What do you need to conduct research with Interior Health?

Interior Health

Operational Review

Complete online Study Intake Form
https://is.gd/IHStudyIntake

If the PI is not affiliated with IH, complete the IH Affiliated Investigator Application

Complete the study-specific Operational Approval Form
(Link is sent to you via email upon submission of Study Intake Form)

- Are you requesting IH patient data?
  - **Complete Data Request Form** *(Link is sent on submission of Operational Approval Form)*
    Note: *If identifiable information is requested under a waiver of consent, an Information Sharing Agreement (ISA) is required.*
- Are you requesting biospecimens?
  - BioBank registration may be required. *BC Biobank Certification*
- Is your study a clinical trial?
  - Clinical Trial Agreement (CTA) required. *Contact Manager, Clinical Research*
- Is your study Patient Oriented Research (POR?)
  - Patient Engagement in Research (PEiR) Committee is available for consultation.

Creating a database or registry? Privacy Impact Assessment (PIA) may be required.

Operational Approval

Ethical Review

Check the Research Ethics BC website to see if your study requires harmonized review: www.researchethicsbc.ca/

NO

Apply for IH REB review:
Read the Guidance Note for completing the IH REB Application

Is your project minimal risk?

YES → Submit completed application package to: researchethics@interiorhealth.ca

NO →
- Include additional documents: external peer review, CV of PI, TCPS2 Certificate
- Check REB Meeting dates and submission deadlines

YES

Apply for harmonized ethical review via the Provincial Research Ethics Platform: www.researchethicsbc.ca/
**A researcher with dual affiliations must apply for harmonized review*

Research involves IH if:

- *Participants are recruited through IH sites / programs*
- *Research activities involve IH patients, employees, or physicians*
- *IH patient information is used*
- *IH employees or physicians are research team members*
- *A Family Practice Residency, Pharmacy Residency, or Student Dietitian project is conducted in IH*

Research Ethics Board Approval

Certificate of Institutional Approval to Conduct Research

(Issued after operational and ethical approvals are granted)

Questions about Research within IH?
research@interiorhealth.ca

Questions about Ethics Review?
researchethics@interiorhealth.ca

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Research Ethics Board
3rd Floor, 505 Doyle Avenue
Kelowna, BC V1Y 0C5
250-870-4602
researchethics@interiorhealth.ca

IH REB Minimum Requirements for a Protocol

A research protocol is a master document on how to operationalize the research idea. The protocol should contain sufficient information so that the study could be repeated successfully by another site, group or individual.

A protocol is not equivalent to a grant proposal, which aims to convey the necessary information to inform a panel of peers why a study should be funded, and that the individual/team has the skills to execute the research.

A protocol is also not equivalent to an IH REB Application for Ethical Review form, a UBC RISe Application, or another REB's application form. REB Application forms should demonstrate how a protocol that could apply at any research site will be applied to the Interior Health sites involved. Applicants should pay particular attention to how participants will be recruited at IH sites, how consent will be obtained from IH participants, and how study data will be collected and stored securely for the duration of the study.

Protocols should include, at a minimum:

1. A background literature review (with accompanying references) that includes an explanation of the need or justification for the study.
2. The study purpose
3. Hypotheses
4. Objectives
5. Specification of endpoints or outcomes (if applicable)
6. Research design including statistical analysis plan (if applicable) and
7. Detailed research procedures

Sample protocols are readily available online. The UBC Faculty of Medicine has a couple of simple templates that are appropriate for use with both clinical and behavioural research.