

## SRERS Administration Humber River Hospital

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### **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.

### **CTO Stream**

#### **Sharing:**

The following collaborators must be given a role on all Provincial Initial Application (PIA) forms and Centre Initial Application (CIA) forms.

Email: MPetrovic@hrh.ca

Role: Institutional Representative

This access is automatically granted when the Centre Initial Application is created. **When Humber River Hospital is the Provincial Applicant site the research team should immediately create the CIA for Humber River Hospital (right after creating the PIA).** This will ensure that access is automatically granted as required above, otherwise the research team will need to manually add these roles to the PIA 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: Michele  
Surname: Petrovic  
Organization: Humber River Hospital  
Address: 1235 Wilson Avenue, Rm. 3b2002  
City: Toronto  
Province/State: ON  
Postcode/Zip: M3M 0B2  
Telephone: 416-242-1000 Ext. 81263  
Fax: N/A  
Email: MPetrovic@hrh.ca

The Secondary Institution Representative field should be left blank.