

From: [Richard Helfers](#)
To: [Bush, Lisa](#)
Subject: Re: Reciprocity Agreements
Date: Wednesday, December 13, 2023 10:07:58 AM
Attachments: [image001.png](#)

I am starting to fill out the form, on page 7 it asks about a current Institutional Authorization and Division of Responsibilities Agreement on file between this External IRB Organization and Local IRB. When I click not sure—it says to contact our IRB office.

The IRB at TCU will be reviewing the protocol and be the one that approves it. What is the best answer to that question, yes—no---or keep it as not sure?

Also, earlier it asked about the Sponsor's name-----we have been contacted by Flock Technology to help them evaluate how police agencies use their system. (That documentation is on file where legal approved it and Kouider signed the MOU). So, would the Sponsor's name be TCU or should I use Flock? The next question asked for the sponsor's protocol #----so this leads me to believe the sponsor would be TCU since they are approving the protocol.

Thanks for any insight into the above issues.

Rick

RICHARD C. HELFERS, PH. D.

**Associate Professor of Criminal Justice and Public Administration
Social Sciences**

W: 903-566-7399 | rhelfers@uttyler.edu | www.uttyler.edu

The University of Texas at Tyler | 3900 University Blvd. Tyler, Texas 75799

[The University of Texas at Tyler](#)



From: Bush, Lisa <lbush@uttyler.edu>
Sent: Monday, December 11, 2023 5:10 PM
To: Richard Helfers <rhelfers@uttyler.edu>
Subject: RE: Reciprocity Agreements

Hi Rick,

Thanks for reaching out... I handle the reciprocity agreements....

Sounds like you are working with a colleague at another institution, they will be the lead investigator and their institution would like to be the IRB of record?

If this is the case if you can go into IRBManager and complete the submission that says "Request External IRB review request"

This is an abbreviated initial review submission that also includes a place to provide information regarding the other institution.

Once we receive the submission for review then I will reach out to the other institution and begin initiating the reliance agreement.

Happy to jump on a phone call or teams call this week if you want to discuss further or have any other questions.

Lisa

LISA BUSH, MS, CIP

**Director--Human Research Protections Program and
Institutional Review Board Office**

W: 903-877-7632 | lbush@uttyler.edu | www.uttyler.edu

The University of Texas at Tyler Health Science Center | 11937 U.S. Hwy. 271 Tyler, Texas 75708



From: Richard Helpers <rhelfers@uttyler.edu>

Sent: Thursday, December 7, 2023 11:36 AM

To: Bush, Lisa <lbush@uttyler.edu>

Subject: Reciprocity Agreements

Hi Lisa, are you still the one that may be able to answer an IRB question? I am looking for the reciprocity agreement for collaborative research. I have looked through the handbook, but just can't seem to locate it. Would you be able to point me in the right direction to locate what I need to do to gain approval to work with a colleague at another institution that is completing an IRB at his institution?

Thanks,

Rick

RICHARD C. HELFERS, PH. D.

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Social Sciences**

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