



TEXAS TECH UNIVERSITY  
HEALTH SCIENCES CENTER™  
EL PASO

Office of Research

**TTUHSC EI PASO**

# Regulatory Lite



**A hint of research compliance tips for your everyday life**

**A leave of absence can happen for any reason, but what do you do with a study when you're the PI and you're planning to be out longer than just a few days?**

As a faculty member, a leave of absence can happen due to vacation, FMLA, faculty development and more. According to [HSCEP OP 60.02](#), certain types of extended absences are allowed for tenured faculty that fit within certain criteria. Because of this, it's important to know what's expected when that faculty member is the principal investigator of a study, and how to prepare for this.

It's important to remember that the PI retains ultimate responsibility for the conduct of all research activities on a study. This is detailed further on each ethics committee manual. While duties related to the conduct of the research may be delegated to other members of the research team, the authority for and conduct of research remain with the PI.

According to section [3.9.1 Notice of Absence](#) found in the [HRPP Manual](#), PIs must notify the IRB as soon as possible *prior* to employment change, extended absence, or faculty development leave. This is echoed on section [3.7 Notice of Absence](#) on the IBC manual, and section [3.8.1 Notice of Absence](#) on the IACUC manual.

The PI will be required to submit an amendment to designate an investigator responsible for any active research study during that PI's absence. The PI also has the option to close or complete the study if needed.

If you have any question, you can also submit them to the [Research Compliance Unit](#).

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