



ST. PAUL'S HOSPITAL OF ILOILO, INC.

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INSTITUTIONAL REVIEW BOARD
Minutes of the Meeting **SPH.IRB-00_ - 20__**
(Form 6.1)
Date

ATTENDANCE:

Present:

Absent:

PROCEEDINGS:

I. Opening Prayer

_____ led the opening prayer.

II. Call to Order

Dr. Jaime Manila called the meeting to order at _____.

III. Determination of the Quorum

The Chair declared a quorum with _____ members from the different sectors present:

IV. Approval of the Agenda

Upon the motion of _____ the agenda was approved and seconded by _____.
The IRB passed the agenda: **SPH.IRB-004-** 2016.

V. Reading and Approval of the Minutes of the Previous Meeting

Upon the motion of _____ the minutes of the previous meeting was approved and it was seconded by _____. Thus, the IRB passed the Minutes of the Meeting: **SPH.IRB-00_ - 20__**.

VI. Business Arising From the Minutes of the Meeting

VII. Disclosure of Conflict of Interest among Members:

MINUTES OF THE MEETING [SPH.IRB-00_ - 20__]

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VIII. Protocol Review

A. New Protocols for Initial Review of Full Board.

IRB Protocol #	
Protocol #	
Protocol Title:	
Principal Investigator:	
Primary Reviewers:	
Documents:	
Issue:	
Decision:	

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B. Resubmission:

IRB Protocol #	
Protocol #	
Protocol Title:	
Principal Investigator:	
Primary Reviewers:	
Documents:	
Issue:	
Decision:	

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C. Amendments:

IRB Protocol #	
Protocol #	
Protocol Title:	
Principal Investigator:	
Primary Reviewers:	
Documents:	
Issue:	
Decision:	

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D. Progress Reports.

IRB Protocol #	
Protocol #	
Protocol Title:	
Principal Investigator:	
Primary Reviewers:	
Documents:	
Issue:	
Decision:	

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E. Final Reports.

IRB Protocol #	
Protocol #	
Protocol Title:	
Principal Investigator:	
Primary Reviewers:	
Date of permanent closure of the study/research	
Date when the final report was received:	
Documents:	
Issue:	
Decision:	

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F. SAE Reports

IRB Protocol #	
Protocol #	
Protocol Title:	
Principal Investigator:	

Documents:	
Issue:	
Decision:	

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G. Protocol Deviation

IRB Protocol #	
Protocol #	
Protocol Title:	
Principal Investigator:	
Primary Reviewers:	
Documents:	
Issue:	
Decision:	

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H. Report on the Result of the Expedited Review

IRB Protocol #	
Protocol #	
Protocol Title:	
Principal Investigator:	
Primary Reviewers:	
Documents:	
Issue:	
Decision:	

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I. Other Reports. (Site Visit, etc.)

IRB Protocol #	
Protocol #	
Protocol Title:	
Principal Investigator:	
Documents:	

Issue:	
Decision:	

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IX. Other Matters

X. Adjournment:

There being no matters to discussed, the meeting adjourned at _____.

Prepared By:

IRB Member- Secretary

Attested by:

IRB Chair