Women's Health Research - Guidelines for Researchers

If you are contemplating a research project which requires access to Women's Health patients (labour and delivery, antepartum, postpartum, gynecology, operating rooms and/or ambulatory care), their families or staff members of the Lois Hole Hospital for Women (LHHW) at the Royal Alexandra Hospital, the approval process is as follows:

1. Inform the Women's Health Research Committee (WHRC) of your intent by contacting Shauna Littlefair (shauna.littlefair@ahs.ca). Please email her with a short summary in lay terms (max. 300 words) and a copy of your protocol. Include number to be enrolled, expected study start date and duration, recruitment strategies and expected Women's Health areas utilized.

In order to prevent conflicts between research groups, and improve clarity and overall implementation of all projects, the Women's Health AHS operational approver (currently Gloria Rakowski) may discuss any Women's Health Research requests conducted by groups outside of Women's Health Research with the Women's Health Research department prior to providing approval. This will assist in reducing confusion regarding bedside nurse communication of eligible patients, and research protocols with the appropriate research groups. The WHRC recommends an on-site Research Collaborator. The Lois Hole Women's Health Research Center is available for use upon request. User fees are applicable for use of the Women's Health Research Center. Fees may be waived upon review of the research study.

2. Discuss specifics and requirements with the Women's Health research nurses and/or Women's Health manager(s) while the study is in the design phase (if applicable).

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3. If deemed appropriate, it may be suggested that you present your preliminary study at OB/Gyne, Urogynecology or Perinatal rounds.

4. Your presented study must be approved by the Women's Health Research Committee prior to being given approval by the Executive Director of Women's Health or designate.

5. Prior to beginning research activities, WHRC must have on file for reference copies of:
    a. Final protocol (updates as applicable)
    b. Operational Approval for Women's Health
    c. Ethics approval (if study duration > 1 year, ensure WHRC has a copy of the current approval).
    d. Information and consent form (if applicable)

6. Inform WHRC when the research project is amended, completed or withdrawn.