

Appendix B

Capella IRB Approval

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Date: February 18, 2016
From: The Institutional Review Board (IRB) Re: 2016-16
Study title: Effective Teaching Methods of ICD-10 CM/PCS
Submission type: Initial Submission
Review level: Exempt Dear Julie Alles,

On behalf of Capella University's Institutional Review Board (IRB), we are writing to inform you that your study has been approved as exempt. This approval also indicates that you have fulfilled the IRB milestone of Capella University's milestone process.

All research must be conducted in accordance with this approved submission, meaning that you will follow the research plan you have outlined here, use approved materials, and follow university policies.

Take special note of the following important aspects of your approval:

- Most programs have additional milestone requirements before data collection may proceed. You must complete those milestones before collecting data.
- Any changes made to your study require approval from the IRB Office before they can be implemented as part of your study. Contact the IRB Office at irb@capella.edu with your questions and/or proposed modifications.
- If there are any unanticipated problems or complaints from participants during your data collection, you must notify the Capella IRB Office **within 24 hours of the data collection problem or complaint**.
- Monitoring of the consent process or data collection and analysis may occur. The IRB will notify you if your study will be audited.
- Per the [Doctoral Learner policy](#), you are required to be enrolled during recruitment, data collection, and data analysis. If you are not enrolled, you must cease recruitment, data collection and analysis. Questions or concerns regarding this policy should be directed to the IRB Office.

The Capella University IRB is pleased to congratulate you on achieving this milestone. Best wishes as you conduct your research!

Regards,

Capella University Institutional Review Board

irb@capella.edu