



National University of Health Sciences General Policies

Title: **Institutional Review Board Records** Page **1** of **1**

Date Adopted: **October 3, 2011**

Date(s) Revised:



President

10-3-11

Date

POLICY STATEMENT

Institutional Review Board (IRB) meeting minutes and detailed record of meetings will be maintained electronically indefinitely.

Adult-related projects files that have been closed for seven years or project files that have not been reviewed for seven years may be appropriately and immediately destroyed without further review. Pediatric-related project files will be maintained for a minimum of seven years past the project's youngest child reaching 21 years of age, upon which files may be appropriately and immediately destroyed without further review.

If IRB has knowledge of litigation involving an approved or previously approved project, project files will be maintained indefinitely.