

Capilano University Research Ethics Board: Purpose, Scope, and Application Process

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Presentation Outline

- ❑ Research Ethics Board (REB) context and purpose
- ❑ REB scope and jurisdiction (types of activities that require REB approval)
- ❑ Break – questions and answers
- ❑ REB application and review process
- ❑ Considerations for research during the publicly declared emergency (COVID 19)
- ❑ Resources for researchers
- ❑ More questions and answers

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REB context: Why do we have a REB? ³

- ❑ Tri-Agencies – CIHR, NSERC, SSHRC
- ❑ Tri-Agency Framework for Responsible Conduct in Research
- ❑ Agreement on the Administration of Agency Grants and Awards by Research Institutions
- ❑ Interagency Advisory Panel on Research Ethics
- ❑ *Tri-Council Policy Statement on Ethical Conduct for Research Involving Humans* (TCPS 2018)

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REB Purpose, Function, and Composition ⁴

- ❑ Purpose of REB:
 - ❑ Help people conduct research involving human participants ethically
 - ❑ Help people adhere to policy and law
 - ❑ Educate and support
- ❑ REB currently comprised of 11 regular REB members and one (1) external member (volunteers)
- ❑ REB Chair and Research Ethics Officer

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REB scope and jurisdiction

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Question

- ❑ Which types of activities require REB review and approval?

Answer

- ❑ All research associated with Capilano University involving human participants or human biological materials not exempt from REB review requires REB approval.

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REB scope and jurisdiction

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Question

- ❑ What types of activities require REB review and approval?

Answer

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What is Research?

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- ❑ Research comprises activities **intended** to result in products shared outside the university
- ❑ According to the TCPS, an activity is not research unless there is an **intent to share** products of the activities
- ❑ Researchers should clearly define the **purpose** of a proposed activity (**why** is the activity proposed?)
- ❑ Ask yourself, “is the intent of the activity to **produce and share** products outside the university?”

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What does “Associated with CapU” Mean?

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- ❑ Research “associated with Capilano University” is research conducted by:
 - ❑ CapU faculty, staff, and/or students under the aegis of CapU; or
 - ❑ Conducted by others but involving CapU faculty, staff, or students as a defined population;
 - ❑ Conducted on or using CapU property
- ❑ This includes CapU students conducting course-based student **research**

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Who are Research Participants?

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- ❑ Research participants are those from whom research information (data) is collected
- ❑ Data collection may be active or, in some cases, passive
- ❑ Does not include researchers themselves
- ❑ Participants must be human (not kidding!)

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Which Activities are Exempt? (1)

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- ❑ Research that **is exempt** from REB review includes:
 - ❑ Research that falls within the meaning of TCPS Articles 2.2-2.6; and
 - ❑ Course-based student activities intended **solely for pedagogical purposes**
- ❑ Course-based student activities do not require REB approval provided that the product/s of these activities are **not shared outside the institution**

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Which activities are exempt? (2)

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- ❑ Article 2.2: Research that exclusively uses data that is (a) publicly available in lawful ways, and (b) there no reasonable expectation of privacy
- ❑ Article 2.3: Research involving observation of people in public places
- ❑ Article 2.4: Research that relies exclusively on **secondary use** information
- ❑ Article 2.5: Quality improvement studies and program evaluation activities when used for assessment, management or improvement purposes
- ❑ Article 2.6: Activities conducted exclusively for **creative practice**

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Key take-away points so far

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- ❑ The REB is a resource for researchers intended to help CapU faculty, staff, and students comply with policy and law
- ❑ Some types of research and ‘research-like’ activities do not require REB approval
- ❑ All researchers associated with CapU are required to adhere to guidance provided by the TCPS relevant to their research, even if their research is exempt from REB review
- ❑ Course-based student activities do not require REB approval unless there is an intent to share product/s of the activities outside the university

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Questions so far?

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- ❑ Please submit questions using the chat dialog
- ❑ Refer to the slide number if you would like to revisit a slide

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Presentation outline

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- ~~❑ REB scope and jurisdiction (types of activities that require REB approval)~~
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REB application and review process 15

- ❑ Project proposal – define not only the objective and methods, but the **purpose** of the project
- ❑ Assess whether REB approval is required
 - ❑ If unsure whether REB approval is required:
 - ❑ Review information on the REB website
 - ❑ Seek guidance from the REB (reb@capilanou.ca)
 - ❑ You may be asked to submit to the REB an Application for Exemption Form (see REB website)
- ❑ If REB review is required, prepare an application for ethical review

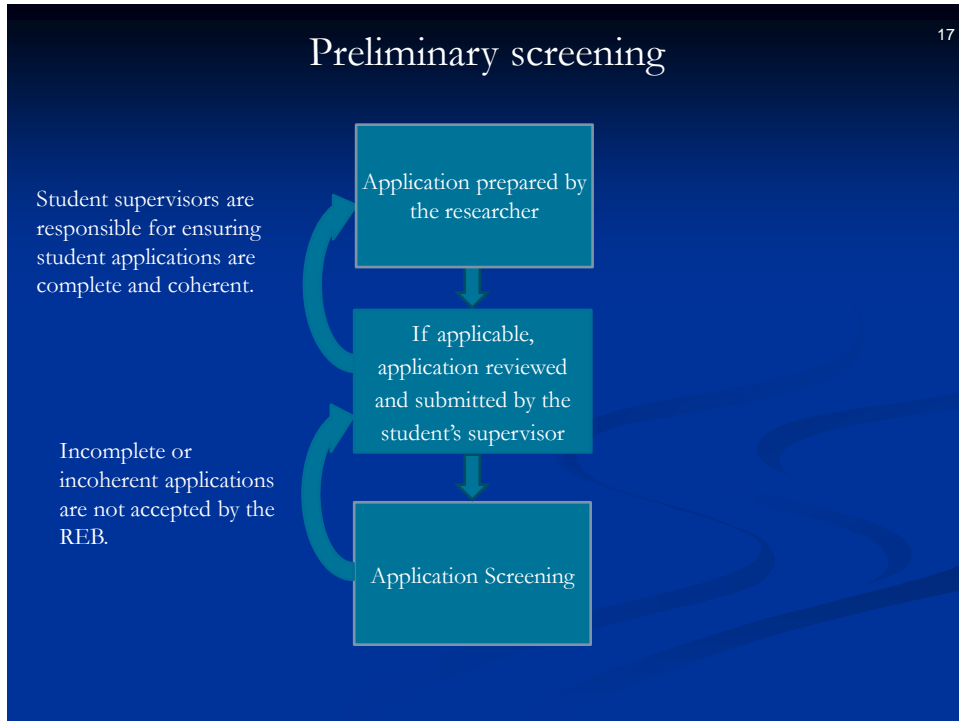
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Preparing and submitting an application 16

- ❑ A complete application for ethical review includes:
 - ❑ A complete REB application form
 - ❑ Recruitment, research, and consent instruments
 - ❑ For student research, certificate/s of completion for the Tri-agency Course on Research Ethics (CORE Tutorial)
- ❑ See CapU REB webpages for further information, forms, and example consent instruments

<https://www.capilanou.ca/about-capu/get-to-know-us/research/research-ethics-board/>

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REB review is proportional to risks

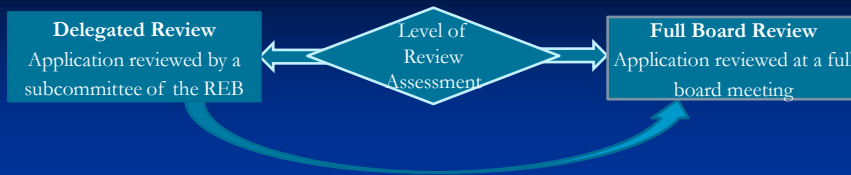
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- ❑ Applications for ethical review:
 - ❑ a) are reviewed at a monthly REB meeting (Full Board); **or**
 - ❑ b) are reviewed when received by a REB subcommittee; **or**
 - ❑ c) in the case of course-based student research, **may be** reviewed by a faculty- or department-level Ethics Review Committee **once established**
- ❑ REBs must assess each application to determine an appropriate, proportional level of review

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Level of review assessment

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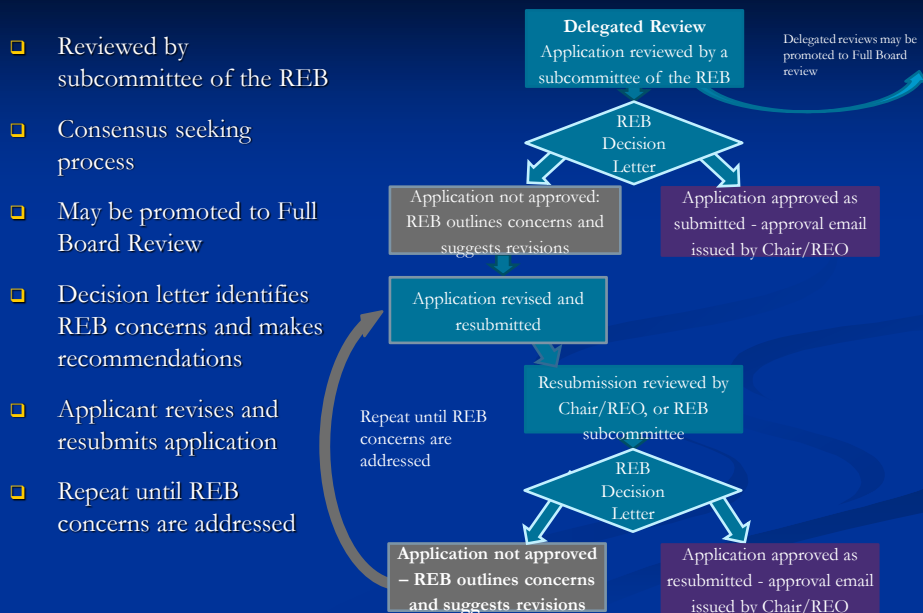


- Applications are review by the Full Board if the research involves:
 - Greater than “minimal risk”
 - Persons or groups in vulnerable circumstances
 - Invasive methods, sensitive subject matter, deception or withholding of information from participants.

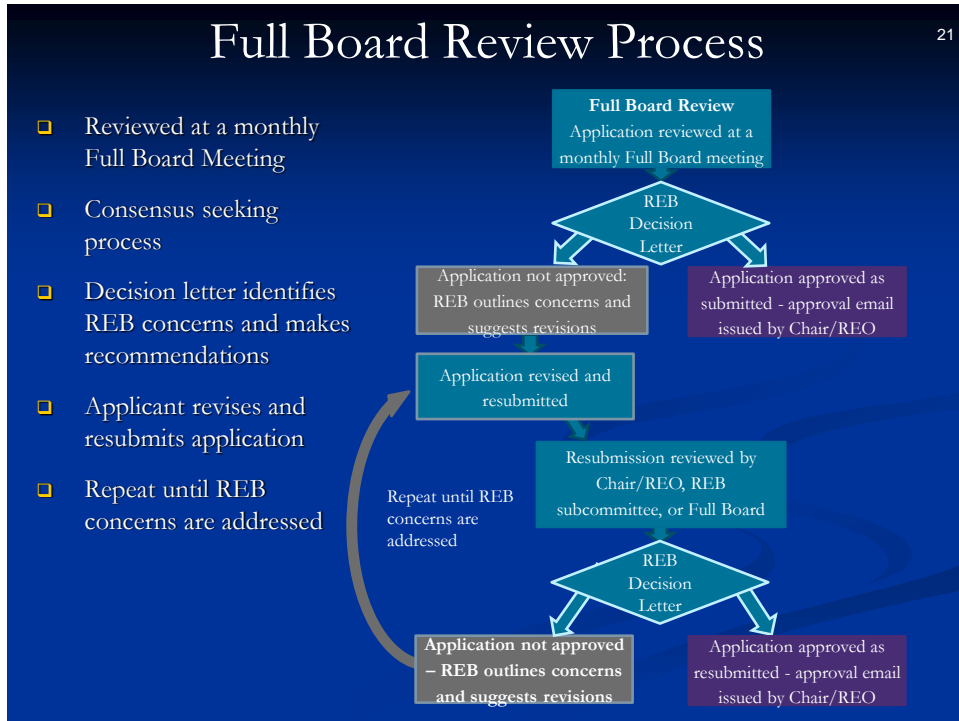
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Delegated Review Process

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Considerations for research during the publicly declared emergency (COVID 19) *

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Research already approved by the REB and not COVID 19-related

- ❑ Research involving in-person interaction shall be postponed or modified *
- ❑ Modifications to research design must be approved by the REB prior to implementation
- ❑ REB supports researchers to modify their research design to avoid in-person interaction

* SUBJECT TO CHANGE AS NEW INFORMATION EMERGES.
SEE CAPU REB WEBSITE FOR UPDATES

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Considerations for research during the publicly declared emergency (COVID 19)*

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New research not related to COVID-19

- ❑ REB encourages researchers to design their research to avoid in-person interaction
- ❑ REB continues to review and support the development of research involving in-person interaction, but such research will not be approved until after the Publicly Declared Emergency has been suspended *

New research related to or arising from COVID 19

- ❑ New research related to or arising from COVID 19 will be given priority for REB review

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Resources for researchers

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- ❑ REB website
 - ❑ Reb directive regarding COVID 19 (as updated)
 - ❑ Information on types of projects exempt from REB review
 - ❑ Description of application and review process
 - ❑ Forms, guides, and examples
 - ❑ Deadlines for applications suited to Full Board review
- ❑ TCPS and CORE tutorial
- ❑ Contact the REB: reb@capilanou.ca

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Questions

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