Educational Research in the MD Program at HMS: What Approvals are Required?

1) Does your study involve data on or from HMS MD students (and/or associated teaching faculty)?
   - YES
   - NO

   1a) You do NOT need approval from the PME Executive Committee. Please consult with your hospital IRB and/or the Longwood Campus IRB office.

2) Does your study involve data on or from HMS MD students and/or associated teaching faculty in more than one course or clerkship?
   - YES
   - NO

3) Are you a Course/Clerkship Director or is s/he/they part of your research team?
   - YES
   - NO

   3a) You must consult with the Course/Clerkship Director and seek their partnership to gather any further approval.

4) Does your study involve gathering data from students/faculty that fall outside the normal realm of data gathered such as course evaluations, performance on quizzes/exams, or feedback on course-based curriculum and pedagogy?
   - YES
   - NO

5) Do you wish to publish your study?
   - NO
   - YES

   5a) This is pure educational QI for internal use only. No approval required.

   5b) Course Directors are free to publish QI research using data from their own course(s)/clerkship(s) assuming they do not compromise student privacy, but it is advisable to request an ex-post PME Educational Scholarship review/approval letter to submit to journals in lieu of formal IRB approval.

2) Please complete this ONLINE SUBMISSION FORM to request PME review of your study. We will screen for alignment with PME curricular priorities, scientific merit, and survey burden, and confirm it is “Not Human Subjects Research.”

IF APPROVED
- We will send you a letter confirming it as “Not Human Subjects Research”. We recommend that you share your PME-approved study with your hospital IRB.
- Please submit this letter to journals with your manuscript in lieu of an IRB approval.

IF NOT APPROVED
- You will receive a letter explaining why your data access and/or survey request has been denied, indicating a revise & resubmit or a rejection.
- OEQI Honest Broker will issue your survey and/or pull & deidentify EDW data and send to PI for analysis.
- If your data access and/or survey request has been approved, but your study is deemed to be human subjects, we will refer you to Longwood Campus IRB office for IRB review and approval.