**Instructions:** Please utilize this form to indicate how your human subject research (HSR) activities will conform to Phase 2 requirements. To complete this form, refer to [this document](https://resources.uta.edu/research/_documents/rs_documents/UTA%20HSR%20Ramp%20Up%20Final%20-%206-12-2020.pdf) which includes: 1) Phase 2 criteria, 2) Checklist for HSR Planning During COVID-19, and 3) the handout “Special COVID-19 Information for Research Participants.” To submit your Request for consideration, [submit an IRB Protocol](https://resources.uta.edu/research/regulatory-services/human-subjects/submitting-an-irb-protocol.php) (for new projects) or Modification (for existing approved protocols) in [Mentis](https://mentis.uta.edu/public/#irb/protocol/your-approved-protocol/protocol-number//pi-name//title//page//per-page/) and upload this completed Request Form as an attachment. The Request Form will be evaluated by the COVID-19 HSR Task Force. IRB Staff will facilitate this process and inform you of the final determination/approval of the Task Force and the IRB. \*\*Please note that unless otherwise expressed by you, the special accommodations described in #8 - #14 below will be considered as ***temporary***; once HSR restrictions related to the COVID-19 pandemic are lifted, it is understood that you will return to the standard procedures approved in your IRB protocol.

1. Principal Investigator:
2. IRB Protocol # and Title:
3. Is your protocol federally funded and/or FDA regulated?
4. Describe the Phase 2 in-person HSR activities that are essential for the research purpose and that cannot be postponed or occur in some other way.
5. What direct physical contact or close interactions will take place (please be specific)? How long will the activities last, and how many times will they take place?
6. Where will the activities take place? Will any other individuals be present or in the vicinity other than research team personnel and the subjects (for example, in a shared lab space)?
7. Describe the subject population. What is the age range of subjects? Will any be considered at higher risk for severe illness from COVID-19 according to [CDC guidelines](https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-increased-risk.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fneed-extra-precautions%2Fpeople-at-higher-risk.html)?
8. Describe how hand washing, face coverings, eye protection, and gloves will be utilized and enforced for subjects *and* research team personnel and describe the use of any additional PPE, safety measures, or engineering controls. Longer periods of close interaction or direct physical contact (>10 minutes of direct contact or close interaction) or activities with potential for high exposure may require [additional personal protective equipment (PPE) or engineering controls](https://www.cdc.gov/coronavirus/2019-ncov/hcp/respirators-strategy/index.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fhcp%2Frespirators-strategy%2Fconventional-capacity-strategies.html) such as face shields, physical barriers, etc.
9. Describe how social/physical distancing will be maintained and enforced (other than the occasions requiring direct physical contact/close interactions).
10. Describe how scheduling will be managed to ensure that 1) exposure/presence of research team personnel is minimized to the greatest extent possible, and 2) an appropriate amount of time will be allotted to clean and disinfect between each subject’s visit.
11. Describe your process and products for cleaning and disinfection of facilities and equipment/devices. Confirm any products used are [EPA-approved for use with human coronavirus](https://www.epa.gov/pesticide-registration/list-n-disinfectants-coronavirus-covid-19).
12. The process for symptom screening and temperature checks for subjects *and* research team personnel is described in the “Checklist for HSR Planning During COVID-19” referenced in this form’s instructions. Please confirm you will follow those procedures and utilize the screening questions in the Checklist. If you propose any alterations or additions, please describe them here.
13. The process for notifications if someone (a subject *or* research team personnel) identifies being exposed to or tested positive for COVID-19 is also described in the “Checklist for HSR Planning During COVID-19” referenced in this form’s instructions. Please confirm you will follow those procedures. If you propose any alterations or additions, please describe them here.
14. Describe how you will ensure all research team personnel follow the procedures and requirements described above, and how you will monitor for continued adherence.

**Reminder:**

The handout “Special COVID-19 Information for Research Participants” must be presented and signed by each research subject prior to participation.