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| **STAGE** | **STAGES** | **REQUIRED DOCUMENTS** | **TERMS**  | **TIME FOR EXPERTISE** | **EXPECTED RESULTS** |
| **Planning**  | **APLLICATION FOR A FULL REVIEW** | 1. Application form for a full review or an application form for exclusion2. Study protocol 3. Study instrument4. CV of the leading researcher 5. Form of informed consent6. Confidentiality form for the researcher7. Other relevant documents | Before the start of the studyApplications received from the 1st to the 14th of each month will be reviewed from the 15th of the same month;Applications received from the 15th to the 30th of each month will be reviewed from the 31st/1st of the same month. | Up to 15 working days | Approved with no comments→ realization of the studyApproved after minor changes → application for a follow-up reviewSubject to re-submission → application for a follow-up reviewNot approved → cancellation of the study  |
| **APPLICATION FOR AN EXPRESS REVIEW** | Up to 10 working days |
| **APPLICATION FOR EXCLUSION** | Up to 15 working days | Approved → realization of the studyNot approved → full review |
| **APPLICATION FOR A FOLLOW-UP REVIEW** | 1. Application form for a follow-up review2. Study protocol3. Other documents that were updated/changed | Not later than 5 days after receiving a letter from the IRB | Up to 10 working days | Approved → realization of the studyNot approved → cancellation of the study |
| **Realization** | **APPLICATION FOR A ROUTINE REVIEW**  | 1. Application form for a routine review2. Study protocol3. Study instrument 4. Form of informed consent5. Confidentiality form for the researcher6. Other relevant documents | Every 12 month after the has been approvedUpon the request of the IRB at any stage of the study | Up to 10 working days | Approved → realization of the studyNot approved → suspension or cancellation of the study  |
| **APPLICATION DUE TO THE CHANGES** | 1. Application form due to changes2. Updated study protocol3. Other documents that were updated/changed | Not later than 15 days of the planned changes | Up to 5 working days | Approved → continuation of the research with changes Not approved → continuation of the research without changes  |
| **REPORTING UNFORSEEN EVENTS** | 1. Form for reporting unforeseen events2. Other relevant documents that include information on the case of unforeseen circumstances  | Not later than 3 days after the unforseen event has happened | Up to 5 working days | Approved → continuation of the research with or without changesNot approved → suspension or cancellation of the study |
| **Final stage** | **APPLICATION FOR THE FINAL REVIEW**  | 1. Application form for the final review2. Study protocol3. Study instrument4. Form of informed consent5. Confidentiality form for the researcher6. Other relevant documents | Not later than 3 days after the data has been collectedNot later than 3 days after the data has been analyzed  | Up to 15 working days | Approved → finalize researchNot approved → finalize research |