



# UBC Okanagan

## Behavioural Research Ethics Board

UBC Okanagan BREB

### Human Ethics Applications: UBCO / IH Harmonized Review Process

To facilitate the review process of studies that involve UBCO and IHA researchers, the Okanagan BREB has a joint review process. There are two reviewers—one from UBC Okanagan BREB and one from the Interior Health Authority REB. The process was implemented in 2010 and was previously governed by a Memorandum of Agreement between the two parties.

There has been recent advancements in the harmonization of multi-jurisdictional research in BC through the BC Ethics Harmonization Initiative; IHA and UBCO have adopted the research ethics harmonization model for the process going forward.

What does it mean for researchers? Not much will change—the application process (RISe) remains the same, one set of provisos will still be provided, and a joint certificate of approval will be issued. You will still be required to meet the requirement of operational approval from IH.

The Principal Investigator is responsible for the overall conduct of his/her UBC / Health Authority Research, including direction and supervision of the Research Team. The Principal Investigator is responsible for ensuring that all Health Authority personnel identified by the Health Authority as 'needing to know' are properly informed as to the procedures specified in the research ethics protocol applicable to the Principal Investigator's UBC / Health Authority Research.

#### PROCESS: UBCO Faculty and IH Collaborators

- Determine if the study meets criteria for harmonized review by the UBCO BREB and the IH REB. Criteria for harmonized review include:
  - the study involves a UBCO faculty member(s) as principal and/or co-investigator;
  - the study is deemed to be behavioural as per UBCO standard operating procedures and operational guidelines;
  - the study involves human participants or their personal information (patients/staff/clients) under the auspices of IH, in IH owned and operated facilities/programs, or in services provided by a third party under contract with IH.
- Contact the IH Research Ethics Office prior to submitting an application through the RISe system for assistance with identifying the administrative contact who has the operational responsibility to provide administrative authorization for the study. This is very important if you are requesting IH data. Note: an operational impact assessment signed by the designated IH administrative contact, must accompany the application to the UBCO BREB.
- Submit the application for ethics review via the RISe on-line system indicating that harmonized review is required.
- To flag that the study requires joint review, harmonized review is now indicated in Section 4 of the RISe application.**
  - In Section 4.6 of the application, please respond 'YES' to the question 'Is this study a multi-jurisdictional study that required review by two or more REBs?'
  - You will then be taken to Section F. For F1 select 'YES', and then select Interior Health Authority from the list of institutions.
  - The responses to F2 and F3 should be 'NO'. You will be required to respond to three other questions.
  - Note that the statement 'This application requires harmonized review with IHA' is no longer required in Section 5.1.
- Following the submission of the application, the UBCO BREB Administrator will assign the study to both reviewers, and will collate the provisos/requested changes submitted by the reviewers.
- Once the provisos and requested changes from both reviewers have been addressed and approved, an approval certificate is issued by the UBCO BREB on behalf of both the UBCO BREB and IH REB. Prior to the certificate of approval being released, IH administrative authorization to proceed with the proposal at the site(s) must be in place.

#### Tips:

If your study is a multi-year study with separate/different methodologies in each year it is recommended to submit a new application for additional years rather than an amendment. As well, only address the first year in the initial application. Please contact Lisa Shearer if you have questions as to whether to submit an amendment or new application.

**DON'T FORGET** to indicate in your application that harmonized review is required. If this is missed, delays in the review of your application may occur.

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#### IH Research Ethics Office

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