Stronger Together: Creating a Certified IRB Professional (CIP) Study Group that Incorporates Multiple Institutions
Sarah Marie Huban, MA, CIP, CHRC; Sarah Clark-Worley  
*Children’s Healthcare of Atlanta*

**Submission Type:** Programmatic  
**Topic Area:** Education and Training  
**Poster Number:** 7

**Background:** Preparing for the CIP exam can be a daunting task, especially if you are preparing on your own. Developing a study group and outline that incorporates individuals and ideas from different institutions can help keep test takers on track with preparation while also providing alternative insight on regulatory interpretation and IRB policies and procedures. If there is difficulty identifying test takers from various institutions, we recommend opening the study group up to non-test takers that are interested in learning more about the IRB (members, coordinators, administrative staff).

**Findings:** After completing a few sessions of various lengths and materials, we found that a 10 week program covering the following topics was optimal: Background and Overview, IRB Organization, Review Categories/Research Determinations, Full Board Studies, Informed Consent, Continuing Review, Administrative and Regulatory Issues, Vulnerable Populations, and Uncommon Study Design and Categories. The program was long enough to cover the material, but not so long that the study group experienced burn out or overload. Each week, participants were asked to complete reading(s) from *Institutional Review Board Management and Function, Institutional Review Board Member Handbook*, and Food and Drug Administration and Office for Human Research Protections Guidance and Information Sheets. One leader from each institution shared responsibility for presentations and all participants were encouraged to discuss procedures at their institutions. The leaders worked together to prepare review games, flash cards, practice exams, and PowerPoint presentations. The program was evaluated based on the passing rate among test takers and feedback from participants. Our first study group, which only included participants from one institution, had a passing rate of 67% (2/3). Our last combined study group, which included participants from three institutions, had a passing rate of 83% (5/6).

**Conclusions:** As the need arises, we are ready to re-start the study group using the same basic outline and materials. Many test takers can find other willing participants nearby that are interested in joining a study group by looking at local hospitals, research institutions, and universities. While not all IRBs are geographically located to be able to include participants from outside institutions, we believe that the same results can be replicated using our basic study group outline and using technology to "meet" weekly with participants from multiple institutions. By incorporating participants from multiple institutions, individuals can learn different ways of thinking about and implementing regulations and guidance.