

Institutional Review Board (IRB) Review Fee Policy

The fee schedule for UT Southwestern IRB review of all industry developed clinical research of protocols submitted to the IRB on or after September 1, 2017, will be as follows:

IRB Review Fee

Protocols submitted to the UTSW IRB:

- Initial review of Protocol and associated materials by UTSW IRB \$3,000
- Continuing review by UTSW IRB (required annually or less than) \$1,500

There will be no additional charge for modifications, reportable events, or study closure.

The [previous IRB fee schedule](#) is no longer effective for studies submitted to eIRB on or after September 1, 2017.

IRB Fees

The fees apply to the following:

- Research supported by pharmaceutical or device firms and other for-profit entities.
- Research conducted by non-UTSW personnel conducted in accordance with IAAs/MOUs or Research Affiliation Agreements. The fees charged will be as stated in signed agreements.

The fees will NOT apply to applications submitted to the IRB that:

- Do not: (a) constitute research, or (b) involve human subjects
- Qualify for exemption from IRB review
- Are solely or primarily federally funded
- Involve a non-research use of a Humanitarian Use Device
- Are for emergency use or expanded access of an investigational drug or device
- Are supported by pharmaceutical companies in which the UTSW investigator holds the intellectual property and NO information will be shared with the for-profit company
- Are initiated by UTSW investigators

Billing and Payment Procedure

The Human Research Protection Program Office (HRPPO) will invoice the sponsor/responsible party for initial review fees and at the time of continuing review for renewal fees. An Interdepartmental Requisition (IDR) will be processed by the HRPP and charged to the study accounts following initial approval and after the continuing review has been submitted. All payments received by the sponsor/responsible party will be deposited to the University clearing account and credited to the study account (if one exists). If a study account has not been established, the fee will be credited directly to the HRPP account.

Lockbox Addresses for Receipt of Checks

U.S. Mail

UT Southwestern Clinical Trials
P.O. Box 842265
Dallas, TX 75284-2265

FedEx or Other Courier

Bank of America
Lockbox Services
Attn: Lockbox #842265
1950 N. Stemmons Fwy
Ste. 5010
Dallas, TX 75207
1-800-376-2703 (For courier airbill)

Tax ID Number

75-6002868

Note: Checks should be made payable to "The University of Texas Southwestern Medical Center" and should reference the Principal Investigator's name, protocol number, and invoice number.