




Attachment 8 - Research Determination Memo  
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES

Public Health Service  
Centers for Disease Control  
and Prevention (CDC)

## Memorandum

**Date:** August 15, 2014

**From:** M. Kathleen Glynn, DVM, MPVM   
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Center for Surveillance, Epidemiology and Laboratory Services

**Subject:** ICR OMB 0920-0765 Fellowship Management System  
2014 Request for Revision  
Research Determination

**To:** Leroy A. Richardson, MS, MPH, MSCJ, CPHA  
Chief, Information Collection Review Office  
Office of Scientific Integrity  
Office of Associate Director for Science  
Office of the Director

Based on the description and justification for the Fellowship Management System (FMS) information collection request necessary for candidates to apply for fellowships, alumni to update their personal information after graduation, and host sites to submit assignment proposals electronically, and also on the definition of research defined by Federal Policy for the Protection of Human Subjects (45 CFR 46), the collection of information for the FMS applications, alumni directories, and host site applications is not considered research and therefore does not require IRB approval.

Should there be any questions regarding this determination that IRB approval is not required, feel free to contact Kate Glynn at 404-498-6169 (KGlynn@cdc.gov) or Beth Stover at 404-498-6005 (bstover@cdc.gov).