

Research Ethics Office, Research Ethics Boards Standard Operating Procedures
University of Saskatchewan

| | | | |
|---|---|------------------------------------|--|
| Section 200: | REB ORGANIZATION | | |
| Standard Operating Procedure (SOP): | 201 COMPOSITION OF THE RESEARCH ETHICS BOARD | | |
| This SOP pertains to: | U of S Research Ethics Boards | | |
| Responsibility for executing this SOP: | The Vice-President Research, the Director, Research Ethics, the Chairs of the U of S Research Ethics Boards and Institutional Officials | | |
| Approval Authority | The Vice-President Research | | |
| Effective Date: | July 1, 2012 | Superseded documents dated: | |

| | |
|---|--|
| <p>1. PURPOSE This SOP specifies the requirements for the composition of the REBs responsible for reviewing research conducted under the auspices of the University of Saskatchewan (U of S)</p> | |
| <p>2. POLICY The membership of the REB will be sufficient to ensure the appropriate expertise, disciplinary backgrounds, and independence required for competent research ethics review. The membership of the U of S REBs will be diverse and include individuals with varying backgrounds and appropriate professional competence to review the diverse types of protocols that are received. REB members will be qualified to ascertain the acceptability of the research in terms of institutional commitments and regulations, all applicable laws, and standards of professional conduct and practice.</p> <p>The REBs shall consist of at least five (5) members, including both women and men, of whom:</p> <ol style="list-style-type: none"> a. at least two members have expertise in relevant research disciplines, fields and methodologies covered by the REB; b. at least one member is knowledgeable in ethics c. at least one member is knowledgeable in the relevant law (mandatory for biomedical research only) d. at least one member has no affiliation with the institution, but is recruited from the community served by the institution. <p>When the REB reviews natural health products, the membership shall include one member knowledgeable in complementary or alternative health care.</p> <p>The majority of the members of the REB should have both the training and the expertise to make sound judgments on the ethics of research proposals involving human participants. Its membership should be broad enough to reflect the context of the society within which it operates.</p> | <p>45 CFR 46.107</p> <p>21 CFR 56.107</p> <p>TCPS2 Article 6.4</p> <p>Natural Health Products Regulations Part 4</p> |

| | |
|---|--|
| <p>3.1.2 Substitute Members Substitute members are qualified voting members who serve as alternates for regular members to ensure REB membership composition requirements are met. A substitute member's presence at a REB meeting in the place of an absent regular member may be used in establishing quorum.</p> | |
| <p>3.1.3 Ad Hoc Reviewers The REB Chair or delegate may invite individuals with competence in special areas or knowledge to assist in the initial or continuing review of issues that require expertise beyond or in addition to that available on the REB. These individuals may not vote with the regular and substitute members of the REB and their presence or absence will not be used in establishing a quorum for a REB meeting.</p> | |