus.) The researcher may also conduct an additional screening if applicable and appropriate. Such screenings do not require IRB approval as long as the information will not be added to the research data set.
- Subjects in known high-risk groups—e.g., adults older than 65; minors; adults with known high risk medical conditions—may be invited to campus but must be required by researchers to wear a mask at all times and follow University social distancing protocols. Where possible and consistent with the needs of the research project, individuals who identify as high risk should be permitted to participate remotely.
- Social distancing of at least 6 feet must be maintained during the visit unless alternative procedures have been approved for the specific research protocol.
- Participants should be scheduled for appointments at times that do not overlap with other participants to avoid individuals waiting in areas within 6 feet of each other. Participant schedules should provide adequate time to sanitize the research area and equipment between visits.
- Research personnel and human subjects must frequently sanitize or wash hands at appropriate times during the visit.
- Subjects and research personnel must wear face coverings, which follow the University face covering policy. Research personnel interacting with subjects must wear gloves and remove them properly between subjects. If the research requires participation by persons who have been diagnosed with or exposed to COVID-19, personnel shall also wear goggles or face shields, and gowns.
- A list of the name, date, location, and screening information for all human subjects participating in research must be recorded for possible contact tracing purposes. If they have completed the Hawk Check, they have agreed to limitations to contact tracing confidentiality.
What if my research is conducted at a school or off-campus at another site?
Researchers must follow the same precautions as required for on-campus human research. In addition, researchers must comply with any additional requirements of the host site. The researcher must obtain written notice from an authorized person at the research site certifying that approval has been granted for research activities to resume at the off-campus location and a list of the COVID-19 related precautions and measures that must be taken at the site.

Where do I get instructions on face coverings for participants?
The Red Hawk Restart General safeguards outlines the requirement for face coverings on campus. Your participants must arrive on campus wearing a face covering.

Should I use signage in my lab?
Yes! We encourage you to use signage to reinforce social distancing. Signs can be printed from those available here.

Will using contact tracing impact confidentiality of research?
All visitors on campus are expected to be screened and documented through Hawk Check. Thus, your contact tracing sheet should be for visitors, participants or anyone you encounter during work hours. Your contact tracing collection protocol should be maintained separately from any data collected in your study.

Do I need to submit an IRB modification for asking participants to complete Hawk Check contact tracing or COVID screening?
No. Your contact tracing protocol and COVID screening process applies to an MSU policy for safety and health of the campus community. Contact tracing and screening documentation should be kept separate from all study related data collection and storage.

Do I need any training on sanitization practices?
Yes. If you have not received training already please reference the detailed training information found here.

I have more specific questions, where can I get further assistance on safely implementing my in-person protocol?
We encourage you to contact us via email at reviewboard@montclair.edu. We also will answer any questions you might have at our Zoom open Labs throughout August.