

Ontario Shores Studies Involving Human Subjects

The Research Ethics Board (REB) adopts a proportionate approach to ethics review such that the level of REB review is determined by the level of risk presented by the research. Thus, there are two levels of REB review possible for brand new studies: Full Board review and Delegated review (expedited). For example, clinical trials fall under Full Board review, whereas minimal risk studies, such as some retrospective chart reviews, fall under Delegated review. Please see the Applications and Forms tab for required submission materials.

Ontario Shores is a Participating Site with Clinical Trials Ontario (CTO). Additionally, there are agreements in place to streamline multi-centre research with other organizations: Ontario Tech and Waypoint.

For Full Board review, the submission deadline is **3 weeks** prior to the monthly REB meeting. Please see the '[Submission Deadlines and Meeting Dates](#)' tab. Submissions for Delegated review can be sent in at all times. However, at the discretion of the REB Chair, the study may be assigned to Full Board review.

Please note, it is highly recommended that the Research and Academics department at Ontario Shores is engaged when crafting REB submissions. Please contact Dr. Mary Chiu, Research Coordinator/Knowledge Translation Specialist at chiu@ontarioshores.ca, and provide a copy of your protocol **10 days** prior to REB submission. Dr. Chiu can advise on scientific merit and methodological approaches. If you do not engage in this step, there is an increased risk of deferral of a REB decision.

All submissions, regardless of review level, must be sent to the REB Office. Paper copies should be delivered to room 7-2029, Building 7 Level 2 and electronic copies should be sent to REBSubmissions@ontarioshores.ca.

***Note:** When planning multi-site studies involving human subjects, please meet with the REB Coordinator prior to crafting your submission to inform the appropriate review pathway. Please see below for relevant documentation and information for the different review pathways.

Note: If you are utilizing the Board of Record submission pathway and the Ontario Shores REB is not the Board of Record, please submit copies of the McMaster Privacy Certificate, TCPS-2 Certificate, and signed and dated CVs for all Ontario Shores affiliated research team members to the Ontario Shores REB Office prior to commencing your study. Please also submit Good Clinical Practice Certificates if the study is a regulated clinical trial.



