1. PURPOSE
   1. The purpose of this process is to conduct post-review for submissions where this institution is being asked to rely on an external IRB.
   2. This process begins when a request to cede oversight has been submitted and pre-review has been completed.
   3. This process ends when all correspondence related to IRB determinations and actions have been sent and additional tasks have been completed.
2. REVISIONS FROM PREVIOUS VERSION
   1. None.
3. POLICY
   1. None.
4. RESPONSIBILITIES
   1. The IRB Staff generally carries out these procedures.
5. PROCEDURE
   1. For studies where IRB oversight has been ceded to an external IRB:
      1. Use HRP-857 - Letter - Acknowledge External IRB or equivalent correspondence and send the acknowledgement to the local study team.
      2. File the external IRB’s determination letter and all communications in the study file.
6. MATERIALS
   1. HRP-857 - LETTER - Acknowledge External IRB
7. REFERENCES
   1. None.