**IRB Guidance for Students in the UW College of Education Qualitative Methods Sequence**

*(Updated May 2021 based on meeting between Carly Roberts and Leah Miller)*

**Researchers should consult the** [**UW Human Subjects Division website**](https://www.washington.edu/research/hsd/) **for information before starting the process of submitting an IRB application.**

* **What counts as research?** Researchers are advised to make a self-determination as to whether their project meets the [federal definition of research](https://www.washington.edu/research/hsd/do-i-need-irb-review/is-your-project-considered-research/) and needs to be submitted to the IRB for review. In collaboration with their advisor and support in the Qual Methods class, all students are encouraged to use the [Human Subjects Research Determination worksheet](https://www.washington.edu/research/forms-and-templates/worksheet-human-subjects-research/) in deciding if their study meets the federal definition of research and requires IRB review.
* **Publishing and IRB**: Publishing is NOT contingent on IRB approval. The need for IRB approval is based on whether or not studies meet the [federal definition of research](https://www.washington.edu/research/hsd/do-i-need-irb-review/is-your-project-considered-research/), NOT whether or not someone intends to disseminate/publish the findings.
* **IRB Training and Information**: Students are encouraged to explore the resources available on the [UW IRB website](https://www.washington.edu/research/hsd/), specifically the “Getting Started in Zipline” tutorial on the [Zipline page](https://www.washington.edu/research/hsd/zipline/), which provides helpful information, resources, and documents pertaining to the UW IRB and human subjects research.
* **Retroactive IRB**: UW IRB does not approve IRB applications or human subjects research activity retroactively. However, if someone would like to do a research project involving the secondary analysis of existing data collected for non-research purposes, they should submit the study to the IRB for review. This option is to be used if someone originally collected data that was not for research purposes, but which they now think is intended to contribute to the generalizable knowledge and counts as research.