Storage of Biological Materials (Repository)

Complete the fields below to request approval to collect and store blood, tissue, or other human biological materials for future, as yet unspecified, research. Do not complete this form for short-term, study-specific collection and analysis (limited to the current research study) or if the research solely involves use of previously existing stored specimens. The consent process should address possible future uses. For more information, see HRPP policy Research Involving Data and/or Biological Specimens.

The questions below refer to storage of biological material only (not data). See the page Data Repositories to provide answers regarding storage of participant data.

Describe the type(s) of specimens to be collected and stored.

Indicate whether the specimens to be stored will be (check one):

- **Identifiable** – Personal identifiers (one or more) are included with the data and/or specimens.
- **Coded** – Direct personal identifiers have been removed (e.g., from data or specimens) and replaced with words, letters, figures, symbols, or a combination of these for purposes of protecting the identity of the source, but the original identifiers are retained in such a way that they can still be traced back to the source. Note: A code is sometimes also referred to as a key, link, or map.
- **De-identified** – All direct personal identifiers are permanently removed from the data/specimen, no code or key exists to link the data/specimen to the original source or to the individual, and the remaining information cannot be used to reasonably identify the individual.

_If Coded is selected_, will the information include individually identifiable protected health information (PHI)? Yes/No

_If De-identified is selected_, please describe the process to de-identify data.

Describe the source(s) and circumstances of the specimen collection. Explain whether specimens will be obtained directly from participants or from a secondary source.

Describe the purpose of collecting and storing the specimens.

Will there be limits on the specimen’s intended future use (e.g., for cancer research only)? Yes/No

Explain why or why not.

Specify the procedures by which participants can withdraw their specimens from storage for future research.

Will samples be released to other investigators? Yes/No

_If Yes_, list those with whom the samples may be shared, including whether or not this could include non-Ohio State researchers.

Indicate whether samples to be released will be (check one):
• Identifiable
• Coded
• De-identified

Describe the process for requesting and releasing data. If applicable, state the individual(s) responsible for verifying IRB approval (or exemption) before data release and his/her qualifications or training.

Provide copies of all applicable forms/agreements that will be used to request and release samples. [document upload box]

Describe the physical location/equipment and security provisions where the specimens will be stored.

Explain who will manage the stored specimens.

Indicate how long the specimens will be stored:
• Indefinitely
• Other (please specify)

Describe the process for destruction or de-identification of identified/coded specimens at the end of the retention period (as applicable) or if the PI leaves the university.