

SRERS Administration

Michael Garron Hospital – Toronto East Health Network

Scope

At this time, Michael Garron Hospital (MGH) is electing to use SRERS for the following studies:

- Multi-centre clinical trials employing an adaptive or platform design
- Studies using the Ontario Cancer Research Ethics Board (OCREB) as the REB of Record

Requests for ethics review via CTO will be considered on a case-by-case basis as per MGH's Clinical Trials Ontario Research Submission Policy. Prior to filling out a new CTO Study application, MGH investigators are required to submit a letter of justification to ResearchEthicsBoard@tehn.ca.

Reminder: Institutional Research Administration Requirements

The CTO Streamlined System provides a streamlined approach to research ethics review. Each participating site must ensure that all necessary institutional authorizations and contracts/agreements are in place prior to beginning the research.

The MGH Institutional Representative will approve a Study-Wide or Participating Site CTO REB Application once the following conditions have been met by the site Principal Investigator:

- Completion of mandatory institutional training for the ethical conduct of research.
- Submission of the applicable research agreements (e.g. Clinical Trial Agreement, Data Sharing Agreement) and proposed study budget to ResearchContracts@tehn.ca.
- Completion of the MGH Institutional Review and Approvals Process.
- The CTO REB Application has been signed by the designated Department Head.

MGH regulations and guidelines, such as privacy and research certification, informed consent requirements and departmental resource forms are available on the TEHN website: <https://www.tehn.ca/education-research/research>

CTO Stream

Collaborators:

The following collaborators must be given a role on the initial study-wide application (called the Clinical Trial Initial Application (CTIA), or Observational Study Initial Application (OSIA)) and Participating Site Initial Application (PSIA) forms.

Email: Kristen.Currie@tehn.ca

Role: Institutional Representative

Email: klaudia.rymaszewski@tehn.ca

Role: Institutional Admin

This access is automatically granted when the Participating Site Initial Application is created. **When Michael Garron Hospital is the Lead Applicant site the research team should immediately create the PSIA for Michael Garron Hospital (right after creating the new study).** This will ensure that access is automatically granted as

required above; otherwise, the research team will need to manually add these roles to the CTIA/OSIA prior to submission.

Institution Representative in application forms

The Primary Institution Representative must be indicated as follows in the applications within CTO Stream:

Title:	Ms.
First Name:	Kristen
Surname:	Currie
Organization:	Toronto East Health Network, Michael Garron Hospital
Address:	825 Coxwell Avenue
City:	Toronto
Province/State:	ON
Postcode/Zip:	M4C 3E7
Telephone:	416 469-6580 Ext. 2967
Fax:	N/A
Email:	Kristen.Currie@tehn.ca

The Secondary Institution Representative field should be left blank.