



IMPORTANT NOTICE

Date: January 17, 2007

To: Researchers and research staff who submit applications to the BCCA Research Ethics Board

From: Joseph Connors, M.D., Chair, UBC BCCA Research Ethics Board

1. BCCA REB office moved to Fairmont Medical Building

The BCCA REB office has moved, please note the new address and new phone numbers below.

This is also posted on our BCCA REB "Contacts" webpage <http://www.bccancer.bc.ca/RES/REB/Contacts.htm>

UBC BCCA Research Ethics Board
Fairmont Medical Building (6th Floor)
614 - 750 West Broadway
Vancouver, BC
V5Z 1H5

Email: reb@bccancer.bc.ca

Bonnie Shields, REB Manager (604) 877-6284 (no change)
Melody Neudorf, REB Coordinator (604) 877-6223 (new phone number)
Sara Blaney, REB Clerk (604) 877-6283 (no change)

2. RISe Downtime and RISe "timing out"

Although the RISe system is now implemented at all UBC REB's there is still work to be done to improve the system. Some of you may have experienced loss of information by RISe timing out, or noticed that RISe has been running quite slowly. RISe is programmed to "time-out" approximately one hour from the last time you "save" your work (although it may occur more frequently). We recommend that you "save" your work frequently, or draft your work in Word and cut and paste into RISe. These issues affect all users including the REB. The RISe programmers are working diligently to correct these problems and improve the system. In order to do this there will be periodic RISe system outages (downtime) and every effort is being made to minimize these as much as possible.

Planned outages (dates and times) will be posted by the RISe programmers on the RISe Welcome page to provide as much advance notice to users as possible.

During January and February in particular, updates to the RISe system will be installed and you may experience RISe running even more slowly on a daily basis until this is completed. It is also necessary to shut the system down for a few extended periods.

Downtimes are planned for the following two weekends:

Friday January 26th, 6:00pm to Sunday January 28th 10:00am
Friday February 2nd, 6:00pm to Monday February 5th, 7:00 a.m.

On behalf of the RISe programmers we apologize for any inconvenience and thank you for your patience.

3. QUESTIONS

Please contact Bonnie Shields, Manager, UBC BCCA REB at reb@bccancer.bc.ca (604-877-6284) or myself at jconnors@bccancer.bc.ca 604-877-6000 x 2746.

Thank you for your attention,
Joseph M Connors, MD
Chair, UBC BCCA REB