

MEMO

To: Study Coordinators and Investigators

From: Institutional Review Boards

Date: 6/27/2008

Re: Required Use of SNIF Addendum and Revised Informed Consent

The Significant New Information/Findings (SNIF) Policy has been revised. The purpose of the policy is to improve the method for sharing new information with research participants.

**Beginning 7/1/08**, you MUST submit a SNIF for use in disclosing significant new information to **participants already enrolled** in your studies. It is not appropriate for existing research participants to read the whole Informed Consent document again; the significant new information should be shared with them using a SNIF addendum which clearly shows what the new information is.

If you are going to continue to enter **new participants**, the new information must be included in a revised Informed Consent.

The IRB administrators will return amendments to you that do not contain a SNIF addendum when required by this policy. The SNIF should be generated in a timely manner using the template, and resubmitted.

The SNIF policy and template are provided in the links below:

- Revised [Significant New Information/Findings Policy](#)
- [Significant New Information/Findings Template](#)

If you have any questions, please call or e-mail your IRB administrator or appropriate IRB office below:

Health Science IRB [irb@usc.edu](mailto:irb@usc.edu) (323) 223-2340

University Park IRB [upirb@usc.edu](mailto:upirb@usc.edu) (213) 821-5272

Thank you.