

2017 GSDSEF---Teacher Checklist for:

STUDENT PROJECT PROPOSAL with SIGNATURES & all CERTIFICATION FORMS

All projects must be approved by the teacher/advisor, and any forms required for the student's project must be completed and signed BEFORE students begin experimentation. If there are questions or concerns about projects, contact Phil Gay, Scientific Review Committee Chairperson (619) 697-2024 or email him at philscifr@gmail.com

PROJECT PROPOSAL/SIGNATURE FORM (GSDSEF form 1, 2017)

All students must complete and sign the **Project Proposal** form **before starting a Project**. This form must also be approved and signed by a teacher/advisor, a parent/guardian and an additional advisor if required by the GSDSEF *Rules and Regulations*.

Teacher files the original signed version of this form for safekeeping.

After reviewing each student's proposal, determine which projects need one or more of the following forms and be sure they are completed and signed before student begins experimentation:

CERTIFICATION OF HUMANE TREATMENT OF LIVE VERTEBRATE ANIMALS FORM (GSDSEF form 2, 2017)

The student must complete and sign the Live Vertebrate Animal form (GSDSEF form 2, 2017).

This form must also be approved and signed by both a teacher/advisor and a parent/guardian. The signature of an animal care supervisor/biomedical scientist must be obtained if required by the GSDSEF *Rules and Regulations*.

Teacher files the original signed version of this form for safekeeping

CERTIFICATION OF COMPLIANCE OF RESEARCH INVOLVING HUMANS FORM (GSDSEF form 3, 2017) NOTE:

This form includes a copy of the "GSDSEF Consent to Participate in Science Fair Project Testing" form.

The student must complete and sign the Human Subjects form GSDSEF form 3, 2017. The form must also be approved and signed by the teacher/advisor, a parent/guardian, and a biomedical scientist if required by the GSDSEF *Rules and Regulations*.

Teacher files the original signed version of this form for safekeeping AND All Consent to Participate forms MUST be available upon request, kept in a sealed envelope and signed by subjects if adults, or signed by parents or guardians if subjects are minors or may also be signed by teachers involved if done by whole class. A sample copy of the *Consent Form* must be included in the "Project Notebook".

THE HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT OF 1996 (HIPAA), PUBLIC LAW 104-191, regulations regarding patient records and confidentiality may well affect whether a project is suitable for student development. No identifiable personal information may appear in your records or project notebook or on your display. All subjects must sign a permission consent form allowing the student to use data collected and these slips must be kept in a sealed envelope and made available upon request. A sample permission consent form should be included in the Student Notebook. If there are any questions about the appropriateness of the project, the student/teacher must contact:
Phil Gay, Scientific Review Committee Chairperson 619-697-2024, or philscifr@gmail.com

CERTIFICATION OF HAZARDS CONTROL FORM (GSDSEF form 4, 2017)

Prohibited projects include those involving tobacco; tobacco products; smokeless powder; black powder; explosives; the manufacture of rocket fuel, alcohol/other intoxicants or gasohol.

PLEASE NOTE:

STUDENTS MAY NOT LOAD OR RELOAD ANY AMMUNITION

The student must complete and sign GSDSEF form 4, 2017. The form must also be approved and signed by a teacher/advisor and a parent/guardian. The signature of a supervising scientist must be obtained if required by the GSDSEF *Rules and Regulations*, as explained on the form.

Teacher files the original signed version of this form for safekeeping

CERTIFICATION OF VERTEBRATE TISSUE SOURCE AND SAFETY FORM (GSDSEF form 5, 2017)

The student must complete and sign the Tissue Form GSDSEF 5, 2017. This form must also be approved and signed by both a teacher/advisor and a parent/guardian. The signature of a supervising scientist must be obtained, if required by the GSDSEF *Rules and Regulations* as explained on the form.

Teacher files the original signed version of this form for safekeeping