

1 PURPOSE

- 1.1 This document describes the policies and procedures for developing, implementing, and revising policies and procedures for the UW Institutional Review Board (IRB) and the Human Subjects Division (HSD).

2 POLICIES

- 2.1 HSD has and maintains written policies and procedures for the major functions of the UW IRBs and HSD. As required by federal regulations, this includes procedures which the IRB will follow for:
 - 2.1.1 Conducting its initial and continuing review of research and for reporting its findings and actions to the investigator and institution;
 - 2.1.2 Determining which projects require review more often than annually and which projects need verification from sources other than the investigators that no material changes have occurred since previous IRB review; and
 - 2.1.3 Ensuring prompt reporting to the IRB of proposed changes in a research activity, and for ensuring that such changes in approved research, during the period for which IRB approval has already been given, may not be initiated without IRB review and approval except when necessary to eliminate apparent immediate hazards to subjects.
- 2.2 HSD and IRB policies and procedures must be consistent with:
 - 2.2.1 Applicable federal and state regulations;
 - 2.2.2 The terms of the UW's Federalwide Assurance (FWA);
 - 2.2.3 UW Executive Order No. 24.
- 2.3 The HSD Director has delegated authority from the Vice Provost of Research to develop, implement, and revise policies and procedures for the IRB and HSD (Reference 7.3).
 - 2.3.1 The HSD Director is expected to consult with other UW offices, groups, and individuals in developing policies and procedures, and in interpreting regulations and regulatory guidance.
- 2.4 As established by the Vice Provost for Research (Reference 7.3), policies must have the written concurrence of the Institutional Official listed on the UW's FWA.
- 2.5 Procedures should provide sufficient step-by-step description with key operational details so that an independent observer can understand how HSD and the IRB operate and conduct their major functions.

Policy Writing Guide Templates

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Policy Writing Guide Templates:

Operating Policies and Procedures Manual for Medical Practices Elizabeth W. Woodcock, Bette A. Warn, 2006 This popular bestseller is an easy to use manual complete with customizable medical office policies Covering more than 100 of today's most pressing events this manual helps practice administrators and managers set procedures and policies for managing operational financial and risk issues as well as personnel disaster planning and exposure control [Study Guide to Conflict of Interest Compliance](#), 2024-10-26 Designed for professionals students and enthusiasts alike our comprehensive books empower you to stay ahead in a rapidly evolving digital world Expert Insights Our books provide deep actionable insights that bridge the gap between theory and practical application Up to Date Content Stay current with the latest advancements trends and best practices in IT AI Cybersecurity Business Economics and Science Each guide is regularly updated to reflect the newest developments and challenges Comprehensive Coverage Whether you're a beginner or an advanced learner Cybellium books cover a wide range of topics from foundational principles to specialized knowledge tailored to your level of expertise Become part of a global network of learners and professionals who trust Cybellium to guide their educational journey www.cybellium.com [Creating and Updating an Employee Policy Manual: Policies for Your Practice](#) American Dental Association, 2016-06-01 This resource helps dental practices develop an office policy manual Includes sample policies forms and worksheets to help craft the perfect policy for your dental employee handbook With 99 sample dental office policies sample dental job descriptions templates for forms worksheets and checklists and explanations of at will employment Also offers information on dental staff training including OSHA and HIPAA *WordPress All-in-One For Dummies* Lisa Sabin-Wilson, 2024-02-06 The no nonsense guide to building your own WordPress site With the help of WordPress All in One For Dummies you can get your first WordPress blog or website set up in no time Fully updated for the latest WordPress releases this 8 books in 1 guide walks you through all the features of this powerful web builder You'll discover how to choose and customize a theme pick the perfect web host and URL and manage multiple websites with multiple authors Use WordPress as a content management software CMS platform work with multimedia formats and add plugins to your site With state of the art features WordPress has become the go to platform for website owners and bloggers who want to be noticed This beginner friendly Dummies guide gives you the know how to make WordPress work for you Build a website or blog with WordPress the leading open source web builder Discover the powerful customizable features of the latest versions of WordPress Allow multiple people to contribute to your site and keep your content organized Easily make changes and modifications with the WordPress interface Both WordPress novices and more experienced users looking to dive into new features will love the easy to follow instructions and tips in WordPress All in One For Dummies **Computer Security Handbook, Set** Seymour Bosworth, M. E. Kabay, Eric Whyne, 2012-07-18 The classic and authoritative reference in the field of computer security now completely updated and revised With the continued presence of large scale computers the

proliferation of desktop laptop and handheld computers and the vast international networks that interconnect them the nature and extent of threats to computer security have grown enormously Now in its fifth edition Computer Security Handbook continues to provide authoritative guidance to identify and to eliminate these threats where possible as well as to lessen any losses attributable to them With seventy seven chapters contributed by a panel of renowned industry professionals the new edition has increased coverage in both breadth and depth of all ten domains of the Common Body of Knowledge defined by the International Information Systems Security Certification Consortium ISC Of the seventy seven chapters in the fifth edition twenty five chapters are completely new including 1 Hardware Elements of Security 2 Fundamentals of Cryptography and Steganography 3 Mathematical models of information security 4 Insider threats 5 Social engineering and low tech attacks 6 Spam phishing and Trojans attacks meant to fool 7 Biometric authentication 8 VPNs and secure remote access 9 Securing Peer2Peer IM SMS and collaboration tools 10 U S legal and regulatory security issues such as GLBA and SOX Whether you are in charge of many computers or just one important one there are immediate steps you can take to safeguard your computer system and its contents Computer Security Handbook Fifth Edition equips you to protect the information and networks that are vital to your organization

Fundamentals of Sleep Technology Teofilo Lee-Chiong, M.D., 2012-06-01 Fundamentals of Sleep Technology provides a thorough understanding of the use of polysomnography and other technologies in the evaluation and management of sleep disorders Coverage includes in depth reviews of the neurophysiology and cardiopulmonary aspects of sleep along with the pathophysiology of sleep disorders Detailed sections on polysomnography include recording procedures identifying and scoring sleep stages and sleep related events and report generation Chapters discuss therapeutic interventions including positive airway pressure supplemental oxygen surgical and pharmacologic treatments and patient education A section focuses on pediatric sleep disorders and polysomnography Also included are chapters on establishing and managing a sleep center and accrediting a sleep program Fundamentals of Sleep Technology is endorsed by American Association of Sleep Technologists AAST AAST committees oversaw the development of this book defining the table of contents recruiting the Editors and providing most of the contributors

The Handbook of Carbon Management Petra Molthan-Hill, Fiona Winfield, Richard Howarth, Muhammad Mazhar, 2023-02-27 Winner of the 2024 Business Book Awards Change Sustainability category Winner of the Bronze Axiom Business Book Award 2024 in the Philanthropy Non Profit Sustainability category Every manager and every employee in every function can embed climate solutions and reduce greenhouse gas emissions This book written by experts in the field of sustainability in business shows you how The climate crisis is one of the greatest challenges we face today and it affects all aspects of business and society Consequently everyone needs to know the best high impact climate solutions that can be embedded into their organisational area In this book you will find ideas for your team your department and your organisation to make this a reality We provide you with implementation plans and inspiring case studies with practical and helpful tools that will help you to scale up

climate solutions effectively and efficiently If you are an owner of a company or an executive in any organisation you will benefit from this step by step guide on how to set up your own greenhouse gas management plan how to set targets and how to reduce the greenhouse gas emissions of your whole organisation We explain key terms such as Net Zero Carbon Neutral carbon emissions equivalents and the three scopes In order to halve our emissions worldwide by 2030 to achieve Net Zero by 2050 individual actions on a large scale are required but also systemic changes We look at the bigger picture in this book and also how you could effect change This is the first book to offer an easy to implement approach to decarbonise organisations and transform societies and is appropriate for managers at any level This book can also be used in business schools to inspire future managers and business leaders Last but not least everyone can find ideas here that they can implement in their personal lives let s scale up together

Quality Assurance and Quality Improvement Handbook for Human Research Leslie M. Howes, Sarah A. White, Barbara E. Bierer, 2019-11-05 Helping human research protection program professionals create implement and evaluate quality assurance quality improvement programs Quality Assurance and Quality Improvement Handbook for Human Research is the first comprehensively designed instructional manual aimed at teaching human research protection program HRPP professionals how to create implement evaluate and improve QA QI programs Geared toward institutions and individuals responsible for establishing new QA QI programs or functions the book offers several organizational models for consideration It also provides practical information for improving and strengthening established programs both big and small Written in a conversational style the book s step by step instructions make it easily accessible to those who may not be well versed in QA QI concepts and fundamentals Developed by the QA QI Subcommittee of the Harvard Catalyst Regulatory Foundations Ethics and Law Program which is committed to designing and strengthening QA QI programs and functions this volume includes contributions by fifteen experts with diverse professional experiences from varied organizations is enhanced with flow charts examples sample forms and templates incorporates model slide presentations and instructional materials discusses the respective benefits and challenges of different organizational models is applicable across many organizational types with a variety of reporting structures and available resources including academic and medical institutions Perfect for both seasoned personnel and newcomers to the field Quality Assurance and Quality Improvement Handbook for Human Research is a needed resource for ensuring investigative accountability Contributors Hila Bernstein MS MPH Barbara E Bierer MD Elizabeth Bowie JD MPH MSc Susan Corl MSW MPH CIP CCRP Jacquelyn My Do MPH Lisa Gabel CIP Alyssa Gateman MPH CCRP Jennifer A Graf Nareg D Grigorian Leslie M Howes MPH CIP Jennifer Hutchinson CIP CPIA Cynthia Monahan MBA CIP Eunice Newbert MPH Sarah A White MPH CIP Elizabeth Witte MFA

Governance in Sport Bonnie Tiell, 2025-06-17 At its core sport governance encompasses two key elements power and decision making To truly grasp a sport organization s purpose and structure it s essential to understand who wields power and which decisions are made by those who possess it Regrettably the abuse of power coupled with ineffective

governance and lackluster leadership has fostered widespread corruption within sport organizations a situation that calls for a renewed commitment to practicing principles of good governance and restoring integrity and ethical conduct In response the updated and enhanced Governance in Sport Analysis and Application Second Edition aims to equip students with the skills to navigate both ordinary and extraordinary situations encountered in the oversight and authority of sport organizations at all levels of sport Governance in Sport examines sport governance from three broad analytical and applied perspectives A legal and managerial overview of practices processes and policies in sport organizations encompassing ethical behavior effective leadership decision making and policy development A framework of the structures and functions of regulatory agencies that govern state national regional and international sports An applied overview of governance and authority in selected sectors of the industry including professional sports amateur sports sports media sports betting esports and more Through examinations of contemporary hot button issues and compelling new case studies covering the Ukraine invasion Brittney Griner transgender athletes in sports LIV Golf versus the PGA conference realignment name image and likeness NIL issues the Kanjuruhan Stadium catastrophe and the workplace misconduct in the Washington Commanders organization students will see how governance differs in sport organizations at various levels in the United States and around the world Additional new features include the following Headlines begin each chapter calling out incidents of corruption within the sport industry Rules and Regulations Corners provide quick overviews of policies and laws affecting weighty issues Combating Corruption sections offer best practices for preventing and minimizing behavior deemed illegal unethical or counterintuitive Governance in Action case sidebars explore real world examples of conflicts and conundrums related to the chapter topic and include discussion questions suggested responses to the questions can be found in the instructor guide Recorded lectures by author Bonnie Tiell are available for each chapter of the book Instructors can use these videos to enhance their lectures With Governance in Sport students will develop an understanding of where power resides how decisions are made and the impact of those factors on the goals and structures of sport organizations CONTENT

WRITING HANDBOOK Kounal Gupta, 2020-10-15 ANYONE ANYTIME ANYWHERE This is not any other content writing book This is THE CONTENT WRITING BOOK Content Writing Handbook is the outcome of spending over 200 000 man hours in seeking interest and understanding challenges of 36 514 individuals over a period of 6 years towards writing This was further boiled down to spending 5 500 man hours in imparting content writing training to individuals from diverse backgrounds via a popular offering from Henry Harvin Education namely Certified Digital Content Writer CDCW course Converting vast experiences into nuggets of wisdom Content Writing Handbook incorporates tips tricks templates strategies and best practices that can help anyone who wants to write just by devoting 1 hour to each subsection And if you spend 1 hour daily for the next 32 days you can complete the book This book starts with 2 basic raw materials to write any form of content language skills and internet skills Once we gain insight on these two skills we move towards developing skills to

write 30 content types followed by learning about content strategy and then finally how to earn online work from home through content writing From Creative Writing Technical Writing Research Writing SEO Writing to writing E Books Emails White Papers This book covers them all YOU WILL GET ANSWERS TO in less than one hour each What is content writing What skills are required to do content writing What are the tips and best practices to do content writing effectively What are the various formats of content writing What are various content writing tools how to use them What are the most important content writing interview questions How to get content writing jobs online This is just a glimpse for an exhaustive list check the content table inside

Handbook of Research on Global Institutional Roles for Inclusive Development Baporikar, Neeta, 2022-06-24 With the history of multilateral governance and the impact of the global pandemic there is no doubt that we are at a transition between the system that marked the decades after the Second World War and a more extensive system of international governance that will characterize the world for the next generation That system may keep the long standing promise to serve the world s least advantaged or it may serve to marginalize them further For more than a century and a half the most powerful national governments have created institutions of multilateral governance that promise to make a more inclusive world a world serving women working people the colonized the backward the destitute and the despised That promise and the real impact need deliberation and discussion The Handbook of Research on Global Institutional Roles for Inclusive Development examines the concepts that have powerfully influenced development policy and more broadly examines the role of ideas in these institutions and how they have affected the current development discourse It enhances the understanding of how these ideas travel within systems and how they are translated into policy modified distorted or resisted Covering topics such as ethical consumption academic migration and sustainable global capitalism this book is an essential resource for government officials activists management academicians researchers students and educators of higher education and educational administration and faculty

Group Policy Jeremy Moskowitz, 2012-12-21 The Ultimate Book on Group Policy Freshly updated to include Windows 7 Windows 8 and Windows Server 2012 Group Policy Fundamentals Security and the Managed Desktop Second Edition is the book for learning everything you need to know about Group Policy no matter which version of Windows you use Microsoft Group Policy MVP Jeremy Moskowitz covers it all major Group Policy categories what Windows 8 and Windows Server 2012 bring to the table and smart ways to tackle tough desktop management problems Topics include troubleshooting security scripting using Windows PowerShell when necessary and much more Inside this book you ll learn to Master all Group Policy functions of Windows including Windows XP through Windows 8 and Windows Server 2003 through Windows Server 2012 Enhance your Group Policy reach with the Group Policy Preferences ADMX files and additional add ons Use every feature of the GPMC and become a top notch administrator Troubleshoot Group Policy using tools logs Resource Kit utilities Registry hacks and third party tools Manage printers restrict hardware and configure Internet Explorer Deploy software to your desktops set up roaming profiles and configure

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[How to Write an Investment Policy Statement](#) Rocco DiBruno,2013-06-24 An indispensable resource for every financial service professionals developing an IPS The Investment Policy Statement IPS is one of the most critical documents fiduciaries must draft For years ERISA and other industry regulations have governed the guidelines all fiduciaries must comply with when drafting one But the current climate of corporate scandal and the 2008 global banking crisis have led to increased scrutiny by regulators prompting firms to take a closer look at the quality and integrity of their IPSs and to take steps to have a rigorous formal process in place for drafting them Endorsed by the Foundation of Fiduciary Studies this concise guide provides a rigorous framework and the expert insight information and guidance you need to guarantee that your IPS is in complete compliance with all ERISA directed requirements Provides a step by step plan for creating a uniform IPS that every advisor in the office can follow Defines the duties and responsibilities of all parties involved while clarifying diversification guidelines and providing methods for keeping costs under control Packed with ready to use templates sample forms letters and other documents diagrams and other valuable tools including sample Policy Statement downloadable at the companion website Designed to get you quickly up to speed on what you need to know to confidently serve your clients with the highest standards of care and protection

[How to Write an Investment Policy Statement](#) Jack Gardner,2012-09-28 An indispensable resource for every financial service professionals developing an IPS The Investment Policy Statement IPS is one of the most critical documents fiduciaries must draft For years ERISA and other industry regulations have governed the guidelines all fiduciaries must comply with when drafting one But the current climate of corporate scandal and the 2008 global banking crisis have led to increased scrutiny by regulators prompting firms to take a closer look at the quality and integrity of their IPSs and to take steps to have a rigorous formal process in place for drafting them Endorsed by the Foundation of Fiduciary Studies this concise guide provides a rigorous framework and the expert insight information and guidance you need to guarantee that your IPS is in complete compliance with all ERISA directed requirements Provides a step by step plan for creating a uniform IPS that every advisor in the office can follow Defines the duties and responsibilities of all parties involved while clarifying diversification

guidelines and providing methods for keeping costs under control Packed with ready to use templates sample forms letters and other documents diagrams and other valuable tools including sample Policy Statement downloadable at the companion website Designed to get you quickly up to speed on what you need to know to confidently serve your clients with the highest standards of care and protection **Social Media Marketing All-in-One For Dummies** Jan Zimmerman,Deborah Ng,2015-03-16 A new edition of the bestselling social media marketing book Updated to include the latest information on engaging with your community measuring your efforts blending your social media with other online and offline marketing efforts and leveraging data you collect into learning more about your community this new edition of Social Media Marketing All in One For Dummies will help you apply your marketing efforts to the latest social media marketing sites and tools Inside you ll discover how to devise and maintain a successful social media strategy use the latest tactics for reaching your customers and utilize data to make adjustments to future campaigns and activities Marketing your business through social media isn t an option these days it s absolutely imperative Inside this bestselling guide you ll find out how to apply the marketing savvy you already have to the social media your prospects are using helping you to reach and keep more customers make more sales and boost your bottom line Includes updates on the latest changes to Facebook Twitter Pinterest YouTube blogging and more Offers tips for showcasing your company with a customized Facebook business page Presents step by step guidance for setting up a social media marketing campaign Shows you how to use analytics to assess the success of your social media campaign If you re a social media strategist website manager marketer publicist or other employee who is in charge of implementing and managing an organization s social media strategy this comprehensive resource is your one stop guide to all things social media marketing **Information Development** JoAnn T. Hackos,2007-01-29 A revolutionary new resource that brings documentation product management ideas up to date The 1994 bestselling classic Managing Your Documentation Projects set the industry standard for technical documentation However since then much has changed in the world of information development With this new title JoAnn Hackos looks beyond the structured project of the 1980s and 1990s Instead she focuses on the rapidly changing projects of the 21st century and addresses how to introduce agile information development without neglecting the central focus of planning information design and development around the needs of information users As an information development manager you are expected to reduce costs and project time do more work with fewer resources and less money and increase the value of the information you deliver Recognizing this Hackos has carefully designed this book to help you do precisely that She helps you make strategic decisions about information development and directs the discussion of project management toward smarter decision making An update of the original 1994 Information Process Maturity Model IPMM presents you with a method by which you can compare the state of your organization to others evaluate your current status and then consider what is necessary in order to move to the next level Information Development offers a completely new look at best practices for all phases of the document development

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access to web based exam prep resources including mock exams flashcards and exam tips Authored by seasoned professionals with extensive experience in cybersecurity and CISSP training

Book DescriptionThe ISC 2 CISSP exam evaluates the competencies required to secure organizations corporations military sites and government entities The comprehensive CISSP certification guide offers up to date coverage of the latest exam syllabus ensuring you can approach the exam with confidence fully equipped to succeed Complete with interactive flashcards invaluable exam tips and self assessment questions this CISSP book helps you build and test your knowledge of all eight CISSP domains Detailed answers and explanations for all questions will enable you to gauge your current skill level and strengthen weak areas This guide systematically takes you through all the information you need to not only pass the CISSP exam but also excel in your role as a security professional Starting with the big picture of what it takes to secure the organization through asset and risk management it delves into the specifics of securing networks and identities Later chapters address critical aspects of vendor security physical security and software security By the end of this book you ll have mastered everything you need to pass the latest CISSP certification exam and have this valuable desktop reference tool for ongoing security needs What you will learn

- Get to grips with network communications and routing to secure them best
- Understand the difference between encryption and hashing
- Know how and where certificates and digital signatures are used
- Study detailed incident and change management procedures
- Manage user identities and authentication principles tested in the exam
- Familiarize yourself with the CISSP security models covered in the exam
- Discover key personnel and travel policies to keep your staff secure
- Discover how to develop secure software from the start

Who this book is for This book is for professionals seeking to obtain the ISC2 CISSP certification You should have experience in at least two of the following areas GRC change management network administration systems administration physical security database management or software development Additionally a solid understanding of network administration systems administration and change management is essential

[Computer Security Handbook](#) Seymour Bosworth,M. E. Kabay,2002-10-16 Computer Security Handbook Jetzt erscheint der Klassiker in der 4 aktualisierten Auflage Es ist das umfassendste Buch zum Thema Computersicherheit das derzeit auf dem Markt ist In 23 Kapiteln und 29 Anhangen werden alle Aspekte der Computersicherheit ausführlich behandelt Die einzelnen Kapitel wurden jeweils von renommierten Experten der Branche verfasst bersichtlich aufgebaut verst ndlich und anschaulich geschrieben Das Computer Security Handbook wird in Fachkreisen bereits als DAS Nachschlagewerk zu Sicherheitsfragen gehandelt

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