**UMKC IBC POLICY**

**Disposition of Samples Post Protocol Termination**

**Background:**

An IBC policy to meet or exceed all federal, state and local regulations and guidelines and comply with all institutional policies and procedures as they apply to the disposition of biological samples at the termination of a previously approved IBC protocol.

**Purpose:**

This policy is a mechanism to report the disposition and/or long term considerations for biological sample(s) that will remain in storage after the termination of an IBC approved protocol.

**Procedure(s)**

Each IBC protocol is approved for three years. At the end of the three years the protocol must be renewed.

If the Principal Investigator chooses not to renew the protocol, the disposition of all protocol related biological specimens must be addressed. A completed “Disposition of Biological Samples and Specimens” form must be completed and submitted to the IBC office for review by the Biological Safety Officer.

DISPOSITION OF BIOLOGICAL SAMPLES AND SPECIMENS

Protocol number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PI Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Protocol Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Expiration date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BSL-Level: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reason for termination of protocol: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sample/Specimen information:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | BSL level | Amount / quantity | Current storage location | Disposition\* |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Samples will be transferred to another IBC approved protocol:

Protocol number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PI Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*disposition options:

1) destruction/disposal of sample

-attach a detailed description (SOP) of how the sample/specimen will be destroyed/disposed

2) transfer to another approved IBC protocol

-indicate PI name and protocol number

-If transferring to another PI, the receiving PI must submit an amendment to their protocol to include the new samples/specimens (if not already approved on the protocol)