661 University Avenue, Suite
460 MaRS Centre, West
Tower Toronto, Ontario
M5G 1M1 Canada
www.ctontario.ca

SRERS Administration
Royal Ottawa Health Care Group

Reminder: Institutional Research Administration Requirements

The 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.

Stream

Collaborators:

The following collaborators must be given a role on all Clinical Trial Initial Applications (CTIAs)/Observational Study Initial Applications (OSIAs) and Participating Site Initial Applications (PSIAs).

Email: tammy.beaudoin@theroyal.ca
Role: Institutional Representative

Email: Florence.Dzierszinski@theroyal.ca
Role: Institutional Admin

Email: iswoodward@theroyal.ca
Role: Institution Admin

This access is automatically granted when the PSIA is created. **When the Royal is the Lead Applicant site, the research team should immediately create the PSIA for the Royal (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 Stream:

Title:	Ms.
First Name:	Tammy
Surname:	Beaudoin
Organization:	Royal Ottawa Health Care Group
Address:	1145 Carling Avenue
City:	Ottawa
Province/State:	Ontario
Postcode/Zip:	K1Z 7K4
Telephone:	613.722.6521 x6214
Fax:	N/A
Email:	tammy.beaudoin@theroyal.ca

The Secondary Institution Representative field should be left blank.