RESEARCH ETHICS & COMPLIANCE OFFICE 2024 - 2025 PRIORITIES PLAN



The Research Ethics & Compliance Office oversees the ethical conduct and decision-making in clinical and health research projects that use human participants, materials, and information. Together with the Clinical and Health Research Ethics Boards (REBs), Operational Review, and Research Compliance, we aim to build capacity in ethics, integrity, and quality through educating, advising, policy and guidance development, and administration. Since March 1, 2020, the office and REBs have reviewed almost 3500 research study events and activities.

Our office is based in the territories of the lakwayan speaking Coast Salish Peoples and the SENĆOŦEN speaking WSÁNEĆ People. Our work impacts research conducted across Island Health, as well as many Indigenous communities, Nations, and Peoples. We are committed in our work to enacting the B.C. Declaration on the Rights of Indigenous Peoples with cultural safety and humility.

Alignment



→ Assignment

I. Reporting

Create and follow a continuous improvement model for internal audits and data cleaning using a schedule

Publish a searchable list of active studies on the Research Ethics & Compliance Office website

Connect with senior leadership by providing and presenting reports

III. Training

Identify training requirements, including Standard Operating Procedures, for each Research Ethics & Compliance Office job role while allowing for adjustments and additions

Create and maintain a list of training and education opportunities

V. Education

Offer Research Ethics & Compliance Lunch and Learn events

Map out how to find funding for Research Ethics & Compliance Office education opportunities

Host our annual Research Ethics Board Education Day event for Research Ethics Board members and researchers

II. Communication

Formalize standard language for Research Ethics Board review

Develop key messages about who we are and what we do, in order to promote and highlight our work and projects

Elevate Research Ethics & Compliance Office work through publicly sharing news and events

Increase communication with research facilitators and navigators to clarify roles and connection points

IV. Policies and Procedures

Develop a new index of Research
Department Standard Operating
Procedures in alignment with the Island
Health Document Management System

Review and edit Post Approval Activity forms; publish these to ROMEO

Increase guidance and training for Research Ethics Board members

+ Continuing Commitments

Support staff wellbeing

Document our processes

Promote recognition

Increase connection

Build on existing provincial partnerships

Navigate a changing provincial research

ethics landscape