

## CTO College of Reviewers

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The CTO Research Ethics Board (REB) Qualification reviews are conducted by a team of reviewers (the CTO Qualification Team) who will spend up to two days on-site with REB personnel reviewing documents and conducting interviews to assess the REB and its operations against the CTO REB Qualification Checklist.

The CTO Qualification Team will generally consist of an Auditor with specific training in reviewing REBs, a CTO Program Coordinator, and two experienced members from the research ethics community (e.g., REB Chair/Vice-Chair representative and REB Operations Expert).

The qualifications of the REB community representatives are as follows:

### REB Chair/Vice Chair Representative:

An REB Chair with at least two years of experience in serving as an REB\* member and at least one year serving as an REB Chair; OR

An REB Vice-Chair with at least two years of experience in serving as an REB\* member and at least one year serving as a Vice-Chair, and with experience in conducting the duties normally assigned to a Chair (chairing meetings, conducting delegated review, interacting with investigators).

### REB Operations Expert:

Experienced REB operations personnel (e.g., Director, Manager, Coordinator) with at least 3 years of experience working with an REB\* that reviews clinical research.

In addition, all members of the CTO REB Qualification Team will require Tri-Council Policy Statement (TCPS 2) training (e.g. CORE). Training in Good Clinical Practice (ICH-GCP E6) and Food and Drug Regulation (FDR) Part C Division 5 is an asset (at least one team member will have this training).

We expect that members of the College will serve a minimum 2 year term, and participate in up to a maximum of three REB reviews per year. Travel will be required and CTO will reimburse costs associated with travel and accommodation.

If you are interested in joining our College of Reviewers, please submit a cover letter specifying your experience and training related to research ethics review and clinical trials, along with your CV to [qualification@ctontario.ca](mailto:qualification@ctontario.ca).

We look forward to hearing from you!

*\*REB with oversight of clinical trials*

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Making Ontario a preferred location for Global Clinical Trials,  
while maintaining the highest ethical standards.