The Human Ethics Office (HEO) receives the protocol from the researcher.

The HEO sends the protocol back to the researcher with administrative feedback and emails the researcher to inform them of the resubmission deadline.

The protocol is sent to all REB members and they meet on the scheduled meeting date to review the protocol.

Once the Chair completes their review, the protocol is sent back to the researcher with REB feedback.

The Human Ethics Office sends the protocol to the Chair.

Pre-Review Process: This administrative review may take two days.

The HEO sends the protocol to a Chair for determination on the appropriate review type and conducts a pre-review to ensure that the protocol is complete and consistent.

The researcher addresses the pre-review comments and sends the protocol back to the Human Ethics Office by the resubmission deadline.

After the meeting, the protocol is sent to the REB Chair to consolidate and finalize feedback.

The researcher sends the revised protocol back to the Human Ethics Office.

The Chair either approves the protocol or sends it back to the researcher with additional feedback.

Revision Process: This process may continue until the Chair is satisfied that the protocol meets all ethical requirements and ethics approval is granted.

REB approval applies to the ethical acceptability of the research and does not, in itself, constitute authorization for the research to proceed (TCPS 2, Article 6.3, Application).

Please consider consultations and other approvals that may be required before you start your research. It is strongly suggested that any other approval processes are started before submitting to the REB for ethics review.

See our website for more information.