

SRERS Administration
**Thunder Bay Regional Health Sciences Centre, and Thunder Bay Regional Health
Research Institute**

Reminder: Institutional Research Administration Requirements

All research involving human participants must receive Institutional Approval prior to commencing research activities. Institutional Approval ensures that all research being conducted at or with the Hospital or the Research Institute complies with all relevant laws, regulations, contractual agreements, policies, procedures and guidance, and ensures that the research is operationally feasible and adequately supported.

Contact the Research Ethics & Authorization Office at 807-684-6359 or TBRHSC.Research@tbh.net for any questions or assistance.

CTO Stream

Collaborators:

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

Email: daniel.horne@tbh.net
Role: Institutional Representative

Email: eades@tbh.net
Role: Institutional Admin

This access is automatically granted when the Centre Initial Application is created. **When TBRHSC/TBRHRI is the Provincial Applicant site the research team should immediately create the CIA for TBRHSC/TBRHRI (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: Mr.
First Name: Daniel
Surname: Horne
Organization: Thunder Bay Regional Health Research Institute
Address: 980 Oliver Road
City: Thunder Bay
Province/State: ON
Postcode/Zip: P7B 6V4
Telephone: 807-684-7232
Fax: 807-684-5804
Email: daniel.horne@tbh.net

The Secondary Institution Representative field should be left blank.



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Institutional Representative and Department Head Signature in CIA

Daniel Horne's (Manager, Clinical Research Services Department) signatures must be requested by a member of the research team with an assigned role in CTO Stream.