



# Research Ethics Board

## Standard Operating Procedure

<b>SOP File #</b>	<b>REB.SOP.102</b>
<b>Title</b>	Research Requiring REB Review
<b>Effective Date</b>	July 1, 2021
<b>Next Review</b>	2026
<b>Next Administrative Review</b>	2023

### 1. Purpose

The purpose of this standard operating procedure (SOP) is to describe research activities that require Research Ethics Board (REB) review, those that are exempt from review, and activities that are not defined as research requiring review.

### 2. Definitions

See the MSVU **REB Glossary of Terms (REB.INFO.001)**

### 3. Scope

This SOP pertains to REBs that review human participant research in compliance with applicable policies and guidelines.

### 4. Responsibilities

Researchers, REB members and REB Office Personnel are responsible for ensuring that the requirements of this SOP are met.

### 5. Procedures and/or Specific Policies

All research involving human participants must be reviewed and approved by an REB prior to commencement of activities. No recruitment of or interaction with human participants in research may begin until an REB has reviewed and approved the ethics application and respective documents.

#### 5.1. Research that Requires REB Review

- 5.1.1. The following requires ethics review and approval by an REB before the research commences:
- 5.1.2. Research involving living human participants,
- 5.1.3. Research involving human biological materials, as well as human embryos, fetuses, fetal tissue, reproductive materials, and stem cells. This applies to materials derived from living and deceased individuals.

## 5.2. Research Exempt from REB Review

- 5.2.1. Research that relies exclusively on publicly available information does not require REB review when:
  - 5.2.1.1. The information is legally accessible to the public and appropriately protected by law,
  - 5.2.1.2. The information is publicly accessible and there is no reasonable expectation of privacy;
- 5.2.2. REB review is not required for research involving the observation of people in public places where:
  - 5.2.2.1. It does not involve any intervention staged by the researcher, or direct interaction with the individuals or groups,
  - 5.2.2.2. Individuals or groups targeted for observation have no reasonable expectation of privacy, and
  - 5.2.2.3. Any dissemination of research results does not allow identification of specific individuals;
- 5.2.3. REB review is not required for research that relies exclusively on secondary use of anonymous information, or anonymous human biological materials, so long as the process of data linkage or recording or dissemination of results does not generate identifiable information;
- 5.2.4. The opinion of the REB should be sought whenever there is any doubt about the applicability of the guidelines and regulations.

## 5.3. Activities Not Requiring REB Review

- 5.3.1. Activities outside the scope of research requiring REB review may still raise ethical issues that would benefit from careful consideration by an individual or a body capable of providing some independent guidance, other than an REB;
- 5.3.2. Quality assurance and quality improvement studies, program evaluation activities, performance reviews, or testing within normal educational requirements when used exclusively for assessment, management, or improvement purposes, do not constitute research for the purposes of this SOP, and do not fall within the scope of REB review;
- 5.3.3. Creative practice activities, in and of themselves, do not require REB review. However, research that employs creative practice to obtain responses from participants that will be analyzed to answer a research question is subject to REB review.

## 6. References

See References listed (if applicable)

## 7. Acknowledgements

The development of this document has benefited directly from similar documents made public by the Tri-Council, as well as several Canadian universities. In some instances, specific

formulations drawn from these sources have been incorporated into this document. Specific iterations were drawn from the following:

- Standard Operating Procedures for Observational Health and Non-Clinical Trial Research Ethics Boards - [N2/CAREB-ACCER REB SOPs – Canadian Association of Research Ethics Boards](#) (retrieved June 2021)
- N2/CAREB-ACCER REB SOPs - N2 Network of Networks - [Resources - N2 Canada](#) (retrieved May 2021)

## 8. SOP History

SOP Number	Key Changes	Effective Date
REB.SOP.102	New SOP # - Implementation of new SOP outlining research that requires review.	July 1, 2021
REB.SOP.105	Former SOP (2012)	Retired July 1, 2021

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