



IMPAACT Community Advisory Board (ICAB) Fact Sheet

The IMPAACT Community Advisory Board (ICAB) includes representatives from Asia, Africa, and the Americas and assists site CABS with capacity building, training, and development. The role of the ICAB is to provide HIV/AIDS life-experience based expertise that will positively impact the formulation and implementation of research by community representation at the network and cross-network levels.

The purpose of the ICAB as a collective is to ensure that the principles of community participation are the foundation of all community engagement activities at a clinical research site (CRS) and to facilitate community participation throughout the research process (concept development, study implementation, results dissemination and post-trial access to interventions that are found to be effective).

IMPAACT CAB goals are to:

- Provide HIV/AIDS life-experience that will assist in the development and implementation of research.
- Develop ways to share challenges and solutions, best practices, experience and lessons learned.
- Build community capacity to provide input and support to the IMPAACT scientific agenda.
- Evaluate value and effectiveness of community at network, regional and site levels.

To meet these goals, the ICAB works to:

- Integrate participation of community members who represent diverse HIV study communities and their advocates into Network committees and protocol teams
- Promote understanding of community needs and issues among IMPAACT researchers and other Network members
- Inform and advise the IMPAACT Scientific Leadership Group (SLG) on community-related issues of concern
- Advise and advocate for Network efforts in research, evaluation, and training addressing community participation at all levels of IMPAACT research

ICAB Membership

From each IMPAACT clinical research site (CRS), both a CAB representative and a community educator/community liaison (CE/CL) are appointed to the ICAB. Typically, the local CAB will elect the CAB member to serve on the ICAB while the CRS Leader or designee appoints the CE/CL. The staff liaison will support and facilitate the CAB representative's participation in the ICAB.

Standing membership in the ICAB includes:

- Voting members
 - ICAB Chair
 - ICAB Vice-Chair
 - ICAB Leadership Group members
 - From each CRS
 - One Community Advisory Board (CAB) member

- Non-voting members
 - From each CRS
 - One Community Educator (CE) / Community Liaison (CL)
 - Emeritus ICAB Chairs
 - Operations Center (FHI 360) Community Engagement Program staff

ICAB Roles and Responsibilities

The roles and responsibilities of the IMPAACT CAB (ICAB) include:

- Ensuring that IMPAACT scientific priorities reflect the needs of people living with HIV/AIDS, including Community Research Priorities
- Promoting the inclusion of all populations in clinical trials
- Advocating for innovative, efficient, and timely clinical trials
- Protecting the interests of research participants
- Advocating for an effective Community Advisory Board (CAB) at every IMPAACT site
- Facilitating information flow between the sites and network, including new and emerging research and study results when available
- Bringing site and regional community issues to the ICAB Leadership Group for further discussion with the IMPAACT Network
- Participating on site-specific protocol teams, when applicable
- Training and mentoring CAB members with assistance from site staff, ICAB Leadership Group, and IMPAACT Operations Center
- Electing the membership of the ICAB Leadership Group

ICAB Participation Requirements

Members of the ICAB participate in bi-monthly conference calls. In order for NIAID and NICHD sites to receive credit for ICAB call participation, the site must have a representative (*either* the ICAB representative, staff liaison or other designee) on each call. Excused absences are accepted on a case by case basis but should be communicated in advance of the call.

ICAB members are expected to attend the annual IMPAACT Network Meeting and the ICAB face-to-face meetings. Upon their return, shall report on both the community and scientific content of that meeting to their CAB.

Additionally, protocol-specific CABs may be established for some IMPAACT studies and will be comprised of ICAB members from the CRSs conducting the particular study. Study-specific ICAB calls take place on a routine basis. Participation in protocol team and other network committee conference calls and meetings occur as appropriate.

The ICAB brings site CAB members together for networking, training and capacity building. The ICAB facilitates information flow between community voices at the sites and the network.