

Quality Control / Assurance and Research Checklist

Screening guide to determine whether an ethics review is necessary for activities at U of T

Project Title: _____

Project Manager / Principal Investigator: _____

Project Details

The following information will be used to determine whether an activity requires review by the University of Toronto (U of T) Research Ethics Board (R.E.B.) or by the Human Research Ethics staff. It is the responsibility of the project manager/principal investigator to complete this form when conducting an activity involving human participants that requires quality assurance, improvement, or control.

1. Please provide a brief abstract (200 words maximum) describing the proposed activity, participant population, and primary purpose for conducting the activity.

2. Is there an explicit requirement for review of this project by a Research Ethics Board as part of its funding arrangement?
Yes ☐ No ☐
3. Does the project involve use of a pharmaceutical device, drug or natural health product under Health Canada or Food and Drug Act regulations?
Yes ☐ No ☐
4. Is the project primarily designed to test a specific hypothesis or answer a specific quantitative or qualitative question?
Yes ☐ No ☐
5. Does the project involve a comparison of multiple sites and/or control groups?
Yes ☐ No ☐

6. Is the project designed to support generalizations that go beyond the particular population the sample is being drawn from?

Yes ☐

No ☐

7. Is the primary purpose of the project to produce results that could be published in a research journal? (Consider: If the project will be published, has the intended journal been contacted to determine whether they require an ethics review as one of the conditions of publication?)

Yes ☐

No ☐

a. **If you answered "YES" to any of the questions above**, your planned activity may have a component of research and should be submitted to an REB for review. Please follow the [instructions for protocol submissions](#).

b. **If you answered "NO" to ALL of the above**, please answer the following questions:

I. Does the proposed activity involve collection of personal (identifiable) information?

Yes ☐

No ☐

II. Do risks for participants as individuals or as members of a community include (check all that apply):

- Physical risks (such as bodily contact or administration of any substance);

Yes ☐

No ☐

- Psychological or emotional risks (such as feeling uncomfortable, embarrassed, anxious or upset);

Yes ☐

No ☐

- Social risks (such as possible loss of status, privacy and/or reputation);

Yes ☐

No ☐

- Legal risks (such as potential apprehension or arrest or being identified as a member of a legally-compromised group).

Yes ☐

No ☐

N.B. In cases where an activity is determined not to be research requiring ethics review at U of T, but the results of the project will be shared (e.g. in a poster or publication), you should do so within the framework of quality improvement. That is, you must specify that any conclusions or learnings were not gained through research (for wide external application) but through a quality improvement/quality assurance project carried out in the local context.

Adapted from: "ARECCI Ethics Screening Tool developed by the Alberta Research Ethics Community Consensus Initiative (ARECCI) Network (2005, revised 2010)"