STUDENT RESEARCHER RESPONSIBILITIES: Research Involving Human Participants

Research that is Subject to Review

All undergraduate and graduate course-related, non-funded, minimal-risk[1] research (including MRPs) is to be reviewed by a relevant Delegated Ethics Review Committee (Please contact your program or department for the appropriate contact). Research subject to review includes, but is not limited to: surveys, questionnaires, interviews, participant observation and secondary data analysis.

> ***NOTE**: Research conducted by students that is more than minimal risk and /or involves Aboriginal peoples and/or involves clinical trials**, must be** reviewed by the Human Participants Review Committee (HPRC). Please contact the Office of Research Ethics (ORE) at ore@yorku.ca for further information*.

When Research Subject to Review is conducted using a Generic Protocol

The student researcher has the following responsibilities:

1. To learn and abide by Research Involving Human Participants, Senate Policy and attendant procedures.
2. To complete the TCPS tutorial and provide a copy of the certificate of completion to the Course Director/Faculty Advisor. Students are advised to keep a copy of the tutorial certificate for their records and for use in future courses should that be required.
3. To follow the approved research ethics protocol provided by the Course Instructor
4. To ensure that human participants are fully informed and consent to the research by signing the informed consent form prior to the commencement of the research study. The informed consent form is an integral and important element of research involving human participants. You are responsible for ensuring that the informed consent form approved as part of the protocol was used in all interactions with human participants and confidentiality/anonymity was and will continue to be maintained as indicated in the protocol.
5. To retain, for two years, relevant documentation including: the research plan, the blank informed consent form, signed consent forms, consent letters or the oral consent form script, data secured and disposed of accordingly.
6. You are responsible for ensuring that you and your project are listed on the Reporting Form: Course Related Research Involving Human Participants which your Course Director passes out in class near the end of term.

When Research Subject to Review is conducted using an Individualized Protocol

The Student Researcher has the following responsibilities:

1. To learn and abide by Research Involving Human Participants, Senate Policy and attendant procedures.
2. To complete the TCPS tutorial and provide a copy of the certificate of completion to the Course Director/Faculty Advisor.
3. To write a protocol using the Individualized Protocol: Course Related Research Involving Human Participants (includes projects and undergraduate theses).

[1] Minimal risk means: "If potential subjects can be reasonably expected to regard the probability and magnitude of possible harms implied by participation in the research to be no greater than those encountered by the subject in those aspects of his or her everyday life that relate to the research then the research is minimal risk research".

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4. To submit that protocol to the relevant Unit Delegated Ethics Review Committee (Please contact your program or department for the appropriate contact) for review and approval.
5. To obtain approval from the relevant Ethics Review Committee **before** commencement of any research activities involving human participants.

6. To ensure that human participants are fully informed and consent to the research by signing the informed consent form prior to the commencement of the research study. The informed consent form is an integral and important element of research involving human participants. You are responsible for ensuring that the informed consent form approved as part of the protocol was used in all interactions with human participants and confidentiality/anonymity was and will continue to be maintained as indicated in the protocol.

7. To retain, for two years, relevant documentation including: the research plan, the blank informed consent form, signed consent forms, consent letters or the oral consent form script, data secured and disposed of accordingly

8. Prior to making any changes to an approved protocol, complete and submit an "Amendment Application" to the unit level Delegated Ethics Review committee for review and approval prior to making any changes.