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| **SECTION 1 PROJECT DETAILS** | |
| 1.1. | Project Title |
| Click or tap here to enter text. | |

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| 1.2a. | Anticipated Project dates | Start Date | | Click or tap to enter a date. |
| End Date | | Click or tap to enter a date. |
| 1.2b. | Indicate if there is a specific deadline (e.g., release of funds, approval of thesis projects) by which RERC approval is required. | Pending deadline | | Click or tap to enter a date. |
| 1.2c. | Please check the appropriate box. |  | New Ethics Application | |
|  | Application for Revisions to an Approved Protocol | |

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| 1.3. | Principal Investigator (PI) (PI must be a faculty, staff, or student at King’s). | |
| 1.3a. | Name | Click or tap here to enter text. |
| 1.3b. | Rank | Click or tap here to enter text. |
| 1.3c. | Department/School | Click or tap here to enter text. |
| 1.3d. | Email | Click or tap here to enter text. |
| 1.3e. | Telephone | Click or tap here to enter text. |

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| 1.4a. | Is this project funded by an internal grant or an external grant? | | Yes |  |
| No |  |
| If YES, please provide the following information (Write N/A for items that do not apply to your project). | | | | |
| 1.4b. | External Grant ID (check your notice of award) | Click or tap here to enter text. | | |
| 1.4c. | King’s Internal Grant ID  (check your Approval Letter) | Click or tap here to enter text. | | |
| 1.4d. | SIG – Explore and Exchange Grant ID  (check your notice of award) | Click or tap here to enter text. | | |
| 1.4e. | KREA – Scholar Grants or Chairs: provide the title of the approved project. | | | |
| Click or tap here to enter text. | | | | |

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| 1.5. | Is this a student research project? | | Yes |  |
| No |  |
| If YES, provide the following information: | | | | |
| 1.5a. | Course ID | Click or tap here to enter text. | | |
| 1.5b. | Academic Supervisor’s name | Click or tap here to enter text. | | |
| 1.5c. | Rank | Click or tap here to enter text. | | |
| 1.5d. | Email | Click or tap here to enter text. | | |

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| 1.6. | By checking the signature checkbox, the Principal Investigator attests that: | | | | |
| 1. All co-investigators have reviewed the protocol contents and agree with the protocol as submitted. 2. All investigators acknowledge that they must comply with the *Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans – TCPS 2 (2022)* and the *King’s Guidelines on Non-Medical Research Involving Human Subjects* and agree to abide by the guidelines therein. 3. The investigator(s) will adhere to this protocol and Consent Form as approved by the RERC. 4. The Principal Investigator will notify the RERC of any changes or adverse events/experiences in a timely manner (see form Notification of Revisions to an Approved Protocol). 5. The study, if funded by an external sponsor, will not start until the appropriate university, hospital, or research institute official has approved the contract/agreement. 6. The Investigator(s) will notify the RERC of any reportable events (e.g., deviations from the approved protocols, privacy breaches, suspension or termination of approval by a collaborating REB, audit or inspection findings, and research participants complaints) immediately. | | | | | |
|  | Signature | | Date: Click or tap to enter a date. | | |
| 1.7. | List all co-investigators and collaborators.  Include research personnel only if they have a significant role in the conduct of the study. | | | | |
| **Name** | | **Designation** | | **Role** | **Signature** |
| Click or tap here to enter text. | | Click or tap here to enter text. | | Choose an item. |  |
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| 1.7a. | Is this a multi-jurisdictional study? | YES |  |
| NO |  |
| 1.7b. | If YES, who is the Principal Investigator for the entire study? Provide name and contact information. | | |
| Click or tap here to enter text. | | | |
| 1.7c. | Has this study been approved by the Research Ethics Board of a collaborating institution? | YES |  |
| NO |  |
| If selected Yes, attach the approval letter and related documentation. If selected No, proceed to the next question. | | | |

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| **SECTION 2 INDIGENOUS RESEARCH** | | | | |
| 2.1. | Does any of the following statements apply to your research project? Select all that apply  (See TCPS 2 2022 [Chapter 9](https://ethics.gc.ca/eng/tcps2-eptc2_2022_chapter9-chapitre9.html), [Article 9.1](https://ethics.gc.ca/eng/tcps2-eptc2_2022_chapter9-chapitre9.html#1)). | | | |
| 2.1a. | Does recruitment criteria include Indigenous Identity as a significant factor? | | YES |  |
| NO |  |
| 2.1b. | Will this research seek input from participants regarding Indigenous communities’ cultures, artefacts, traditional knowledge, or unique characteristics? | | YES |  |
| NO |  |
| 2.1c. | Is Indigenous identity or membership in an Indigenous community a factor in data analysis (e.g., sub-group analysis)? | | YES |  |
| NO |  |
| 2.1d. | Will interpretation of the research findings refer to Indigenous communities, peoples, languages, histories or cultures? | | YES |  |
| NO |  |
| If selected YES to any of the above, answer the following questions. If selected NO, move on to next section. | | | | |
| 2.2 | [**Community Engagement**](https://ethics.gc.ca/eng/tcps2-eptc2_2022_chapter9-chapitre9.html#a)**:** *TCPS 2* [*Article 9.10*](https://ethics.gc.ca/eng/tcps2-eptc2_2022_chapter9-chapitre9.html#10) *states that researchers must inform their REBs about how they have engaged or plan to engage the relevant community(ies) when conducting research involving First Nations, Inuit, or Métis participants.*  Explain briefly how the research project plans to engage with Indigenous community leaders, and if applicable, specify the individuals or groups consulted for this research project. | | | |
| Click or tap here to enter text. | | | | |
| 2.3 | **Research Agreements with Communities**: [*Article 9.11*](https://ethics.gc.ca/eng/tcps2-eptc2_2022_chapter9-chapitre9.html#11) *of TCPS2 requires that the terms and conditions be documented in a research agreement between the community and researcher before participant recruitment if the community has formally engaged with a researcher or research team.*  Attach and describe any agreements or protocols that have been made with the participating Indigenous communities. | | | |
| Click or tap here to enter text. | | | | |
| 2.4. | **Benefits to the Community**: Describe how this research is relevant to community priorities/needs, how the Indigenous communities will contribute to the research project, and how research findings will be shared with the participating Indigenous community. | | | |
| Click or tap here to enter text. | | | | |
| 2.5. | | **Data Management and Stewardship**: Describe which principles of data stewardship and management will be implemented (e.g., [CARE](https://www.gida-global.org/care) principles, [First Nations Principles of OCAP,](https://fnigc.ca/ocap-training/take-the-course/) etc.,) and how? | | |
| Click or tap here to enter text. | | | | |

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| **SECTION 3 PROJECT DESCRIPTION** | |
| Complete each section under the appropriate heading. Be succinct and adhere to the page limitations.  DO NOT DIRECT THE COMMITTEE TO ‘SEE ATTACHED’.  DO NOT USE TEXT COPIED FROM FUNDING APPLICATIONS OR STUDY PROTOCOLS UNLESS IT PROVIDES A SUCCINCT SUMMARY OF THE METHODOLOGY APPROPRIATE FOR ETHICAL REVIEW AND DEALS WITH ETHICAL ISSUES.  Your protocol will be RETURNED UNREVIEWED if the Project Details information is incomplete, illegible, or improperly filled out. | |
| 3.1. | Overview: Describe briefly (1-2 sentences) the proposed research, the population, intervention, and outcome.  E.g., Children 5 to 8 years of age will view a video about animal mothers and their babies then be asked if they think there are any similarities between an animal mother’s behaviour and a human mother’s behaviour. The research will take place in the children’s classroom. |
| Click or tap here to enter text. | |

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| 3.2. | Objectives and Hypotheses: Provide a clear statement of the purpose and objectives of the project. (~200 words) |
| Click or tap here to enter text. | |

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| 3.3. | Brief Overview of Methodology: Describe the study design and what participants will be asked to do at each stage of the research. Use flow charts or diagrams if needed (~800 words). |
| Click or tap here to enter text. | |

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| **SECTION 4 RESEARCH PARTICIPANTS** | | |
| 4.1. | Number of anticipated and/or targeted participants in entire study |  |
| Click or tap here to enter text. | | |

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| 4.2. | | The study will involve these potentially vulnerable groups: (check all that apply) | √ |
| Participants with diminished capacity for self-determination or unconscious participants | | |  |
| Young people (under 18) | | |  |
| Institutionalized persons (e.g. prison, extended care facility) | | |  |
| Participants with possible language barriers (e.g. illiterate, non-English speaking, dysphasic) | | |  |
| King’s /UWO Psychology Pool | | |  |
| Employees or students of King’s/ UWO or the institution where the study is being carried out | | |  |
| Patients | | |  |
| Pregnant women | | |  |
| Participants recruited in emergency, crisis, or life-threatening situations | | |  |
| Senior Adults | | |  |
| 4.3. | Describe briefly how the selection of these participants (individuals, groups, communities) adheres to the principles of fairness and equity in research participation. (See TCPS 2 – [Chapter 4](https://ethics.gc.ca/eng/tcps2-eptc2_2022_chapter4-chapitre4.html#a)). | | |
| Click or tap here to enter text. | | | |

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| **SECTION 5 PARTICIPANT RECRUITMENT** | |
| 5.1. | Describe the method of recruiting participants. |
| Click or tap here to enter text. | |

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| 5.2. | Identify who will be contacting them. |
| Click or tap here to enter text. | |

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| 5.3. | Describe how the participants will be contacted (e.g., email, poster, etc.). |
| Click or tap here to enter text. | |

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| 5.4. | Indicate at which site(s) the research will be conducted. |
| Click or tap here to enter text. | |

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| 5.5. | Will announcements or advertisements be used? If yes, append copies of promotional materials (e.g., flyers, social media posts, emails).  Review King’s [Poster Policy](https://www.kings.uwo.ca/about-kings/media-and-communications/poster-policies/) before posting promotional materials. | YES |  |
| NO |  |

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| SECTION 6 DECEPTION OR PARTIAL DISCLOSURE TO BE USED IN THE STUDY |
| This section refers to instances of deliberate deception or the withholding of key information that may influence a participant’s performance or responses. |

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| 6.1a. | Do any of the procedures in this study include the use of this type of deception or partial disclosure of information to participants? | YES |  |
| NO |  |
| 6.1b. | If YES, provide a rationale for the planned deception or partial disclosure. | | |
| Click or tap here to enter text. | | | |
| 6.1c. | For study which involves deception or partial disclosure, please describe the procedures for debriefing the participants. | | |
| Click or tap here to enter text. | | | |

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| **SECTION 7 RISKS, BENEFITS & PROTECTIONS** | | | |
| 7.1a. | **Risks & Discomforts:** Discuss the overall potential risks of the proposed research, and specify all potential and particular risks and discomforts associated with each aspect of the protocol. The risks and stressors may include, but are not limited to physical, psychological, emotional, social, and economic risks. | | |
| Click or tap here to enter text. | | | |
| 7.1b. | Will the study be likely to induce high levels of stress, fear, and anxiety in some or all participants or require them to discuss painful memories of not just past but current events? | YES |  |
| NO |  |
| Click or tap here to enter text. | | | |
| 7.1c. | Provide a list of resources that will be made available to participants (if any discomfort, include contact information (email, phone number). | | |
| Click or tap here to enter text. | | | |

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| 7.2. | **Benefits:** Briefly discuss benefits to the research participants, to groups or to society at large or the population being studied (in cases where the study involves risk, provide more detail). Please note that monetary compensation is not considered a benefit. |
| Click or tap here to enter text. | |

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| **SECTION 8 COMPENSATION AND COSTS** | | | |
| 8.1a. | Will the participants be compensated? | YES |  |
| NO |  |
| 8.1b. | If YES, provide details. Specify the amount, what the compensation is for, and how payment will be determined for participants who do not complete the study. | | |
| Click or tap here to enter text. | | | |

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| 8.1c. | If selected NO, provide a brief explanation (e.g., lack of resources, inappropriateness in the research area, etc.) |
| Click or tap here to enter text. | |

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| 8.2. | Will the participants be reimbursed for their time and expenses? | YES |  |
| NO |  |
| 8.2a. | If YES, provide details. Specify the amount, what the reimbursement is for, and how reimbursement will be determined for participants who do not complete the study. | | |
| Click or tap here to enter text. | | | |

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| **SECTION 9 CONFIDENTIALITY & PROTECTION OF PRIVACY** | |
| 9.1. | Describe the procedures to be used to ensure anonymity or confidentiality of participants and for preserving the confidentiality of data both during the research and in the release of the findings. |
| Click or tap here to enter text. | |

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| 9.2. | | Describe the procedures for securing and storing consent forms, research instruments, audio-visual records, questionnaires etc. Indicate if the material will be retained indefinitely or the length of time the material will be retained and describe the method of disposal if it is to be destroyed. |
| Click or tap here to enter text. | | |
| 9.2b. | If the anonymized data will be deposited in an institutional repository, briefly describe where it will be stored and, if applicable, how it will be made available to other researchers. | |
| Click or tap here to enter text. | | |

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| 9.3a. | Identify all relevant parties other than the research team you know will have access to confidential data collected for this study and provide details regarding the storage of data. |
| Click or tap here to enter text. | |
| 9.3b. | If data will be worked on in different sites, please discuss storage and confidentiality measures. |
| Click or tap here to enter text. | |

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| **SECTION 10 INFORMED CONSENT** |
| **Disclaimer: The RERC does not assess the legal validity of the consent form nor does it provide any other legal advice.** |

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| 10.1. | Provide your information sheet and consent form (attachment) and describe the process for obtaining consent. If written consent cannot be obtained, please provide a justification (See TCPS, [Article 3.2](https://ethics.gc.ca/eng/tcps2-eptc2_2022_chapter3-chapitre3.html#2) for preparing consents.) |
| Click or tap here to enter text. | |

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| **SECTION 11 EXPLANATION OF FILES** | |
| 11.1. | For all files or attachments other than the ethics protocol submission, please list the file name and an explanation of the document content. |
| Click or tap here to enter text. | |