

Royal Roads University Student & Island Health Employee Form

The purpose of this form is to set up an early consultation with the Island Health Research Ethics & Compliance Office (RECO) for Island Health employees who are also Royal Roads University students.

Early consultation will assist students better prepare for their student project requirements, streamline the harmonized REB process between the two institutions, and prevents administrative delays.

Please fill out the following information to the best of your ability and submit all forms to **ResearchEthics@islandhealth.ca** and **EthicalReview@royalroads.ca**.

Student's Full Printed Name

Student's Island Health Job title/Department

Student's Island Health Email Address

Student's RRU Email Address

Student's Phone Number

RRU Program & Department

RRU Supervisor's Full Printed Name

RRU Supervisor's Email Address

RRU Supervisor's Phone Number

Type of Project (thesis, capstone leadership, other)	
Focus, if applicable (first person, organizational, other)	
Program Enrollment Start Date	
Anticipated Project Start Date	
Anticipated Project Completion Date	
Have you completed the TCPS2 (2022) CORE Tutorial? This is for all researchers conducting research at Island Health. Yes No	a requirement
Have you began an application for operational approval or conta ResearchOperations@islandhealth.ca? Yes No	acted
Have you read the Island Health Royal Roads University Stude Yes No	ent Guide?
Student Signature	Date (dd-mmm-yyyy)
RRU Supervisor Signature	Date (dd-mmm-yyyy)

Once completed, please send this form to the both of the following email addresses: Island Health: **ResearchEthics@islandhealth.ca** Royal Roads: **EthicalReview@royalroads.ca**