## Check List for Resuming In-Person Human Participant Research

**Introduction:** This check list is intended for use by College of Charleston human participant researchers engaged in exercise or other high-risk interactions with participants. Submission of this check list is required if you have an existing protocol that underwent full board review. If you are unsure whether to complete this form, please contact compliance@cofc.edu.

Upon completion of this form, submit as a Protocol Modification through the eForm addendum system. Resumption of in-person data collection can occur upon receipt of a Protocol Modification Letter, following the review of the Check List by the IRB.

**Instructions:**
"X" all items as appropriate. Mark "NA" for any questions that are not applicable to the research. Please see the IRB COVID Guidance for more information.

**PRESCREENING REQUIREMENT**

___ Prior to data collection, research team member will ask the research participant:
1. Are you feeling ill?
2. In the last two weeks, have you been diagnosed with COVID-19?
3. Have you been in contact with someone recently diagnosed with COVID-19?

___ Prior to data collection, research participant will undergo a temperature check.
Temperature must be under 100.4 to proceed.
___ number thermometers available to research team

**RESEARCH SPACE**

___ How many people will be present during the data collection?
____ research team members
____ study participants

___ How large is the research space where data collection will occur?
____ square feet

___ What is the maximum number of people allowed in the research area? Note: See Johnson Center and George Street Fitness Center guidelines for more information
____ people

___ For how long will the interaction/data collection take place?
____ minutes

___ Can you conduct data collection outside?
___ Y ___ N

___ Can seating for data collection be arranged in order to achieve 6 feet of social distance?
___ Y ___ N
If no, can study participants be separated in different rooms/spaces?
___ Y ___ N

___ Will you schedule visits so that participants will be waiting in a separate area prior to the procedures?
___ Y ___ N

If no, how many will wait together, and will any team members, family members, etc. be present?

____ Study Participants ___ Non-study participants

___ How large is the space where people will wait?

____ square feet

___ What is your maximum number of people allowed in the waiting area?

____ people

___ Is there a window that could be opened to improve ventilation?

___ Y ___ N

___ Can you leave a door open to improve ventilation and maintain privacy?

___ Y ___ N

**PERSONAL PROTECTIVE EQUIPMENT**

___ All team members will wear appropriate face coverings, in accordance with CofC Policy.

___ Can you provide masks for participants?

___ Y ___ N

___ Single-use gloves are required for all team members who make physical contact with participants. How will these items be obtained?

_____

___ Will additional PPE (e.g. face shields) be used?

___ Y ___ N

Describe:

_____

___ Is there a location to wash hands?

___ Y ___ N

___ Will hand sanitizer be provided?

___ Y ___ N

To whom: _____

**SANITATION REQUIREMENTS**

___ Disinfect surfaces where interactions will occur, after each data collection interaction, e.g., door handles, desk, or table surfaces, etc.

___ Disinfect surfaces that make contact with participant, e.g., blood pressure cuffs, VR headsets, touch screens, keyboards, gym equipment, etc.

___ Disinfect waiting area surfaces

___ List all surfaces to be disinfected:

_____

___ How will you provide cleaning and disinfecting supplies for team members?

_____

**PARTICIPANT SAFETY NOTIFICATION**

Note: Informed consent document should only be changed if the research procedures have changed. Human Research Participant COVID Safety Notification (Safety Notification) should be provided to participants in ADDITION to consent form and does not replace informed consent document.

___ Confirm that Safety Notification does not replace informed consent document

___ Confirm that Safety Notification will not be embedded in the study's informed consent document.

___ Confirm Safety Notification, as provided online, is provided to all participants.

Note: Participants should be encouraged to view the Safety Notification online, but a hard copy should be available upon request. A QR code and short web link will be made available for researchers to encourage online dissemination.

___ May add supplemental information to the Safety Notification but cannot modify the provided information.

Supplemental information to be included, if necessary:

_____

**REPORTING POSITIVE CASES**

___ Research participants are encouraged to contact research team should they test positive for COVID after interaction with researchers (included in Safety Notification)

___ Research team members will follow CofC Guidelines for testing, reporting, and quarantining should they be notified of potential exposure