

**REVIEW ETHICS BOARD:**

ANNUAL REB RENEWAL

NOTE: To avoid delays, suspicion of REB clearance, etc. apply for REB renewal at least 14 days prior to deadline, i.e., end of REB approval period.

Projects that have received a a total of four annual renewals, i.e., have continued for five years past the original REB clearance, are required to submit a NEW REB submission.

**NOTE:** When completing form**,** if question is **NOT APPLICABLE** enter ‘**N/A’** into appropriate field.

**SECTION A: STUDY TITLE, CONTACT INFO FOR RESEARCHER(S), ETC.**

**A1. Title of Research PROJECT:**

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| REB File No.: | REB Approval Date: |

**A2. Principal Investigator:**

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| Title: | Name: | | |
| Department: | | | Institution/Organization: |
| Mailing address (if NOT AU): | | | |
| Phone: | | Institutional E-mail: | |

**A3. Co-Investigator, Faculty Supervisor, Faculty Sponsor (Visiting Researcher):**

NOT APPLICABLE

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| --- | --- | --- | --- |
| Title: | Name: | | |
| Department: | | | Institution/Organization: |
| Mailing address (if NOT AU): | | | |
| Phone: | | Institutional E-mail: | |

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| Title: | Name: | | |
| Department: | | | Institution/Organization: |
| Mailing address (if NOT AU): | | | |
| Phone: | | Institutional E-mail: | |

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| Title: | Name: | | |
| Department: | | | Institution/Organization: |
| Mailing address (if NOT AU): | | | |
| Phone: | | Institutional E-mail: | |

**Alternate Contact(S)**: (e.g., Research Coordinator)  NOT APPLICABLE

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| --- | --- | --- | --- |
| Title: | Name: | | |
| Department: | | | Institution/Organization: |
| Mailing address (if NOT AU): | | | |
| Phone: | | Institutional E-mail: | |

**SECTION B: PROJECT STATUS, SUMMARY, CHANGES, ETC.**

**B1.** What is the current status, of the study?

Research participants/informants **ARE** currently being recruited OR participating.

Provide (estimated) start and end dates:

Research participants/informants **WILL BE** recruited.

Provide (estimated) start and end dates:

Research participants/informant involvement has been completed

Research is **ON HOLD** - Describe circumstances:

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Final Analysis in progress

This study involves secondary data analysis only

**B2. STUDY SUMMARY & PROGRESS**

Provide a brief summary of study progress over past 12 months (100-200 words):

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B3. RESEARCH PROTOCOLS

**Will** there be any changes to the study protocols, consent process, documentation, data collection etc. since the most recent approval?  NO  YES

(\***IF YES**, file a **REB Approval Amendment** form. REVISED protocols **MAY NOT** be implemented until REB approval. \* This does **NOT** apply to previously approved amendments.)

**B4.** Have there been any changes in those research personnel who interact with participants/informants and/or have access to their data?  NO  YES

If **Yes**, please list new personnel and position.

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**B5.** How many research participants/informants have completed the study?

**B6**. How many are currently participating?

**B7.** How many have withdrawn? (if applicable)

Describe the general circumstances for any withdrawals.

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**B8.** How many participants/informants are still to be recruited?

**B9.** Describe any issues or concerns encountered with recruitment, data management, etc.

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**B10.** Subsequent, to original REB clearance, have any ethical concerns (minor or major) arisen?

NO  YES

**IF YES,** describe concerns in detail, use additional page(s) if necessary:

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**B11.** Have there been any adverse or unanticipated events?  NO  YES

**IF YES,** submit an **Adverse/Unanticipated Event Report** form**.**

**B12.** Since the last REB clearance, have there been ANY changes to the risk assessment AND/OR potential benefits  NO  YES

**IF YES,** describe.

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B13. Since the last REB clearance, describe (IF ANY) changes to procedures for ensuring the CONFIDENTIALITY/ANONYMITY of participants/informants, data safeguards, storage, etc.

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Section C: SIGNATURES

I CERTIFY, that the information provided in this form is complete and correct.

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| PRINCIPAL INVESTIGATOR: | Date: |
| PRINCIPAL INVESTIGATOR: | Date: |

|  |  |
| --- | --- |
| CO-INVESTIGATOR: | Date: |
| CO-INVESTIGATOR: | Date: |
| FACULTY SUPERVISOR: | Date: |
| FACULTY SPONSOR: | Date: |

**(\* IF** principal investigator is a **STUDENT,** their academic advisor **MUST** sign, indicating their reviewed of the submission.)

|  |  |
| --- | --- |
| ACADEMIC ADVISOR: | Date: |
| ACADEMIC ADVISOR: | Date: |

\*\* Email copy of this submission including relevant appendices to**:** [**ethicsoffice@algomau.ca**](mailto:ethicsoffice@algomau.ca)**.**

SECTION D: REB RENEWAL DECISION

RENEWAL IS APPROVED

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| --- | --- |
| NAME: | SIGNATURE: |
| DATE: | PROJECT RENEWED UNTIL: |

RENEWAL NOT APPROVED

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| --- | --- |
| NAME: | SIGNATURE: |
| DATE: |
| RATIONALE FOR NON-RENEWAL, (e.g., concerns, issues, etc.) : | |

CONCERNS ADDRESSED - RENEWAL NOW APPROVED

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| --- | --- |
| NAME: | SIGNATURE: |
| DATE: | PROJECT RENEWED UNTIL: |