### RESEARCH ETHICS BOARD

Chrysler Hall North, 2<sup>nd</sup> Floor, Room 2146 www.uwindsor.ca/research-ethics-board/

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#### Frequently Asked Questions

#### What is the relationship of the REB to the University of Windsor?

The REB derives its authority from the federal guidelines contained in the *Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans* (<a href="www.pre.ethics.gc.ca">www.pre.ethics.gc.ca</a>). All universities who receive funding or are eligible to receive funding from the Tri-Agencies (NSERC, SSHRC, CIHR) must have an independent REB responsible for the ethical oversight of all research with human participants conducted by faculty, staff or students, regardless of funding or where the research takes place.

#### Does all research need to be cleared by an REB?

**No.** Only research conducted with human participants or human biological materials is covered under the TCPS2. The TCPS2 defines human participants as "individuals whose data, or responses to interventions, stimuli or questions by the researcher are relevant to answering the research question" (p. 14). This definition also includes secondary data and human biological materials.

#### Are there any exemptions?

**Yes.** The TCPS2 also provides guidelines for activities which are exempt from REB review. Examples of these exemptions include research based on publicly available data or anonymous data (TCPS2, 2.1; 2.4) observations in public spaces where there is no expectation of privacy (TCPS2, 2.3) and creative practices (TCPS2, 2.6). Some organizational activities such as quality improvement, quality assessment and program evaluation may be exempt (TCPS2, 2.5). Please consult with the REB early in the development of your research project if you think that your research, or components of your research, may be exempt from review.

# If I am coming to the University of Windsor from another institution, do I need to transfer my research and ethical clearances here?

**Yes.** The REB office can assist you in transferring your protocols and ethical approvals to the University of Windsor. Please ensure you have complete copies of all files (application, appendices and amendments) and clearances from the previous institution.

### If I am a new researcher in Canada, where should I start?

First, we recommend obtaining your TCPS2 certificate, which is required of all researchers conducting research with human participants in Canada. The on-line certificate program can be found here: <a href="http://tcps2core.ca/welcome">http://tcps2core.ca/welcome</a> Second, schedule a meeting with the REB to discuss your research and possible ethical clearances needed. Email <a href="mailto:ethics@uwindsor.ca">ethics@uwindsor.ca</a> to schedule an appointment.

## If I am doing research in the USA, is the UWindsor REB registered as an IRB and does UWindsor have an FWA number?

**Yes.** The University of Windsor REB is a registered IRB with the Office of Human Research Protection in the US. We also have an FWA number which provides our researchers with greater flexibility with US funding. Please contact the REB for the relevant registration numbers.

Where can I find REB forms and other information on-line?

http://www.uwindsor.ca/research-ethics-board/298/forms

#### Things We Wish You Knew about Our Services

- Meet with us early. Meeting with an REB member to discuss your ethics applications before submission will help identify any possible issues and facilitate a smoother, shorter time to clearance of your protocols.
- Workshops and presentations. The REB provides workshops and in-class presentations on a
  variety of research ethics topics. Please contact us if you would like to schedule a workshop or
  presentation for your classes.
- Clearance from another REB. If you are the Co-PI on a project cleared by another REB, we will accept other university forms for our review, you do not have to complete the University of Windsor REB forms as well. We also have reciprocity with Windsor Regional Hospital and accept their forms for our review.
- Hôtel-Dieu Grace Healthcare. The University of Windsor provides ethics clearance for research
  projects being conducted at the hospital or with their patients; however, you must first obtain a
  Letter of No Objection from the Hôtel-Dieu Research Committee and then apply for clearance from
  the UWindsor REB. Please see the UWindsor REB website for the process and forms.
- Windsor Regional Hospital. If you are conducting research at WRH or with their patients, you can
  use WRH's REB forms to submit to the UWindsor REB; you do not need to complete both sets of
  forms. Please see the UWindsor REB website for WRH REB link which includes their process and
  forms.
- **Feedback**. Please contact the REB to provide feedback on our reviews, processes or other information. Feedback from researchers is important for ensuring our own accountability and helps improve our effectiveness.