**Trillium Health Partners Research Ethics Board (REB)**

**Human Participant Research Determination Request Form**

| REB review and oversight is required for all human participants’ research. Project teams are encouraged to submit their proposed projects to the THP REB to obtain written confirmation of the determination by the REB concerning whether the project constitutes human participants research. In order to receive a determination, please complete and submit the following to THPREB@thp.ca:[ ]  Completed Human Participants Determination Request Form;[ ]  Existing project documentation (project proposal/charter, survey/questionnaire, data collection tools);[ ]  Completed ARECCI Ethics Screening Tool.The ARECCI Ethics Screening Tool can be accessed through the following link:<http://www.aihealthsolutions.ca/arecci/screening/336759/040b2b7a0679ea6fc84052e524c64d1f> Human Participants are defined as those individuals whose data, or responses to interventions, stimuli or questions by the researcher are relevant to answering the research question [TCPS2 2018]. |
| --- |

Date form submitted:

**Contact Information** (person completing this form):

| **Name:**       | **Institution:**       |
| --- | --- |
| **Email Address:**       |  |

**PROJECT LEAD Contact Information:**

| **Name:**      **Institution:**       |
| --- |
| **Email Address:**       |

**PROJECT DETAILS:**

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| 1. Project Title:
 |
| 1. Scope of the project (describe the goals and objectives of the project)?
 |
| 1. Which of the following best describes your project?

[ ]  We are assessing our current practice[ ]  We are implementing an initiative that has been proven elsewhere to be effective[ ]  We are evaluating something new and untested[ ]  We are seeking new knowledge about an experience/issue[ ]  We are measuring our compliance against a known standard[ ]  Other:       |

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| 1. What is the intent of the project?

 [ ]  Quality Assurance [ ]  Quality Improvement [ ]  Program Evaluation  |
| 1. [ ]  Educational Assessment [ ]  Research [ ]  Other
 |
| 1. Is the project actively underway or has it already been conducted (i.e., data is actively being collected or data has already been collected; data is being or has been analyzed)?

[ ]  Yes [ ]  No |
| 1. Is this project funded by a research grant? [ ]  Yes [ ]  No

If yes, please provide details:       |
| 1. Who is involved, and under whose auspices is this project being undertaken (i.e. project team, institution(s))?
 |
| 1. Does this project include the collection, use and/or disclosure of personal identifiable information?

[ ]  Yes [ ]  No |
| 1. Does it involve interaction with human participants?

[ ]  Yes [ ]  No |
| 1. Who are the intended participants in this project?
 |
| 1. Who are the findings applicable to (i.e. what group or groups of people is this project intended to impact or target)?
 |
| 1. What is the standard of care or standard practice for this population/group?
 |
| 1. Does this project introduce a change in standard of care or standard practice?

[ ]  Yes [ ]  No* 1. If so, what change(s) have been made to standard of care/standard practice for this project?
	2. If so is this change in standard of care or standard practice supported by existing evidence and/or standards of practice?

[ ]  Yes [ ]  No* 1. If so, please provide details:
 |
| 1. Does this project impose any additional risks or burdens[[1]](#footnote-1) on participants beyond what would be normally expected or normally experienced during the course of standard care, program participation or role expectations?

[ ]  Yes [ ]  NoIf yes, please provide details:       |

**ADDITIONAL COMMENTS/NOTES**

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I hereby certify that the information provided in this document is true and correct based on my knowledge and belief. If any significant changes are made to this project, I further acknowledge and agree to amend and resubmit the project for re-determination.

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|  |  |  |
|       Name of Project Lead | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature |       Date |

**IMPORTANT INFORMATION:**

The REB will not issue retroactive approval for activities that have occurred in the absence of REB approval that are subsequently determined to be human participant research.

If a determination is made that your project is not human participants’ research, the REB will issue a determination letter confirming this.

**Submission details:**

Please e-mail all electronic submissions to THPREB@thp.ca

1. risks and burdens are not limited to physical, they include psychological risks, confidentiality risks, significant time commitment, etc. [↑](#footnote-ref-1)