

The REB is mandated to assess the ethical acceptability of a research project through consideration of the foreseeable risks, potential benefits and ethical implications of the project. The [three core principles](#) of the TCPS 2 (respect for persons, justice, and concern for welfare) should also be kept in mind when reviewing a project. The document below is meant to assist REB members in their in evaluation. When possible, references to the [TCPS 2](#) have been included in parentheses so that you can verify the guidelines as needed. The TCPS 2 [interpretations](#) could also be of interest.

Project Description

- Are the purpose/objectives clearly and adequately explained?
- Are there ethical implications relating to the methods and design of the project? ([Article 2.7](#))
- If applicable, are conflicts of interest managed properly? ([Chap 7, Section D](#))

Recruitment Process

- Is sufficient information on the sample provided, including inclusion/exclusion criteria ([Chap 4, A & B](#))?
- Is the recruitment process clearly and adequately explained?
- If there is a risk of coercion, is it dealt with appropriately?
- Are recruitment texts (e.g., email script, poster, letter of info) complete?

Participation

- Is participation adequately explained (e.g., activities, duration, location)?
- If research activities are recorded (e.g., audio, video, photographs), are the process and information provided to participants adequate?
- If applicable, are the details of compensation explained and appropriate? ([Article 3.1](#))
- Are copies of research instruments appended (e.g., survey, interview guide), where relevant?

Risks and Benefits ([Chapter 2, Section B](#))

- Are the potential risks clearly and adequately explained?
- If there are risks, are the measures to mitigate such risks appropriate?
- If necessary, is a list of resources for participants appended?
- Are the benefits clearly and adequately explained?

Privacy, Confidentiality and Data Conservation ([Chapter 5 and Article 10.4](#))

- If the protection of the identity of participants is guaranteed, are safeguarding measures clearly and adequately explained?
- If protection of the identity of participants is not guaranteed, are limits of privacy and/or potential risks to participants clearly and adequately explained?
- Are the proposed measures for data conservation (during and after the project) clearly and adequately explained?

Consent Process ([Chapter 3](#))

- Is the consent process clearly and adequately explained? ([Articles 3.1 and 3.12](#))
- If there is a risk of coercion when obtaining consent, is it dealt with appropriately?
- If there is partial disclosure or deception, is the debriefing process clearly explained? ([Article 3.7](#))

Consent Documents: Is the following information included? ([Article 3.2](#))

- | | |
|---|---|
| <input type="checkbox"/> Name, contact info and affiliation of researchers | <input type="checkbox"/> Info regarding data conservation |
| <input type="checkbox"/> Funding information (if applicable) | <input type="checkbox"/> Details on compensation and/or reimbursement |
| <input type="checkbox"/> Purpose and objectives of the research project | <input type="checkbox"/> Statement on voluntary participation (e.g., can refuse to participate; withdrawal of data) |
| <input type="checkbox"/> Participation details (e.g., duration, location, audio-recording, transcript review) | <input type="checkbox"/> Ethics Office contact information |
| <input type="checkbox"/> Nature of benefits, potential risks and mitigating measures | <input type="checkbox"/> Language level is appropriate for sample |
| <input type="checkbox"/> Info regarding anonymity and confidentiality | |