



# Research Ethics Board

## REB Guidance and Information Document

<b>SOP File #</b>	<b>REB.INFO.400</b>
<b>Title</b>	Categories of Review Levels by Application Type
<b>Effective Date</b>	March 2022
<b>Next Review</b>	2027

### 1) Purpose

This guidance will provide some clarity as to the level of review that may be required for each distinct Research Ethics Board (REB) application.

### 2) Definitions

- a) **Delegated review:** the level of Research Ethics Board (REB) review assigned to minimal risk research studies, to minor changes in approved research and to continuing review applications that meet the delegated review criteria. Delegated reviewers are selected from among the REB membership to conduct the review.
- b) **Expedited review:** the level of Research Ethics Board (REB) review assigned to some REB applications, modifications to approved research and to continuing review applications that meet the delegated review criteria. Expedited reviewers are normally selected from REB Chair, Vice-Chair and/or Research Ethics Coordinator. In some instances, reviewers may be persons external to the REB to conduct the review. Researchers should note that “expedited” does not always imply or guarantee “faster” review times.
- c) **Full Research Ethics Board (REB) review:** the level of Research Ethics Board (REB) review assigned to above minimal risk research studies. Conducted by the full membership of the REB, it is the default requirement for the ethics review of research involving human participants.
- d) Also see the MSVU **REB Glossary of Terms (REB.INFO.001)**

### 3) Notice to Researchers

The information in this document is for information and guidance purposes only. Each research study poses unique properties and/or situations that may require additional or different guidance than what is presented in this document. The information in this document is meant to provide general situational advice and does not constitute research ethics compliance in absolute form. If you have any questions, please contact [ethics@msvu.ca](mailto:ethics@msvu.ca).

#### 4) Guidance/Information/Procedures

Form #	Title	Category	Level of Review
<b>REB.FORM.001</b>	Standard Application	Full or Delegated	Full Committee or Delegated Review
<b>REB.FORM.002</b>	Modification	Expedited	Chair or Vice-Chair or Research Ethics Coordinator
<b>REB.FORM.003</b>	Renewal	Expedited	Research Ethics Coordinator
<b>REB.FORM.004</b>	Final Report	Expedited	Research Ethics Coordinator
<b>REB.FORM.005</b>	Secondary Use of Data	Expedited	Chair or Vice-Chair
<b>REB.FORM.006</b>	Student Sub-study of Faculty Research	Expedited	Chair or Vice-Chair
<b>REB.FORM.007</b>	Adverse Event	Expedited	Chair or Vice-Chair and Research Ethics Coordinator
<b>REB.FORM.008</b>	Unanticipated Event	Expedited	Chair or Vice-Chair and Research Ethics Coordinator
<b>REB.FORM.009</b>	Scholarly Review	Full or Delegated	Normally reviewed by MSVU Committee on Research and Publications
<b>REB.FORM.010</b>	Research Cleared by another Canadian University	Expedited	Chair or Vice Chair
<b>REB.FORM.011</b>	Release of Funds	Expedited	Grants Coordinator and Research Ethics Coordinator and Financial Services
<b>REB.FORM.013</b>	Responsible Conduct of Research Allegation	Full or Delegated	Associate Vice-President Research and Research Ethics Coordinator <ul style="list-style-type: none"> <li>• See MSVU Policy: CRP-2020-01</li> </ul>
<b>REB.FORM.014</b>	Change to Research Personnel	Expedited	Research Ethics Coordinator
<b>REB.FORM.015</b>	Privacy Breach	Expedited	Chair and Research Ethics Coordinator and MSVU FOIPOP Office
<b>REB.FORM.016</b>	Ethics Exemption Request	Expedited	Chair and Research Ethics Coordinator
<b>REB.FORM.017</b>	Privacy Impact Assessment	Expedited	Chair and Research Ethics Coordinator and MSVU FOIPOP Office

<b>REB.FORM.018</b>	Supplementary Research Form COVID	Full or Delegated	Chair and Research Ethics Coordinator and MSVU Lab Access Committee
<b>REB.FORM.019</b>	COVID-19 Risk Assessment	Expedited	Research Ethics Coordinator
<b>REB.FORM.020</b>	Course-based Research	Expedited	Chair or Vice Chair
<b>REB.FORM.021</b>	Amendment to Principal Investigator (faculty)	Expedited	Chair and Associate Vice-President Research

5) Acknowledgements

n/a

6) Modification History

INFO Number & Version	Key Changes	Effective Date
REB.INFO.400	Original version	March 2022

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