


INTER-OFFICE MEMO
Institutional Review Board

IRB-GM-21-002-00

Date: June 18, 2021

For: **All Quality Safety and Compliance Champions (QSCC)**

Cc: **All Line Heads, Division Head and Department Heads**

From: 
D. Darwin A. Dasig, M.D.
Chair, Institutional Review Board

Subject: **Approved Hospital Policy on the Conduct of Research Involving Patients and Hospital Staff as Research Subjects**

The policy below was approved and uploaded in WHAM. Kindly facilitate implementation and dissemination of the said policy to your respective Division / Department / Unit and record the dissemination of the policy in the department's minutes of the meeting.

Policy Title: [Conduct of Research Involving Patients and Hospital Staff as Research Subjects](#)
Policy Code: MMC-HPP-GLD-014 Rev. 00
Standard: Governance, Leadership and Direction (GLD)
Effective Date: June 28, 2021

All Line Heads and Quality Safety and Compliance Champions must complete the Policy Acknowledgement. This will serve as proof that the Policy was read in full and was communicated and discussed by the Line Head with all officers and staff under his/her direct responsibility prior to the effective date of policy.

Please complete the online Policy Acknowledgement ***on or before June 28, 2021 (Monday)***.

Thank you.