



REB Go, No-Go Checklist

A checklist to determine if Research Ethics Board (REB) Review is required

Definition of “Research” as per TCPS2, 2014:

“Research is defined as an undertaking intended to extend knowledge through a disciplined inquiry and/or systematic investigation. The term “disciplined inquiry” refers to an inquiry that is conducted with the expectation that the method, results, and conclusions will be able to withstand the scrutiny of the relevant research community.”

<http://www.pre.ethics.gc.ca/eng/policy-politique/initiatives/tcps2-eptc2/Default/>

Please note that all research, regardless of whether it requires a review must be conducted ethically and respectfully.

REB review is required prior to commencing research that incorporates:

- Human participants (e.g. tissue or fluid sample, opinion survey, focus group, interview, treatment)
- Data from people (e.g. surveys, focus groups, interviews in person, phone, email etc.)
- Data about people (e.g. academic, health, consumer, legal records etc.)
- Course project involving human participants or data from them or about them which constitutes entire course credit such as a degree program thesis or ‘capstone’ project.
- Publication (planned or reasonably likely) of any of the above except research without either human subjects or data from them or about them. Includes sharing generalized, anonymous results with any party outside the College.
- External organization or researcher involving any College resource in any respect with research involving human subjects, data from them, or about them.

No REB review is required when research involves:

- No human participants (e.g. analysis of non-human biological samples)
- No data related to human participants (e.g. data about qualities of different hops)
- Evaluation as a part of standard College business: (e.g. student or employee performance)
- Standard college quality assurance processes (e.g. KPI surveys, student course evaluations, program review focus groups, studies of student performance rates)
- Secondary data only (all information is publicly available)

***If you are uncertain whether an REB review is required or not, err on the side of caution to assure appropriate consideration of any potential risk to human participants. ***

Research conducted involving human participants as a part of a course or program assignment and intended only for the professor's review or class presentation, may be exempt from review. However, the professor must file an "Acknowledgement of Course-Based Research Form" with the Loyalist College Research Office.

Key Resource for Ethical Research Involving Humans:

Canada's leading research granting agencies, CIHR, NSERC and SSHRC constitute the "Tri-council" and collectively maintain a policy called the Tri-Council Policy Statement on Ethical Research Involving Humans. Besides being a commendable policy pertinent to much of Loyalist College's programming and audiences, it is a policy which the College is required to respect as a condition of being deemed eligible to receive funds from these agencies (and several others which take their cues from the Tri-Council). Accordingly, the Tri-Council policy is a key resource to consult when looking for guidance on how to address ethical research involving human subjects. The policy can be consulted here:

<http://www.pre.ethics.gc.ca/eng/policy-politique/initiatives/tcps2-eptc2/Default/>

Key College Resource: Research Services Office

Consult the REB website to obtain an application, or request the assistance of the Research Services Office Coordinator:

Carly Kelly
Research Services Office

Loyalist College
376 Wallbridge-Loyalist Road
Belleville, Ontario K8N 5B9

613-969-1913, ext. 2363

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