



IMPORTANT NOTICE

Date: June 30, 2009

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

From: George Browman, M.D., Chair, UBC BCCA Research Ethics Board

1. **Dr. Joseph Connors Stepping Down from the UBC BCCA REB effective June 30, 2009**

Dr. Connors is the founder of the UBC BCCA Research Ethics Board and served as the first Chair of the Board when it was implemented in May 2003. Dr. Connors remained Chair of the Board until March 1, 2007 when he relinquished the role of Chair to Dr. George Browman, and continued serving on the Board as Vice-Chair. Dr. Connors has also fulfilled the role of 'ethicist' for the Board when needed to meet quorum requirements as per regulations of Health Canada and the Tri-Council Policy Statement that governs Research Ethics Boards.

Dr. Connors' commitment and dedication to the success of the REB over the past six years has been surpassed only by his exemplary mentorship to the REB members and staff. He has devoted much of his personal time to enable the Board to function during challenging times when workload exceeded resources. He is a strong advocate for simplicity and ensured that regulatory requirements were met while applying a pragmatic approach to compliance. This has been particularly notable in streamlining the process for reporting Serious Adverse Events. Dr. Connors has generously shared his historical knowledge with those who will resume responsibility in his absence.

Dr. Connors will continue to be a liaison between the REB and the research community while he pursues his academic and clinical appointment with the BCCA in Systemic Therapy. The REB members, REB administrative staff, and the BC Cancer Agency, are grateful to Dr. Connors for providing a strong foundation from which the REB will continue to grow and evolve.

We thank Dr. Connors for all that he has accomplished during his terms as Chair and Vice-Chair of the Board. His presence on the REB will be missed and we wish him continued success in the future.

2. **Digital Signatures Will No Longer Appear On REB Certificates of Approval**

Effective July 1st, the BCCA REB certificates of Approval issued in RISe will no longer include the digital (picture) images of the signatures of the Chair and Vice-Chairs. The removal of the signatures is due to security reasons because certificates are downloaded from the system by users and circulated externally as necessary to sponsors and other regulatory or monitoring bodies.

3. **Characteristics of a Research Project Requiring REB Review**

The REB has updated information on its FAQ (frequently asked questions) webpage that may help researchers when determining what category their project falls into (research requiring ethics approval or quality assurance which does not require ethics review) and what are the characteristics of project that the REB will look for when reviewing *any* project submitted for review/approval. (See FAQ: [What is research and when does research require REB approval?](#))

4. **US Affiliated Studies**

This is a reminder that for studies that are US affiliated the principal investigator is responsible for ensuring compliance with United States regulations. The REB Certificate of Approval will only be issued upon approval of the project and completion of applicable administrative requirements. (See REB requirements for US affiliated studies on our webpage <http://www.bccancer.bc.ca/RES/REB/NewAppl.htm#us> or click on [REB Requirements for US Affiliated Studies](#))

5. **REB Review Fee (\$3,000) Canadian dollars**
The REB Review Fee of \$3,000 should be paid in Canadian dollars, either by cheque or money order and be mailed directly to the REB office (noted above) with a copy of the invoice. (See Ethical Review Fee <http://www.bccancer.bc.ca/RES/REB/Fee.htm>)

6. **Contacting the BCCA REB**
Please use our generic REB email address: reb@bccancer.bc.ca quoting your REB number (i.e., H0x-xxxxx) Contacts: <http://www.bccancer.bc.ca/RES/REB/Contacts.htm>

7. **QUESTIONS**
If you have questions or concerns about this notice, please contact Bonnie Shields, Manager, UBC BCCA REB e-mail: reb@bccancer.bc.ca or phone (604-877-6284)

Thank you for your attention,
George Browman, MD
Chair, UBC BCCA REB