**Section 299.920 Requirements for Submitting Research Proposals**

a) Any request to conduct research or an evaluation study involving former or present residents and/or employees, programs or facilities, whether originating inside or outside the Department, shall be in writing and shall be submitted to the Secretary for review and authorization.

b) The person or entity requesting the research or study shall provide the following written documentation prior to approval of the request:

1) A formal research proposal including names and vitae of the researchers; abstract of the project, including purpose, methodology, duration, the number of subjects, amount of time required for each subject, and dissemination plan; and Department resources to be utilized;

2) Approval obtained from a Human Subjects Research Committee and Institutional Review Board, when applicable;

3) A signed Research Agreement that shall contain a statement that any rights of privacy, informed consent, confidentiality and protection from harm are met in accordance with accepted professional and scientific ethics and that the requirements of any applicable Illinois and federal statute or regulation have and will continue to be met; and

4) Any other information deemed necessary to the authorization process.

(Source: Amended at 44 Ill. Reg. 8246, effective April 28, 2020)