

SRERS Administration Royal Victoria Regional Health Centre

Reminder: Institutional Research Administration Requirements

The CTO Streamlined System provides a streamlined approach to research ethics review. Each participating site must ensure that all necessary institutional authorizations and contracts/agreements are in place prior to beginning the research.

Approvals must be obtained from Medical and Operational Directors (or others, as directed by Research Manager) of each impacted department prior to beginning the research.

All legal instruments must be submitted to the Research Office for review and distribution to the appropriate signing authorities prior to beginning the research.

CTO Stream

Collaborators:

The following collaborators must be given a role on all Provincial Initial Application (PIA) forms and Centre Initial Application (CIA) forms.

Email: mcleanje@rvh.on.ca

Role: Institutional Representative

Email: pietersend@rvh.on.ca

Role: Institutional Representative

Email: shelepv@rvh.on.ca

Role: Institutional Representative

This access is automatically granted when the Centre Initial Application is created. **When Royal Victoria Regional Health Centre is the Provincial Applicant site the research team should immediately create the CIA for Royal Victoria Regional Health Centre (right after creating the PIA).** This will ensure that access is automatically granted as required above, otherwise the research team will need to manually add these roles to the PIA prior to submission.

Institution Representative in application forms

The Primary Institution Representative must be indicated as follows in the applications within CTO Stream:

Title: Dr.
First Name: Jesse
Surname: McLean
Organization: Royal Victoria Regional Health Centre
Address: 201 Georgian Drive
Room 2218C (Health Library)
City: Barrie
Province/State: Ontario
Postcode/Zip: L4M 6M2
Telephone: 705-728-9090 x41350
Fax: 705-739-5693
Email: mcleanje@rvh.on.ca

The Secondary Institution Representative field should be left blank.