IBC ITEMS

Based on the NIH Guidelines and institutional policy, research experiments involving any of the following items MUST have an active IBC protocol:

**Recombinant or Synthetic Nucleic Acids**

**Infectious Agents**

e.g. bacteria, viruses (including viral vectors), fungi, protozoa, prions

**Human and Non-Human-Primates Derived Materials**

e.g. blood, bodily secretions and tissues, primary and established cell lines

Also, experiments involving some listed **BIOLOGICAL TOXINS** are reviewed by the IBC, if they pass their exempt limit established by the CDC and USDA.

PRE - REGISTRATION

**PRE-REGISTRATION Visit**

Before new protocols are created, the Biosafety Office schedules a visit to provide instructions on the electronic submission, to explain the IBC review/approval process and to assess the location(s) where research activities are to be conducted.

Creating a Protocol

Protocols are submitted for review through a Word application form. Once the main form and its corresponding appendices are completed. They need to be forwarded to the **Biosafety Office**.

IBC Main Form

UC may potentially lose NIH funding if protocols are not properly submitted to IBC for review!

Biosafety Office: 558-6182 inbiocom@ucmail.uc.edu
AMENDMENTS

An approved protocol expires after 3 years from its initial approval date.

Protocols must be kept up-to-date. Amendments are submitted to reflect any changes (e.g. authorized personnel, location).

Amendments other than authorized personnel and location updates will require review and approval by the full committee.

TIMELINE

The full committee meets on the first Thursday of every month.

Protocols that are submitted 2 weeks in advance of the day of the meeting will be on the agenda.

Most protocols are completed/approved with only one review; however, if major modifications and additional information are requested, a protocol may be deferred to the next meeting which would delay approval for approximately 4 more weeks.