



FLORIDA DEPARTMENT OF JUVENILE JUSTICE

Institutional Review Board Data Request Form

SECTION 1: TO BE COMPLETED BY PRINCIPAL INVESTIGATOR			
Name		Contact Number	
Project Title		Email Address	
Description of Information Required <i>(Please include dates/timeframes for any analysis, and other specific indicators/categories required in the data)</i>			
Purpose/Context <i>(what the data is required for)</i>			
Request Date		Required Date	
Format Required <i>(Table, Map, Spreadsheet, Word etc) – please specify</i>			

SECTION 2: TO BE COMPLETED BY DJJ RESEARCH AND DATA INTEGRITY OFFICE			
Time Estimate		Date Received	
		Assigned to	
Initial review comments <i>(Discussion with PI – revisions required? Agreement to proceed? Can R&DI provide the data? Etc)</i>			
Work in progress comments <i>(Additional notes and comments during production of data)</i>			

SECTION 3: COMPLETION DETAILS			
Date Completed		Date Provided to PI	
Feedback from PI <i>(if applicable)</i>			