

LIONSGATE ACADEMY

621 REQUEST TO CONDUCT RESEARCH

Original Adoption Date: 9/22/2015

Revision Date(s):

Review Date(s): 9/12/2018, 4/6/2021

I. PURPOSE

Lionsgate Academy is committed to advancing research that will benefit individuals with autism and other disabilities and learning differences. The purpose of this policy is to establish guidelines for considering and approving research requests.

II. GENERAL STATEMENT OF POLICY

- A. Only research that would be designated as “exempt” from most Universities’ full Internal Review Board review will be considered.
- B. The following individuals or groups may be considered for conducting research at Lionsgate Academy:
 - a. Research by outside agencies. Individuals or organizations that wish to conduct research using Lionsgate Academy data or using employees or students as subjects must submit a written request in advance to the executive director. Lionsgate will only consider research requests by institutions of higher education or institutions that exist to conduct research. Any research request must be accompanied by that institution’s Internal Review Board’s (IRB) approval and/or the application submitted to that IRB.
 - b. Research by Lionsgate Staff enrolled in University Programs - Lionsgate Academy staff enrolled in approved programs of study who wish to conduct research involving Lionsgate Academy data or using employees or students as subjects must follow the guidance in Paragraph A. Only research with a faculty sponsor will be considered.
 - c. Research by Lionsgate Academy Staff not enrolled in University Programs - Lionsgate Academy Staff, not enrolled in University Programs but who wish to conduct research involving Lionsgate Academy data or using employees or students as subjects will submit a written proposal to the executive director. The proposal should include:
 - i. Project Title
 - ii. Principal Investigator (name, highest degree earned, e-mail, school position, conflict of interest declaration, documentation of HIPAA and human subjects training)
 - iii. Summary of Activities
 - iv. Statement of Assurances
 - v. Informed Consent - Consent/Assent Forms
 - vi. Participant Description
 - vii. Recruitment
 - viii. Confidentiality
 - ix. Research Collaborators

- C. The executive director or designee will recommend to the board of directors at a regularly scheduled meeting approval or denial of the request.
- D. The board may accept or reject the request for research.

References:

National Science Foundation, 2021

<https://www.nsf.gov/bfa/dias/policy/human.jsp>