

December 12, 2006

Dale P. Sandler PhD
National Institute of Environmental Health Sciences (NIEHS)
111 T W Alexander Drive MSC A3-05
Research Triangle Park, NC 27709

Re: Protocol #: 02-E-N271

**IRB Tracking #: SSS1-06-402** 

Dear Dr. Sandler,

As your IRB of record for the above referenced study, the Copernicus Group IRB board has reviewed your submission information. Enclosed is your approval notice. Be sure to carefully maintain the original documents so that copies may be made when necessary. As Principal Investigator, you agree to uphold your responsibility to protect the rights and welfare of your subject at all times while adhering to all applicable federal regulations governing the conduct of clinical research trials.

Copernicus Group IRB reserves the right to visit your research site at any time with appropriate prior notice.

We are also enclosing a Copernicus Group IRB Investigator Guidebook that details the IRB's expectations, procedures and contact information. Please carefully read this Guidebook and have your study staff do the same. CGIRB forms and additional information regarding the conduct of clinical trials are available on our web site: www.cgirb.com.

If you have any questions regarding the contents of this letter or your working relationship with Copernicus Group IRB, please do not hesitate to call us at 1-888-303-2224 or email us at irb@cgirb.com. To avoid delay in locating your records we ask that you refer to the IRB Tracking number located in the header of this letter.

We look forward to working with you.

Copernicus Group IRB

cc: Polly Armsby, Social and Scientific Systems (scan and e-mail)

Fax: 919-465-4311
E-Mail: irb@cgirb.com
Web: www.cgirb.com



## IRB APPROVAL DATED:

December 12, 2006 **EXPIRATION DATE: December 11, 2007** 

Protocol #: 02-E-N271

Investigator: Dale P. Sandler PhD

Approval includes:

NIEHS Sister Study Protocol dated 10/5/2006
IRB Memorandum Regarding Expansion of Recruitment to Puerto Rico

2006 Protocol Deviations

Sister Study Informed Consent (English & Spanish)
Recruitment Materials:

Sister Study DVDs (Englsih & Spanish)

\*Ask Me About the Sister Study\* Buttons (English & Spanish)

\*Ask Me About the Sister Study\* Stickers (Englsih & Spanish)

Sister Study Nail Files (English & Spanish)

Sister Study Fans (English & Spanish)

Sister Study Magnet
Sister Study Information card (business card size)

Sister Study Brochures:
General Study Brochure
A Special Invitation for Senior Women

A Special Invitation for African American Sister A Special Invitation for Latina Sisters (Spanish & English)

A Special Invitation for Asian & Pacific Islander Sisters

Brochure Insert - Response Card Sister Study Bookmark (English & Spanish)

Sister Study Flyers:
Half-page Flyer (English & Spanish)
Full Page Flyers:

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General (English & Spanish)
A Special Invitation to Women Working in Trades and Industry (English & Spanish)
A Special Invitation to American Indian and Alaskan Native Women
A Special Invitation for Asian & Pacific Islander Sisters

Registry Recruitment Protocol and Materials

Screening and Enrollment Materials:

Web Screener Web Screener Reminder Letter 1 & 2

Pregnancy Hold Lift Letter Study Activity Delay Hold Lift Letter

**Enrollment Completionq** 

Initial and Second Postcards

Sister Study Kit:

Letter and Graphics 1-Week to Kit Letter

Box Label (English & Spanish)

Kit Letter

How to Use Kit Instructions (English & Spanish)

Consent and Answers to Questions Folder

Consent Form (English & Spanish)
Frequently Asked Questions (English & Spanish)

Worksheets Folder
Life Events Worksheet (English & Spanish)

Medications Booklet (English & Spanish)
Medications Brooklet (English & Spanish)
Questionnaires to Fill Out Folder
Family History Questionnaire (English & Spanish)
Contact Form (English & Spanish)

Personal Care Questionnaire (English & Spanish) Diet Questionnaire (English & Spanish)

Toenail Collection Folder

Toenail Instructions (English & Spanish)

**Dust Collection Folder** 

Dust Instructions (English & Spanish)

Urine Collection and Past 24 Hours Questionnaire Folder

Urine Instructions (English & Spanish)

Past 24 Hours Questionnaire (English & Spanish) Fasting Instructions (English & Spanish)
Examiner Folder

Boold Instructions (English & Spanish)

Examiner Form (English & Spanish)
Blood Pressure Form (English & Spanish)

CATI Interview Specimen/Self-Administered Questionnaire Collection

Scheduling Call

**EMSI Sister Study Script** 

EMSI Appointment Card Examiner Reminder Call Script

Examiner Checklist

Outstanding Items Letter Results Handouts

Diet Report & Urinalysis Cover Letter Urinalysis Results Handout - Negative Urinalysis Results Handout - Positive

Urinalysis Results Handout - Strongly Positive

Diet Report

Diet Results - Variable text

Nutrition Fact Update Guidelines (English & Spanish) Repeat Collection Marerials

Re-Draw Script

Repeat Part 24 Hours Questionnaire (English & Spanish)

Repeat Examiner Form

Telephone: Toll-Free:

919-465-4310 888-303-2224

919-465-4311 Fax: E-Mail: irb@cgirb.com

Web: www.cgirb.com



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Saliva Collection Cover Letter Other Participant Communications:
Materials for Women Diagnosed with Breast Cancer
Diagnosis Card Cover Diagnosis Card Message Referral Card Insert Package for Women Who Complete All Baseline Activities Thank You Letter Your Contact Info (English & Spanish) Keep in Touch Magnet
Tracing and Non Response Letters
Non Response Letters 1, 2, 3, 4, 5
Tracing Letters 1, 2, 3
Follow Up and Retention:
Annual Follow-Up data Collection Annual Follow-Up data Collection
Follow-Up Letter
Health Update Form
Contact Update Form
Sister Study Newsletter - 2006
Annual Update Phone Follow-Up Script - 2006
Biennial Follow-Up Data Collection
Biennial Health Questionnaire
Biennial Lifestyles Questionnaire
Behavioral and Psychological Health Questionnaire
Incident Breast Cancer Case Follow-Case Follow-up Questionnaire Cover Letter to Participant - Blood Draw Consent for Additional Blood Draw BCRA Participant Letter Authorization Form -Pathology Authorization Form -Records Repeat Past 24 Hours Questionnaire Repeat Examiner Form BCRA Provider Letter Medical Providers FAQ Provider Report Form Cohort Maintenance - 2006 New Year Card Principal Investigator

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Investigator Address: Dale P. Sandler PhD

National Institute of Environmental Health Sciences (NIEHS) 111 T W Alexander Drive MSC A3-05 Research Triangle Park, NC 27709

Sponsor:

**NIEHS** 

Authorized Signature

CRO:

Social and Scientific Systems

**Protocol Title:** 

The Sister Study: Environmental and Genetic Risk factors for Breast Cancer

## Approval is granted subject to the following considerations:

- Responsibilities of the Principal Investigator as found in the Investigator Guidebook
- In the event that non-English speaking subjects are recruited, a certified translation of the informed consent must be approved by the IRB <u>before</u> recruitment.
- If subjects who cannot read are recruited, there should be an impartial witness to attest to the adequacy of the consent process and to the subject's voluntary agreement to be in the study. This witness should also verify the subject's signature or mark on the consent form.
- Please note that if revisions are required for any approved item (particularly advertisements), they must be approved prior to use.
- If CGIRB has requested changes to your recruitment material, please forward a clean copy of the recruitment material, incorporating the changes noted. If the recruitment material is audio/visual, please provide an electronic copy via one of the following methods, email, CD or DVD for our files.
- If pediatric subjects are to be enrolled then they should be re-consented when they become of legal age.

## IF YOU HAVE ANY QUESTIONS, CALL COPERNICUS GROUP IRB AT 1-888-303-2224

This signature certifies that the information contained in this IRB Approval Notice is true and correct as verified by the minutes and records of The Copernicus Group, Inc. It also certifies that The Copernicus Group, Inc. is in full compliance with FDA Code of Federal Regulations (21 CFR Parts 50, 56, 312, and 812 and 45 CFR) and ICH Guidelines.

Signature

Date /2/12./2004

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