
Island Health CREB Guidance during COVID-19

****Please** review important announcements [here](#) before reading below.

Island Health CREB specific recommendations

If your study is harmonized with other BC Institutions and requires specific protocols due to the COVID-19 pandemic please see steps below for RISE:

1. Create a Post approval activity (PAA) -Request for acknowledgement outlining the process moving forward for your study. See here for tutorial on how to submit this PAA [here](#)
-Insert PAA Nickname “COVID 19 SOP” in PAA the Cover page.
2. This can be in the form of a Standard Operating Procedure (SOP) for this time period for deviations to the approved protocol. For instance, if participants will be switching from in-person to virtual communication, if study drugs will now be mailed to participants, etc.
-Attach SOP to PAA coversheet box 1.D
3. If web-based programs with servers outside of Canada (for e.g., Skype, FaceTime, Zoom, etc.) will be used, please see the following [sample template consent form addendum here](#)
-Attach Consent addendum to PAA coversheet box 1.D

If your study is taking place at Island Health (and is not harmonized with other BC institutions) and requires specific protocols due to the COVID-19 pandemic please see steps below for the ROMEO Research Portal:

1. Create an Amendment- Request for acknowledgement outlining the process moving forward for your study.
-Insert the wording “COVID 19 SOP” in PAA the Notes
2. This can be in the form of a Standard Operating Procedure (SOP) for this time period for deviations to the approved protocol. For instance, if participants will be switching from in-person to virtual communication, if study drugs will now be mailed to participants, etc.
-Attach SOP to as an Attachment to the amendment application.

3. If web-based programs with servers outside of Canada (for e.g., Skype, FaceTime, Zoom, etc.) will be used, please see the following [sample template consent form addendum here](#)
-Attach Consent addendum as an Attachment to the amendment application.

Please be aware that, as the current situation is very fluid, these interim policies may well change, and we will update you as necessary in future bulletins. Should you have any questions about these policies or other issues related to clinical research ethics at Island Health, please do not hesitate to contact Karen Medler, CREB coordinator at Karen.Medler@viha.ca or about research ethics and compliance, contact E. Sarah Bennett, Manager, Elizabeth.Bennett@viha.ca.