Summary of Upcoming Activities

What's happening in 2025!

- Launch of Research SharePoint Page for the entire Research Community!
- Monthly Research Bulletin published 1st week of every month (except January)
- Additional HRPP SOPs and Institutional Policies to be published.
  - See posted HRPP SOPs on the Research and Innovation Intranet page (until SharePoint launched)
- Continued Lunch and Learn sessions for HRPP SOP training
  - Every fourth Thursday of the month
  - Next session January 23 2025
- Research Education sessions
  - January 7 2025 Common audit findings

- If you are not receiving invites for HRPP Lunch and Learn sessions, Research Education sessions, or receiving the Research Bulletin, contact Tami Martell Tami.Martell@nshealth.ca

Please scan the QR code or click the link to fill out our post-session survey.
You will also receive a certificate of attendance by filling out this form.

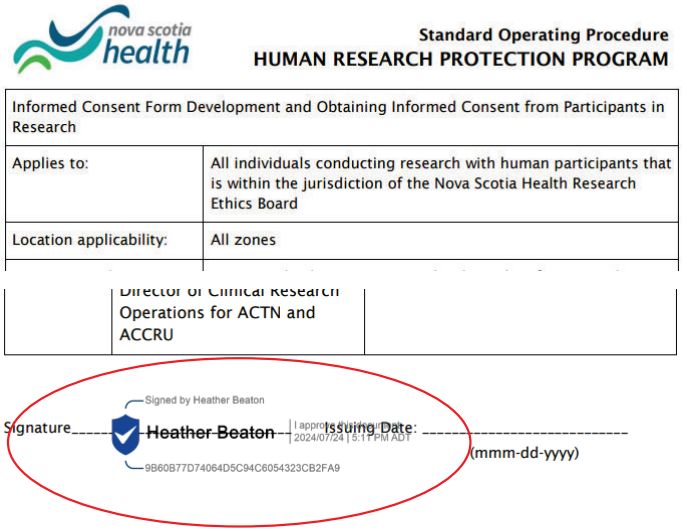
https://forms.office.com/r/EUBegai5AH

Building the HRPP at NS Health

What this means for you!

SOPs Coming Out in 2025:

- Institutional Review and Approvals
- Research Protocol Development
- Management of Participant Privacy in Research
- Record Retention of Research Files
- REB SOPs
- Data Management
- Research Monitoring
- Changes in Personnel and management of PI absences


nova scotia health

Standard Operating Procedure
HUMAN RESEARCH PROTECTION PROGRAM

Informed Consent Form Development and Obtaining Informed Consent from Participants in Research	
Applies to:	All individuals conducting research with human participants that is within the jurisdiction of the Nova Scotia Health Research Ethics Board
Location applicability:	All zones
	Director of Clinical Research Operations for ACTN and ACCRU

Signature: Signed by Heather Beaton — Heather Beaton — I approve this document — 2024/07/24 | 5:17 PM ADT — 9B60B77D74064D5C94C6054323CB2FA9 — Issuing Date: (mmm-dd-yyyy)

HRPP Lunch and Learns:

Join us every 4th Thursday of every month to learn more about SOPs!

Certificates available for your records.

Research Operations

Contact us: ResearchOperations@nshealth.ca

What We Do

Providing operational support to Investigators and research teams.

- Site administration for the Centre for Clinical Research (CCR).
- Support space requests, room bookings, team moves, and procurement.
- Oversee research infrastructure, space allocation, and plans for future growth within research.
- Support Industry-related requests.
- Leads research operations projects and initiatives (e.g., NovaStudies Connect, Clinical Trial Dashboard, & OPOR PowerTrials).
- Record retention and archiving (Iron Mountain).
- Support researchers with clinicaltrials.gov account activation and study registration.

Study Start-Up Specialists (Fee for service)

Wrap-around study start-up support for Investigators and research teams during the clinical study start-up phase.

- Manage cross-organization collaboration & communication.
- Assists with site feasibility assessment.
- Prepare and oversee the development of budgets and contractual documents
- Facilitates shared Services Agreements.
- Regulatory document preparation & REB ethics submission.

30 + Therapeutic Areas

150+ Investigators

600+ Research Staff

1400+ Active Research Studies

330+ Active Clinical Trials

2900+ Recruited Participants

Who We Are

Walead Ebrahimizadeh, Director of Clinical Research Operations
Heather Beaton, Director of Clinical Research Operations, ACTN
Rebecca Robichaud, Manager of Clinical Research Operations
Aleksandra Trajkovic, Manager of Clinical Operations ACTN
Tami Martell, Administrative Assistant to the Director of Research
Pam Trenholm, Research Database Specialist
Donika Shala, Study Start-Up Specialist