

## Checklist for Teacher or Adult Sponsor (9)

This completed form is required for ALL projects prior to experimentation  
(NEOSEF Checklist for Adult Sponsor Form 1 and Student Checklist Form 1A will suffice)

**To be completed by the Adult Sponsor in collaboration with the student researcher:**

Student Name: \_\_\_\_\_ School: \_\_\_\_\_

Title of Project: \_\_\_\_\_

- 1) I have reviewed the BEST Medicine Rules and Regulations and assume reasonable responsibility for the student's compliance.
- 2) I have reviewed the student's completed Student Information (1A). I have read/understand the student's research plan and we have discussed the possible risks and dangers to the student researcher prior to experimentation.
- 3) The project involves one or more of the following and requires prior approval by an SRC, IRB, IACUC or IBC:  
Humans                      Potentially Hazardous Biological Agents  
Vertebrate Animals      Microorganisms                      rDNA                      Tissues
- 4) Forms to be completed for ALL Projects:  
Regulated Research Institutional/Industrial Setting Form (2) (when applicable)  
Adults Sponsor Checklist (9)                      Continuation Form (6) (when applicable)  
Forms (1A-1E)                      Approval Form (1)
- 5) **Additional forms required if the project includes the use of one or more of the following** (check all that apply):
  - Humans** (Requires prior approval by an Institutional Review Board (IRB))
    - Human Subjects Form (1C)
    - Qualified Scientist Form (3) (if applicable and/or required by the IRB)
  - Vertebrate Animals** (Requires prior approval)
    - Vertebrate Animal Form (4) – for projects conducted in a non-regulated research site (SRC prior approval required)
    - Vertebrate Animal Form (5) – for projects conducted at a Regulated Research Institution.
    - Qualified Scientist Form (3) – required for all vertebrate animal projects at a regulated research site or when applicable
  - Potentially Hazardous Biological Agents** (Requires prior approval by SRC, IACUC or IBC).
    - Potentially Hazardous Biological Agents Risk Assessment Form (12)
    - Human and Animal Tissue Form (8) – to be completed in addition to Form 12 when project involves the use of fresh or frozen tissue, primary cell cultures, blood, blood products and body fluids
    - Qualified Scientist Form (3) (when applicable)
    - Risk Assessment Form (11) required for projects involving protists, archae and similar microorganisms and for projects using manure for composting, fuel production or other non-culturing experiments (12, 8 and 3 are not required)
  - Hazardous Chemicals, Activities and Devices** (No prior approval required)
    - Risk Assessment Form (11)
    - Qualified Scientist Form (3) (required for projects involving DEA-controlled substances or when applicable)

\_\_\_\_\_  
Adult Sponsor's Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date of Review  
(Must be prior to experimentation)

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email