

The Researcher's Digest

February 2020

Volume 2

SPREAD THE WORD

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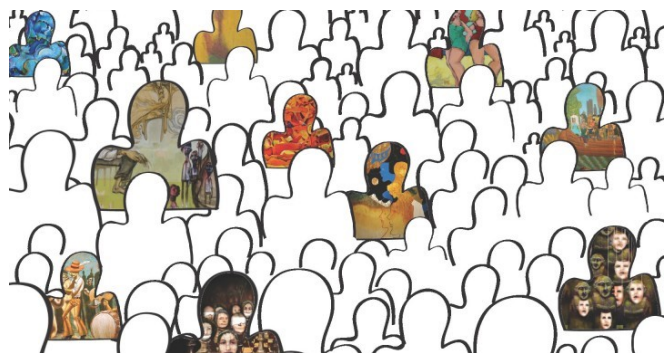
Ideate

The Belmont Report

Definitions

Ideate: Electronic Submission System Reminders & Tips

- **Please note** that Ideate is still the active submission system being used at CUNY. The new electronic submission system is under development. Announcements and timeline updates are forthcoming. Until you hear otherwise, all reviews will continue in Ideate.
- **Common error:** No submit button on your application? Make sure you're accessing your project via the link on the To Do List (left side column of home screen) NOT the LiveList (center of home screen). You can only revise, respond, and submit when you enter your project through the To Do List.
- **Personnel:** Students must have a faculty member listed on the Personnel tab. The faculty member will need to accept the invitation to join the specific project and disclose any conflict of interest. CITI completion certificates of ALL personnel are required, including faculty.
- **Technical issues?** Email ideate@cuny.edu for support and include screenshots. Always list the PI name, Submission Type (Initial, Amendment, Continuation), Title, Protocol Number, and Issue.
- **Attachments:** Any documents that need to be provided including CITI completions, consent templates, recruitment materials, external IRB approvals, surveys/Interviews, scripts may be attached via upload to the Attachments tab.



Definitions

- **Privacy:** Refers to the protection of the privacy of participants during recruitment, consenting, and all procedures. Consider approach, how messages are relayed, physical location of consenting, and research procedures.
- **Confidentiality:** Refers to how data is protected and how the confidentiality of the data is maintained. Consider storage plans, encryption and password protection, coding mechanisms, access and sharing plans.
- **Anonymous:** Data that is recorded in a manner that no individual can reasonably be identified. No coding system in place. No links or maintenance of identifiers.
- **Coded:** Data that is stored in a manner that enables an investigator to identify an individual by way of a code. A key must be created to decipher the code which links the identifying information to the data set.

The Belmont Report

The Belmont Report was written to essentially identify the basic ethical principles that should be observed and should guide research involving human subjects. The federal regulations seek to cover these three principles of ethics.

- **Respect For Persons:** Individuals are treated with autonomy. There are protections in place for those whom lack capacity or ability to be autonomous.
- **Beneficence:** Individuals are treated ethically. Researchers respect their decisions. Researchers make efforts to protect individuals from harm and secure their wellbeing.
- **Justice:** Fairness of distribution of research benefits and burdens. Consideration to social and individual needs and inclusion when selecting research subjects.

The complete document can be read here:

[The Belmont Report](#)

Human Subjects Research Not Your Thing?

If at any time you wish to no longer receive these emails, email rbanchik@gc.cuny.edu to be removed from the list.

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