



# UNIVERSITY OF BRITISH COLUMBIA PROVIDENCE HEALTH CARE RESEARCH ETHICS BOARD (UBC PHC REB)



#### **ANNUAL REPORT**

# For the period 01 April 2011 to 31 March, 2012

This is the individual report for the UBC Clinical Research Ethics Board for the fiscal year 01 April 2011 to 31 March 2012. The UBC Office of Research Ethics will provide a combined UBC REB annual Report encompassing all UBC affiliated REBs for the fiscal year 01 April 2011 to 31 March 2012.

UBC PHC REB 2011 ANNUAL REPORT for the FISCAL YEAR 01-April-2011 to 31-March-2012 Manager Michelle Storms

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#### **INTRODUCTION**

The University of British Columbia Research Ethics Boards (UBC REB's) are established and empowered under the authority of the Board of Governors through the Vice-President Research & International at the University. Accordingly UBC Policy 89 Research Involving Human Participants, mandates that all research projects involving humans or materials or information derived from humans be reviewed and approved by a UBC REB prior to the initiation of any research related activities (which include but are not limited to recruitment and screening activities, accepting or using any funds, use of University services or hospital facilities.

#### **Purpose of the Board**

The REB's purpose is to protect the rights and welfare of human subjects participating in research conducted at UBC. The UBC REBs review and oversee such research to assure that it meets ethical principles and that it complies with all applicable regulations and standards pertaining to human subject protection. These include but are not limited to Health Canada's Food and Drugs Act, the International Conference on Harmonization Good Clinical Practice: Consolidated Guidelines, the Declaration of Helsinki: Ethical Principles for Medical Research Involving Human Subjects, the Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans, UBC Policy 89 and where and to the extent applicable, US Federal Regulations.

#### **Governing Principals**

The REB is guided by the ethical principles regarding all research involving humans as participants as set forth in the Core Principals of the Tri-Council Policy Statement: Ethical Conduct of Research Involving Humans, as follows:

- Respect for Persons
- Concern for Welfare
- Justice

#### **REB Authority**

The UBC REBs are established to review all research involving human participants that is conducted by UBC faculty, staff and students, or anyone conducting research at or under the auspices of the University of British Columbia.

The REB has the authority to ensure that all research conducted under the auspices of UBC is designed and conducted in such a manner that it protects the rights, welfare, and privacy of research subjects. Specifically:

- The REB has the authority to approve, require modification in, or disapprove, any research activity that falls within its jurisdiction.
- The REB has the authority to conduct continuing ethical review as it deems necessary to protect the rights and welfare and privacy of research subjects. Continuing review activities include, but are not limited to,
  - review of regular progress reports,
  - review of changes in the design or conduct of the study prior to implementation,

- review of Serious Adverse Events
- monitoring to determine that the study is conducted as approved,
- observation of the informed consent, and,
- any other review procedure as deemed to be necessary to protect the rights and welfare of human subjects

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- The REB may suspend or terminate approval of a study.
- The REB may place restrictions on a study.

### One Board of Record Agreement (UBC Affiliated REBs)

The UBC PHC REB is one of six UBC affiliated REB's for human subject research.

- 1. UBC Clinical REB (CREB)
- 2. UBC Children & Women's REB (C&W)
- 3. UBC Behavioural REB (BREB)
- 4. UBC Okanagan (UBC-O)
- 5. UBC BC Cancer Agency REB (BCCA)
- 6. UBC Providence Health Care REB (UBC PHC REB)

The UBC affiliated REBs noted above agree that all new research projects reviewed by one of the UBC affiliated REBs should have a single REB of Record when the same Principal Investigator is conducting the same research project at more than one institution under the jurisdiction of more than one UBC REB. The purpose is to avoid the requirement for multiple formal ethical reviews of the same research study. The UBC REB that initially reviews and approves the research project will be the Board of Record for the study.

#### Review of Applications Submitted to other UBC Research Ethics Boards

Under the UBC REB One board of Record process, the PHC Research Ethics Board conducts a review of applications submitted to the other UBC research ethics boards that indicate that use of PHC facilities, services, or access to patients or staff is required.

The UBC PHC REB Manager of Ethical Reviews is responsible for ensuring that a PHC Institutional Certificate of Final Approval signed by the PHC VP of Research is issued for each application reviewed and approved by any of the other UBC REBs. If there is any question or concern about any of these applications (i.e. concern about issues related to catholic policy), the UBC PHC REB Manger of Ethical Reviews refers the application to the UBC PHC REB Chair. If there are no concerns, the process for obtaining institutional departmental approvals is undertaken, after which, if all institutional approvals are in place, the final certificate to conduct the research at PHC is issued.

# Researcher Information Services System (RISe)

Throughout this report frequent reference is made to "RISe". RISe is an online research administration tool that allows researchers and administrators to manage applications online through the process that can be tracked to approval, certification or awarding of funds. As a collaborative online tool, RISe allows researchers to interact with their research teams, administrators, and reviewers; the system also sends auto-notifications and reminders to individuals regarding the status UBC PHC REB 2011 ANNUAL REPORT for the FISCAL YEAR 01-April-2011 to 31-March-2012 Manager Michelle Storms

of their project or application. The UBC-affiliated REBs continue to work together and with the RISe team of programmers to maintain and improve the content, data, and functionality of the system. The RISe team introduced a new website 17 Feb 2012.

#### **ABOUT THE BOARD**

The University of British Columbia/ Providence Health Care Research Ethics Board (UBC PHC REB) is a UBC affiliated Research Ethics Board for the Providence Health Care Research Institute. The board is responsible for the clinical and behavioural research projects conducted at the following:

- St. Paul's Hospital
- Mount Saint Joseph Hospital
- St Vincent's: Langara
- Brock Fahrni
- Holy Family Hospital
- Youville Residence
- Marion Hospice

Researchers who are UBC faculty members or who are staff members of Providence Health Care can submit to UBC PHC REB. Researchers from other institutions, students, and trainees must appoint an individual who holds either a Providence Health Care appointment or a UBC faculty appointment as the principal investigator (PI) for the research, unless the researcher, student or trainee holds a PHC appointment or UBC faculty appointment

#### MESSAGE FROM THE CHAIR - Dr. Kuo- Hsing Kuo

As per recommendations by the TCPS2 and UBC policies, UBC-PHC-REB provides ethics review of clinical research taken place under the jurisdiction of PHCRI. As part of a Catholic health care community, respect for the diversity and dignity of all persons also encompasses the operation of UBC-PHC-REB. We believe that the process of ethics review was not meant to create barriers for the research community to explore knowledge and advance the understanding of disease. All members of UBC-PHC-REB strive to facilitate responsible research to improve patient care for our community.

Dr. Kuo-Hsing Kuo assumed the role of the UBC-PHC-REB Chair in January 2009. Prior to this, he was an active member in 2007 and was named Associate Chair in February 2008. Dr. Kuo is an Associate Professor in the Department of Anesthesiology, Pharmacology and therapeutics in the UBC Faculty of Medicine. Dr. Kuo's clinical research involves investigating hypersensitivity of smooth muscle in asthma.

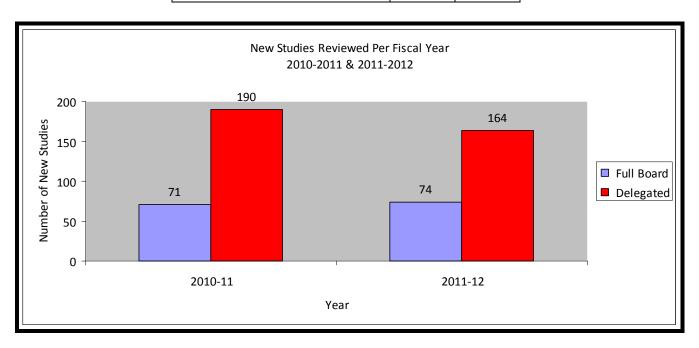
#### **STATISTICS**

As of March 31, 2012, the PHC REB was responsible for the ethical oversight of 731 ongoing research projects.

#### **New Applications**

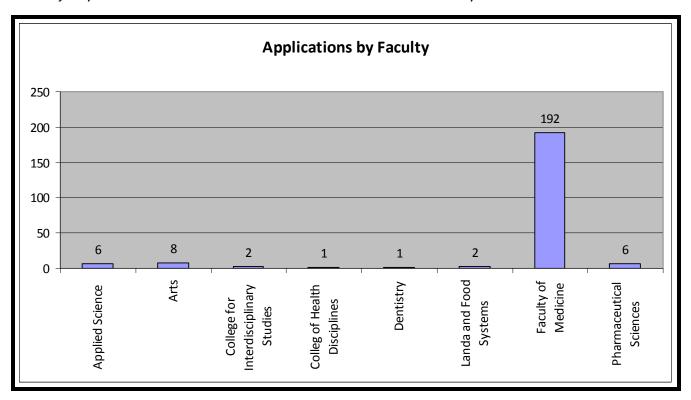
238 new applications were submitted to the PHC REB in the April 2011 to March 2012 fiscal year Seventy four of these were submitted for full board review and 164 were submitted as minimal risk, 72.5% submitted were clinical and 27.5% were behavioural

New Applications	2010-11	2011-12
Full Board	71	74
Delegated	190	164
Total	261	238



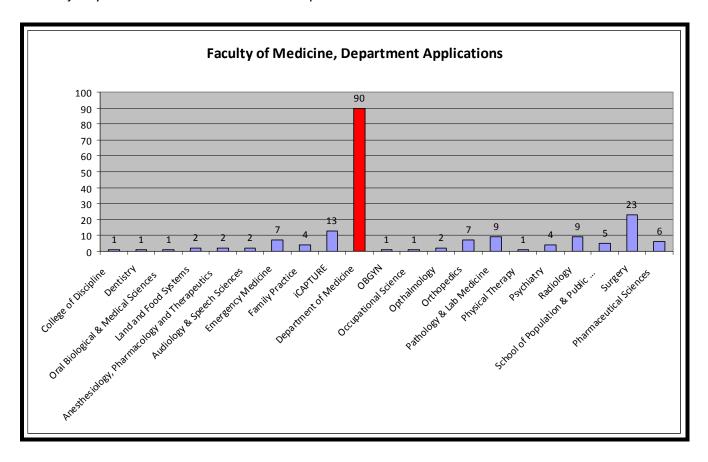
# **Applications by UBC Faculties**

The majority of submissions to the PHC REB come from the UBC Faculty of Medicine.

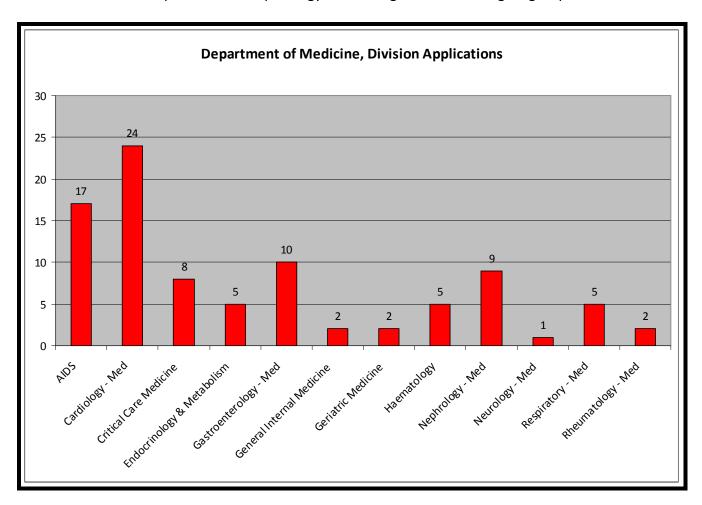


# **Applications by UBC Department**

The majority of the submissions from the Department of Medicine

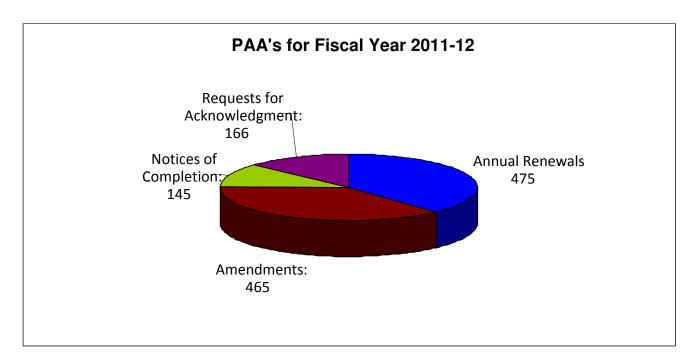


The submissions from the Department of Medicine can be further broken down by division. The Division of Cardiology, Aids and Gastroenterology accounts for the largest percentage of submissions to the REB with the Department of Nephrology accounting for the next largest group.



#### Post Approval Activities (PAAs)

In addition to new applications, the PHC REB processes PAAs on ongoing studies, which include Annual Renewals, Amendments, Study Closures, and Requests for Acknowledgement. In total, the PHC REB reviewed a total of 1,251 PAAs.



POST APPROVAL ACTIVITIES	2010-11	2011-12
Annual Renewals	450	475
16 Amendments	400	465
Notices of Completion	141	145
Request for Acknowledgement	239	166
Total	1230	1251

#### **REB TURNAROUND TIMES FOR REVIEWS & APPROVALS**

There are various issues that influence the turnaround times of studies submitted to the PHC REB. During 2011 turnaround times varied depending on the quality and completeness of the applications submitted, PI's not responding in a timely fashion was noted as an area that caused delays. In order to facilitate the review process REBA initiated an administrative process known as "pre-screening" used primarily for Full Board studies. This has sped up the review process, allowed for more complete applications to be reviewed by members and prevents sites from receiving pages of provisos post meeting.

On average (as can be seen in the charts below) the number of days from Department Approval to the issuance of the Certificate of approval for Full Board studies was 85.6 and for Delegated Review was 39.7.

- indicates that the value is worse than the previous month, indicates that the value is better than the previous month, indicates that the value is within .5 days of the previous month.
- The number of studies approved each month is presented as n=8(1). The number in parentheses represents the number of studies that were in the system more than 200 days and were, as a result, not included in the calculations.

	Apr	May	Jun	Jul	Aug	Sep
Full Board Review Summary	n=4(1)	n=7	n=9(1)	n=2	n=4	n=4(1)
Days from Department Approval	25.00	23.43	28.83	24.00	18.25	19.0
to REB Meeting	U	U	U	U	U	0
Days from REB Meeting to	8.00	6.86	7.11	7.50	13.00	13.5
Provisos Entered	U	U			0	
Days from 1st Provisos Entered	35.75	26.00	36.11	18.50	23.50	35.25
to Response to 1st Provisos	U	U	0	U	0	0
Days from Response to 1st	26.50	23.29	20.22	30.50	9.75	13.25
Provisos to Cert of Approval	0	U	O	0	O	0
Issued						
Department Approval to Cert of	95.25	79.57	96.78	80.50	64.50	81.00
Approval Issued	0	U	0	U	U	0
	Oct	Nov	Dec	Jan	Feb	Mar
	Oct n=6	Nov n=4(1)	Dec n=4(1)	Jan n=8	Feb n=7	Mar n=9(2)
Days from Department Approval	n=6 23.67	n=4(1) 25.00	n=4(1) 27.75	n=8 24.13	n=7 28.71	n=9(2) 52.11
Days from Department Approval to REB Meeting	n=6	n=4(1)	n=4(1) 27.75	n=8 24.13	n=7	n=9(2)
	n=6 23.67 ••••••••••••••••••••••••••••••••••••	n=4(1) 25.00 () 5.50	n=4(1) 27.75 () 4.25	n=8 24.13 () 6.00	n=7 28.71 0 6.00	n=9(2) 52.11 () 6.11
to REB Meeting	n=6 23.67	n=4(1) 25.00	n=4(1) 27.75	n=8 24.13	n=7 28.71 ()	n=9(2) 52.11
to REB Meeting  Days from REB Meeting to	n=6 23.67 () 11.17 () 34.33	n=4(1) 25.00 () 5.50 () 19.50	n=4(1) 27.75 () 4.25 () 16.75	n=8 24.13 () 6.00 () 23.63	n=7 28.71 0 6.00	n=9(2) 52.11 () 6.11 () 38.22
to REB Meeting  Days from REB Meeting to  Provisos Entered	n=6 23.67 ① 11.17 ①	n=4(1) 25.00 () 5.50	n=4(1) 27.75 1 4.25	n=8 24.13 () 6.00	n=7 28.71 0 6.00	n=9(2) 52.11 0 6.11
to REB Meeting  Days from REB Meeting to  Provisos Entered  Days from 1st Provisos Entered	n=6 23.67 () 11.17 () 34.33 () 26.17	n=4(1) 25.00	n=4(1) 27.75 10 4.25 16.75 12.75	n=8 24.13 0 6.00 1 23.63 1 28.50	n=7 28.71	n=9(2) 52.11 () 6.11 () 38.22 () 33.67
to REB Meeting  Days from REB Meeting to Provisos Entered  Days from 1st Provisos Entered to Response to 1st Provisos	n=6 23.67 0 11.17 U 34.33	n=4(1) 25.00 () 5.50 () 19.50	n=4(1) 27.75 () 4.25 () 16.75	n=8 24.13 0 6.00 0 23.63	n=7 28.71 0 6.00 1 47.43	n=9(2) 52.11 0 6.11 38.22
to REB Meeting  Days from REB Meeting to Provisos Entered  Days from 1st Provisos Entered to Response to 1st Provisos  Days from Response to 1st	n=6 23.67 () 11.17 () 34.33 () 26.17	n=4(1) 25.00	n=4(1) 27.75 10 4.25 16.75 12.75	n=8 24.13 0 6.00 1 23.63 1 28.50	n=7 28.71	n=9(2) 52.11 () 6.11 () 38.22 () 33.67
to REB Meeting  Days from REB Meeting to Provisos Entered  Days from 1st Provisos Entered to Response to 1st Provisos  Days from Response to 1st Provisos to Cert of Approval	n=6 23.67 () 11.17 () 34.33 () 26.17	n=4(1) 25.00	n=4(1) 27.75 10 4.25 16.75 12.75	n=8 24.13 0 6.00 1 23.63 1 28.50	n=7 28.71	n=9(2) 52.11 () 6.11 () 38.22 () 33.67

	Apr	May	Jun	Jul	Aug	Sep
Delegated Review Summary	n=15	n=9(1)	n=14(1)	n=11	n=8	n=9
Days from Department Approval	13.53	8.38	11.50	23.45	14.88	18.00
to 1st Provisos Entered	O	U	0	0	O	0
Days from 1st Provisos Entered	9.07	3.38	17.21	7.82	26.25	19.14
to Response to 1st Provisos	O	U	0	U	0	U
Days from Response to 1st	13.33	5.88	8.57	9.27	15.75	5.57
Provisos to Cert of Approval	0	U	0	0	0	U
Issued						

Department Approval to Cert of Approval Issued	35.93 <b>U</b>	18.00	37.29 <b>①</b>	40.55	56.88 <b>()</b>	39.22 ()
	Oct	Nov	Dec	Jan	Feb	Mar
	n=11	n=12	n=4(1)	n=18	n=14	n=11(1)
Days from Department Approval to 1st Provisos Entered	10.91	16.17	16.45	19.47	18.85	29.18 <b>1</b>
Days from 1st Provisos Entered to Response to 1st Provisos	7.27 <b>U</b>	7.25 <b>•</b>	8.18 <b>0</b>	7.71 <b>•</b>	10.00	14.82 ••
Days from Response to 1st Provisos to Cert of Approval Issued	24.36	11.83	7.27	15.06	14.08	14.80
Department Approval to Cert of Approval Issued	42.55 ••	35.25 <b>()</b>	30.50	41.00 ••	41.00	58.45 <b>①</b>

#### **MEMBERSHIP**

As of March 2012, the PHC REB was composed of 24 members (15 Voting members & 5 Alternate members, 4 ad hoc) of diversified specialties as well as from the community. All appointments to the Board are made by the UBC Vice President Research & International in collaboration with the Vice President Research and Academic Affairs of Providence Health Care will make appointments to the UBC Providence Health Care Research Ethics Board (UBC PHC REB) The depth and breadth of knowledge required, the time commitment and the stress of the responsibility are onerous, and the Board members are thanked for their outstanding contributions to UBC and its affiliated institutions. The Full membership lists with REB position, Qualifications, Scientific affiliations, institutional affiliation and Quorum designation are detailed and updated on the PHC REB Web Page at: http://www.providenceresearch.ca/membership-annual-reports.html

The Board and the University of British Columbia are grateful and indebted to all members for their valuable service to the Board and the Providence Health Care research community.

MEN	PHC REB VOTING /IBER der/ Citizenship	REB POSITION (Alternate Designation)	HIGHEST DEGREE (S) EARNED	PRIMARY or NON SCIENTIFIC SPECIALITY	PHC /UBC AFFILIATI ON	Quorum Design.
1	<b>Dr. Kuo-Hsing Kuo</b> Male/Yes	Voting Member Chair	MD PhD	Pharmacology	Yes	1,2
2	<b>Dr. Ingrid Fedoroff</b> Female/Yes	Voting Member Associate Chair	PhD, R.Psych	Pain Management	Yes	1, 2
3	<b>Dr. Jill Kernahan</b> Female/Yes	Voting Member Associate Chair	BSc MD C.C.F.P.	Family Medicine	Yes	1,2
4	<b>Dr. Eve Aymong</b> Female/Yes	Voting Member	MD MSc FRCP(C)	Cardiovascular	Yes	1,2
5	<b>Dr. Martha Mackay</b> Female/Yes	Voting Member (Alternate for	PhD, RN, CCN (C)	Clinical Nurse Specialist,	Yes	1,2

		#9 and 15)		Cardiology		
6	<b>Dr. Boris Feldman</b> Male/Yes	Voting Member	MD	Psychiatry	Yes	1
7	Ms. MaryEllen Gillan Female/Yes	Voting Member ((Alternate for #8 and 16)	MA	Community Member	No	4, 5
8	Ms. Rika Moorhouse Female/Yes	Voting Member	PMP, MPH (student)	Community Member	No	4, 5
9	Ms. Annemarie Kaan Female/Yes	Voting Member (Alternate for #5 and 15)	MCN RN CCN(C) CTNC	Clinical Nurse Specialist, Heart Failure VAD/Transplant	Yes	1,2
10	Mr. Michael Kleisinger Male/Yes	Voting Member	LL.B	Law	No	3
11	<b>Dr. Manoj Raval</b> Male/Yes	Voting Member	MD MSc	General Surgery	Yes	1,2
12	<b>Dr. David Unger</b> Male/Yes	Voting Member	MD CCFP FCFP Dip Sport Med Bioethics	Medicine, Ethicist	Yes	1, 2
13	<b>Dr. Quincy Robyn</b> Young Female/Yes	Voting Member	PhD R. Psych	Cardiac Psychology	Yes	1,2
14	<b>Dr. Farzin Forooghian</b> Male/Yes	Voting Member	MD, MSc, FRCSC	Ophthalmology	Yes	1,2
15	Ms. BelindaAnn Furlan Female/Yes	Voting Member (Alternate for #5 and 9)	BScN, MSN, NP(F), CCN (C)	Nurse Practioner, Cardiology	Yes	1
16	Ms. Bonnie MacKenzie Female/Yes	Voting Member	Diploma Electronic Data Processing	Community Member	No	4, 5
17	<b>Dr. Adrienne Melk</b> Female/Yes	Voting Member	MD, MPH	General and Endocrine Surgery	Yes	1,2
18	<b>Dr. Robert Boone</b> Male/Yes	Voting Member	MSc (Epi) MD FRCPC	Cardiology	Yes	1,2
19	Ms Katherine Saunders	Voting Member (Alternate for #10)	LL.B	Law	No	3
20	<b>Dr. Thomas Kerr</b> Male/Yes	Member	PhD	HIV/AIDS	Yes	1
LIDC	DUC DED Ad Has Marchay	_				

21	Dr. Ardis Krueger	Member	BA ND	Naturopathic	No	1, 6
	Female/Yes			Medicine		
22	Dr. Stephen Pinney	Member	MD, FRCSC,	Orthopedics	Yes	1,2
	Male/Yes		MDMC			
23	Ms. Patricia	Member	BSN, LL.B	Nursing,	Yes	1
	Lauridsen-Hoegh			HIV/AIDS		
	Female/Yes					
24	Dr. Nadia Khan	Member	MD FRCPC	Internal	Yes	1,2
	Female/Yes		MSc	Medicine		

A quorum compromises a minimum of five separate members from groups 1-4, with

- 1) at least two members with broad expertise in biomedical research (Scientific)
- 2) at least one member knowledgeable in the ethics of scientific research
- 3) at least one member knowledgeable in law relevant to scientific research
- 4) at least one member from the community who has no affiliation with the institution (Lay Member)
- 5) at least one member whose specialty is non-scientific (may also be from groups 1-4)
- 6) at least one member knowledgeable in therapeutic natural health products (ad hoc, for quorum only for review of therapeutic natural health products)

#### **CHANGES DURING THE FISCAL YEAR**

#### **New Members**

Dr. Robert Boone

Dr. Stephen Pinney

Dr. Farzin Forooghian

Ms Rika Moorhouse

Ms Bonnie Mackenzie

Dr. Adrienne Melck

Dr. Michael Kleisinger

#### Resigned

Ms. Lynne Connell

Ms Sarah Harbottle

Ms Susanne Burns

#### **Full Board Meetings**

12 Full Board meetings of the PHC REB were held from 01 April 2011 to 31 March 2012. Meetings are held on the last Friday of every month. Meeting dates & deadlines for submission to Full Board for ethics review are posted on the PHC REB Website at: <a href="http://www.providenceresearch.ca/deadlines-meeting-dates.html">http://www.providenceresearch.ca/deadlines-meeting-dates.html</a>

#### **REVENUE**

#### **REB Review Fee**

The REB fee of \$3000.00 for ethical review applies to any new industry sponsored application submitted for review. This fee is a one-time fee that covers all subsequent post-approval activities such as amendments, annual renewals, acknowledgment and SAE reviews.

YEAR	Total # of funded industry sponsored studies Per Fiscal Year	Total CAD\$ at \$3000 per study	% gain or loss from previous year
2008-09	34.2	\$102, 600.00	
2009-10	24.62	\$73,845.00	-28.03%
2010-11	30	\$90,000.00	21.88%
2011-12	29	\$87,000.00	-3.33%

#### **Annual Renewal Fee**

Effective April 1st, 2012, all applications for annual renewal of ethics approval for current (active and approved prior to April 1, 2011) privately sponsored (industry funded) research studies will be subject to a charge of \$250, when they are submitted for annual renewal. All new studies submitted for initial ethics approval subsequent to April 1st, 2011 will be subject to an annual renewal fee of \$500, when they are submitted for annual renewal. Accordingly, any privately sponsored study currently under the oversight of any of UBC's affiliated Research Ethics Boards (REBs) that is closed (by way of submission of an application for study closure) prior to April 1, 2012 will not be subject to the annual renewal fee. The REB will discontinue the renewal fee for an ongoing study where it is either clear or requested in the renewal application that the following apply: a) study is closed to accrual and b) all research related interventions are complete for all subjects except for long term follow up or c) study is limited to the analysis of data.

#### **ADMINSTRATION**

#### **US Federal Wide Assurances (DHHS-OHRP)**

Under the United States Department of Health and Human Services (DHHS) Code of Federal Regulations 45: Part 46 A Protection of Human Subjects Section 46.103 every institution engaged in human subjects research supported or conducted by any United States Federal Department or Agency must have assurance of compliance approved by the United States Office for Human Research Protections (OHRP). The Assurance formalizes the institution's commitment to protect human subjects.

OHRP Federalwide Assurance (FWA) and Institutional Review Board (IRB) assurance have been obtained for UBC and the PHC REB (REB is the Canadian terminology for an IRB). Click on the type of assurance below for more information:

Type of Assurance	Policy Number	Expiry Date
Federal Wide (see details)	FWA0000668	January 31, 2017
Institutional Review Board (see details)	IRB00000777	March 13, 2015

#### **Administration Staff**

The administration of the REB is undertaken by two full-time staff. The REB office includes one Manager (Michelle Storms) and one Manager of Pre- and Post- Review (Nesa Kruse). Staffing changes include addition of Julie Hadden (Pre/Post Review Manager) in January 2012 for coverage of Nesa's maternity leave. The Pre/Post Manager enhances the consistency and thoroughness of review of Applications for Ethical Review by being the common reviewer for all new applications being reviewed by the Full Board or through the Minimal risk review process. The primary goal of these reviews is to ensure that consent forms meet current REB requirements.

#### **PHC REB Chair and Associate Chairs**

The current REB Chair is Dr. Kuo- Hsing Kuo. The current Associate Chairs are Dr's. Ingrid Fedoroff and Jill Kernahan.

#### **UBC Office of Research Services Associate Director, Research Ethics**

Laurel Evans, the Associate Director, Research Ethics, Office of Research Services the Chairs and Managers of the UBC REB's meet quarterly to discuss policies and procedures that require a common resolution. These meetings have been successful in resolving issues and promoting consistency across the UBC REB's.

#### **YEAR IN REVIEW**

- November 2011, Providence Health Care Research Institute announces the launch of our new and improved website presenting the latest resources and guidelines for researchers, staff and the public who are interested in the types of research support provided by the Institute
- Release of Informed Consent template for both Clinical and Behavioural studies
- New RISe website 17 Feb 2012
- PHC REB in collaboration with Diversity Services developed a standard "Invite to Participate in Research" template for use by all researchers wishing to enroll LEP (Limited English Proficient) participants. The document has been dually translated into the top languages used across the PHC sites, which are Chinese Traditional (familiar to Cantonese speakers), Chinese Simplified (familiar to many Mandarin speakers), Vietnamese and Punjabi. Researchers only need to enter the study title, the date, the process for contacting the potential participant, and

- the study contact information. Researchers fill in the relevant blanks and submit to the REB for approval as part of your recruitment process. These documents are accessible on the PHCRI website and can be used in conjunction with the document "Steps for Translating Research Materials" found under the Forms and Guidance Tab: <a href="http://www.providenceresearch.ca/forms-quidance-notes.html">http://www.providenceresearch.ca/forms-quidance-notes.html</a>
- The PHC Practice-based Research Challenge which was launched in March 2011
  to support teams of point-of-care nurses and allied health professionals to
  conduct small-scale practice-relevant research projects with assistance from a
  research mentor. The ethics office supported this initiative by holding workshops
  for the new researchers.

#### **EDUCATION ATTENDED / WORKSHOPS PRESENTED**

- 4-5 April 2011: ARECCI Project Ethics Course Level 1 Integrating Ethics into Evaluation, QI and Community Based Research, Alberta Innovates Health Solutions
- 28 April 2011: CAREB/ACCER National Conference and Annual Meeting
- 11 April 2011: Privacy in Health Research at the Child and Family Research Institute, CRPD Clinical Research Professional Development
- 11 May 2011: The Consent Requirements under the Personal Health Information Protection Act Webinar presented by Debra Grant, Senior Health Privacy Specialist for the Information and Privacy Commissioner for the Province of Ontario (IPC)
- 25 May 2011: What's New in TCPS 2? Webinar presented by Susan Zimmerman, Executive Director, Secretariat on Research Ethics.
- 26 July 11: Research Challenge Ethical Implications of Research Workshop, presented by Nesa Kruse and Michelle Storms
- 23 Sept 2011: SOP for the Conduct of Clinical Research, presented by CHEOS
- 1 & 3 November 2011: Research Challenge Ethics Application Workshop, presented by Michelle Storms, Nesa Kruse
- 7 Dec 2011: Freedom of Information and Protection of Privacy Act, Certified Clinical Research Professionals (CCRP)
- 1 Feb 2012: The Use of Personal Health Information for Research: A tale of 3 Provinces, Electronic Health Information Lab (EHIL)
- Oct 2011: Annual presentation given to new PHC Dietetic interns to help them understand the PHC Ethics approval process for their research projects, presented by Michelle Storms and Nesa Kruse

	REB remains committed to improving its processes, to protect human subjects participating in research projects, to assist researchers in meeting regulatory requirements, and ensure the REB itself meets compliance standards.
_	Dr. Kuo-Hsing Kuo, Chair, UBC PHC REB
_	Ms. Michelle Storms, Manager Ethical Reviews
	Date:

The UBC-PHC REB will continue to facilitate ethical oversight of human research in affiliation with the UBC Office of Research Services and the UBC REB's. The UBC PHC