

Section 100:	General Administration
Title:	HSREB Training and Education
SOP Code:	103.002
Effective Date:	2020DEC14

Signature: _____ Date: _____

Signature	Responsible	Authority
Manager Compliance	Et hi cs	, Resear Dat e
Name: Jenni fer		
Appr oval Aut		
Chair HSREB		, Dat e
Name: Dr Al b er		
Appr oval Aut		
Director Compliance		ect Dat e or
Name: Dr Andr		

1.0 PURPOSE

This SOP describes the process for the HSREB Office Personnel and HSREB Researcher. The purpose of this SOP is to ensure that all personnel involved in the HSREB process are aware of their responsibilities and the procedures to be followed.

2.0 SCOPE

This SOP applies to all personnel involved in the HSREB process, including the HSREB Office Personnel, HSREB Researchers, and HSREB Reviewers. It covers the entire process from the initial request for review to the final decision and reporting.

3.0 RESPONSIBILITIES

All HSREB Reviewers, HSREB Office Personnel, and HSREB Researchers are responsible for ensuring that the process is followed correctly and that all necessary documentation is provided.

4.0 DEFINITIONS

- Other specific information for Confidential Agreement and Conflict of Interest Disclosure for Member Appointee

5.2.4 New HSREB Office Per
 t on t ut he l Council Policy Ses
 Et hical Conduct TPCS 2) Cour
 on Resear and ar
 addi t i onal and ongoi ng r
 ethi csand i n t he conduct of r

5.2.5 HSREB Office Per
 and educat i onal es onsp
 pr CAREB r ffi ce will appor
 act i v t i est o t
 r Confer spons
 pr act
 Locat i on);

5.2.6 New or
 HSREB Office Per

5.2.7 HSREB Office Per -di r
 Lear ni

5.3 Training and Education – Researchers

5.3.1 All pr rerb er -r
 dut i es i ncludi ng t ar hos who have acc
 t t o compl et he onl i ne t e -Council
 Pol i cy St at erant : E
 (TCPS 2) Cour
 t cult o all fa y, l i b-doct or
 r , s aff a
 applic ant s The Offi ce of Resear
 Good Cl i ni cal Pr
 Tut or
 t ut or
 ot her
 however t h
 Compliance. Pr
 t he et hi csapplicat

5.3.2 All affi li at -b and r ed hopi t al
 igni fi cant -r s udy t r
 Good Cl i ni cal Pr
 pol i ci es(Ki ng's on Heal t h Sci ences
 Car i n l i eu of CORE t r e C

- 5.3.3 Publications to be included with all products of significant study
- 5.3.4 Research ongoing research of
- 5.4 Documentation of Ethics Training for HSREB Members and HSREB Office Personnel
- 5.4.1 The Office of Research Compliance The ODR (5) (S) - R (p) E

