



Research Ethics for Human Participants

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Policy Statement

All research projects involving human participants, undertaken by members of the BCIT community—including all administrators faculty, staff and students, including students carrying out research as part of class assignments and institutional research—fall within the jurisdiction of the BCIT Research Ethics Review Board (REB). The BCIT REB’s jurisdiction applies, irrespective of the source of financial support (if any) or the project location, in the latter case, so long as the investigator represents the work as BCIT research.

Projects conducted by researchers from outside the BCIT community who access Institute resources (either equipment or personnel), may also fall within the jurisdiction of the BCIT REB.

The BCIT REB applies the principles set out in the Tri-Council Policy Statement (TCPS2) "Ethical Conduct for Research Involving Humans,"¹ and in accordance with the procedures set out in the document "Procedures for Implementing the BCIT Research Ethics Policy"². Those procedures may be varied from time to time to accommodate future approved amendments to the Tri-Council Policy, or for BCIT research activities.

Purpose of Policy

The purpose of this policy is to promote ethical practices in conducting research using human participants. This policy and its associated procedure provide guidance to researchers in how to maintain such practices. This policy also defines the roles and responsibilities of researchers and other parties involved in such research.

¹ Canadian Institutes of Health Research, Natural Sciences and Engineering Research Council of Canada, Social Sciences and Humanities Research Council of Canada, Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans. 2010.

² The document "Research Ethics for Human Participants Procedure" is available at: <http://www.bcit.ca/files/pdf/policies/6500.pdf>

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Application of this Policy

This policy applies to all persons engaged in research using human participants at BCIT, including BCIT faculty, staff, students, and research participants, as well as BCIT administrators.

Related Documents and Legislation

1504 Standards of Conduct and Conflict of Interest
 2501 Contracts
 5101 Student Regulations
 5102 Student Code of Conduct (Non-academic)
 7507 Harassment and Discrimination
 7512 Occupational Health and Safety
 6600 Integrity in Research
 6700 Freedom of Information and Protection of Privacy
 Tri-Council Policy Statement: *Ethical Conduct for Research Involving Humans*
 Canadian Institutes of Health Research, Natural Sciences and Engineering Research
 Council of Canada, Social Sciences and Humanities Research Council of Canada
 International Conference on Harmonization (ICH) "Good Clinical Practice: Consolidated
 Guideline"

Definitions

REB: BCIT Research Ethics Review Board

Research – An undertaking intended to extend knowledge through a disciplined inquiry or systematic investigation.

Background

Researchers have a professional responsibility to adhere to the ethical norms and codes of conduct appropriate to their respective disciplines. When researchers are engaged in research supported by BCIT, the Institute may, in some circumstances, be liable for any consequences of this research. Furthermore, most funding agencies require ethics review of research proposals that involve the use of human participants. For these reasons, policy and procedures are required to direct that appropriate safeguards be provided. This policy provides appropriate

direction, so that BCIT may conduct research on human participants, of a standard acceptable to all of the major granting agencies and regulatory bodies.

Norms for the ethics of research involving human participants are developed and refined within an ever-evolving societal context, elements of which include the need for research and the research community, moral imperatives and ethical principles, and the law. Researchers at BCIT must demonstrate that appropriate methods will be used to protect the rights and interests of the participants in the conduct of research.

Research involving human participants is premised on a fundamental commitment to advancing human welfare, knowledge and understanding, and to examining cultural dynamics. Researchers undertake or fund research involving human participants for many reasons. An ethic of research involving human participants should include two essential components:

1. The selection and achievement of acceptable ends
2. The acceptable means to those ends

The first component is directed at defining acceptable ends in terms of the benefits of research for participants, for associated groups, and for the advancement of knowledge. The second component is directed at ethically appropriate means of conducting research.

BCIT endorses the principles set out in the Tri-Council Policy Statement "Ethical Conduct for Research Involving Humans." This document describes how BCIT applies the Tri-Council policy. BCIT uses the Tri-Council Policy Statement (TCPS2) (<http://www.pre.ethics.gc.ca/english/policystatement/policystatement.cfm>) and the International Conference on Harmonization (ICH) "Good Clinical Practice: Consolidated Guideline" as references and as educational resources in developing and implementing this Policy.

These principles and guidelines have been widely adopted by diverse research disciplines. As such, they express common standards, values, and aspirations of the research community: Respect for human dignity is expressed through the three core principle of respect for the Persons, Concern for Welfare, and Justice. Accordingly, this policy is intended to ensure that the highest ethical standards in the conduct of research involving human participants are maintained at BCIT in compliance with the TCPS.

The law affects and regulates the standards and conduct of research involving human participants in a variety of ways, such as privacy, confidentiality, intellectual property, competence, and in many other areas. Human rights legislation prohibits discrimination on a variety of grounds. In addition, most documents on research ethics prohibit discrimination and recognize equal treatment as fundamental. Research should also respect the spirit of the Canadian Charter of Rights and Freedoms, particularly the sections dealing with life, liberty and the security of the person.

Duties and Responsibilities

Administrative Support

The work involved in the ethical review process should be distributed appropriately among faculty members, staff, researchers, and administrators.

BCIT will provide administrative support to the REB with respect to conducting the activities of proposal review and Board administration. Deans of schools will provide significant support to the REB, with respect to:

- educational activities
- management of the system for reporting research
- ensuring that research projects requiring ethical review are submitted to the REB
- advising their faculty members about the need to comply with the TCPS.

Faculty, Administrators and Staff Research

All Faculty, Administrators and Staff research must be submitted to the REB.

Student Research

If a study is a teaching exercise (i.e., part of a diploma or undergraduate degree level course), and entailing no more than minimal risk, it may be reviewed by a school/departmental level committee on behalf of the REB and in compliance with the TCPS. The school/departmental ethics committee, as needed, must report results of such reviews to the REB at the end of the academic year.

Student research deemed to be beyond minimal risk must be reviewed by the REB.

Individual departments are expected to support and train students so that their research projects are ethical, and those that exceed minimal risk may be efficiently reviewed by the REB. Departments should screen student applications for ethical review prior to submission to the REB. The REB may return applications to the department if they do not conform to the requirements of the TCPS.

Institute Support

BCIT must provide adequate resources and an annual budget to support the administrative processes and educational activities required by the REB so that the Institute as a whole remains in compliance with TCPS.

Authority of the BCIT Research Ethics Review Board (REB)

The REB is mandated by the Board of Governors to accept, reject, propose modifications to, or terminate any proposed or ongoing BCIT research that is subject to REB review.

The BCIT REB reports directly to the Board of Governors and is administratively responsible to the Vice President, Research and International.

Vice-President Education Research and International

Questions of interpretation or application of this policy or its associated procedures shall be referred to the Vice-President Education Research and International, whose decision shall be

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Procedures Associated With This Policy

Procedure 6500-PR1, Research Ethics for Human Participants - Process

Forms Associated With This Policy

See procedure 6500-PR1 for list of forms.

Special Situations

None

Amendment History

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|---------------|-------------|
| 1. Created | 1999 Feb 02 |
| 2. Revision 1 | 2001 Jun 19 |
| 3. Revision 2 | 2006 Feb 07 |
| 4. Revision 3 | 2007 Feb 13 |
| 5. Revision 4 | 2011 May 04 |

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