



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF COMMUNITY BASED CARE SERVICES

BUREAU OF BEHAVIORAL HEALTH

Committee for the Protection of Human Subjects

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To: New Hampshire Department of Health and Human Services Committee for the Protection of Human Subjects
(NH DHHS CPHS) Research Community

From: Barbarajo E. Bockenbauer and Susan Guarino

Institution of Fees for Review

Dear Research Community,

In 1978, the National Commission for the Protection of Human Subjects of Biomedical and Behavioral Research recommended that Institutional Review Boards (IRBs) receive direct funding. The NH DHHS CPHS has been fortunate to have operated without charging fees for review. However, in order to continue to successfully carry out our federally mandated responsibility to protect the rights and welfare of research participants, we will soon begin charging fees. The fees will assist with administrative operations, as well as, contribute to adequate resources and well-trained staff. Given the current economic condition, we have carefully reviewed other committee's fees and thus have established fees that are comparable.

Effective 11/4/09, the CPHS began charging a fee for NEW, funded (federal or non-federal) studies. The fee will only be charged at the time of initial review and will cover all review activities for the life of the study.

As of September 13, 2010 the following guidelines will be in place:

- **Studies requiring Full Committee Review will be charged \$2,000.**
- **Studies receiving Expedited Review will be charged \$750.**
- **Studies already in existence will not be subject to any fees.**
- **Studies that are unfunded or Department funded will not be subject to any fees.**
- **Studies that receive dual reviews with other institutions, or that have other extenuating circumstances, will be considered for a waiver or modification of fees on a case-by-case basis.**

Please include these fees as part of your initial budget plan for funding proposals. Upon submission, an invoice will be billed to you. Please provide the appropriate name and address for the invoice to be mailed.

Any questions or requests for waivers should be emailed to Susan Guarino at guarinos@mhcgdm.org

A copy of this letter is available at: <http://www.dhhs.state.nh.us/irb/documents/irbfees.pdf>