

# IRB Determination Process for DNP Scholarly Projects

## Key

- **HSR** - Human Subjects Research Worksheet
- **PAF** - Project Abstract Form
- **HRPP** - Human Research Protections Program (utkirb@utk.edu)
- DNP Chair - Tracy Brewer (tbrew12@utk.edu)
- ORS Admin Specialist - Holly Hauck (hhauck@utk.edu)
- HRPP Director - Jennifer Engle (jengle@utk.edu)

Complete the  
Human  
Subjects  
Research  
(HSR)  
Determination  
Worksheet

Activity determined to  
be Human Subjects  
Research?

No

To request a formal  
letter of determination,  
email HSR worksheet,  
PAF, & letter of support  
to HRPP, DNP Program  
Chair, & ORS Admin.  
Specialist

DNP Chair and HRPP will  
review documents and HRPP  
will send official letter of  
determination

Ask

Do you need IRB  
determination  
from project site  
IRB?

No

Yes

Email HRPP Director  
explain request for  
determination from  
project site IRB. Wait  
for further  
instructions before  
starting project.

Yes

Provide Project Site  
with UTK IRB  
Determination letter.  
Does the project site  
still seek  
determination?

No

Start  
Project

Yes

**STOP!** Contact DNP  
Program chair. Email  
HSR worksheet, PAF  
and Letter of support  
from project site. Wait  
for instructions!