

# Human Research Ethics Board (HERB)

- Main Page:
  - <http://www.uvic.ca/research/conduct/home/regapproval/humanethics/>
- HERB Guidelines and Application forms available on the Office of Research Services (ORS) website

# Contacts at HERB:

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# TRI-COUNCIL POLICY (1 of 2)

- UVic has adopted the **Tri-Council Policy Statement on the Ethical Conduct for Research Involving Humans (TCPS)**
- Tri-Council is made up of:
  - **SSHRC** (Social Science and Humanities Research Council)
  - **NSERC** (Natural Sciences and Engineering Research Council)
  - **CIHR** (Canadian Institute of Health Research)

# TRI-COUNCIL POLICY (2 of 2)

- **Ethical Principles:**
  - Respect for Human **Dignity**
  - Respect for Free and Informed **Consent**
  - Respect for Vulnerable Persons
  - Respect for Privacy and **Confidentiality**
  - Respect for Justice and Inclusiveness
  - Balancing **Harms** and **Benefits**
- Found at:
  - <http://www.uvic.ca/research/conduct/home/regapproval/humanethics/#> (click on Guidance Tools)

# TCPS Definition of Minimal Risk

- Potential participants can reasonably expect to regard the possible harms implied by participation to be **no greater than those encountered by the participant in those aspects of his/her everyday life that relate to the research**

# Application Review Process

- Risk is assessed (TCPS definition)
- Review process assigned
  - Minimal risk:
    - Expedited – Chair and the Coordinator only
    - Slightly Complex - Chair, Coordinator and two designated reviewers from HREB
  - Not minimal risk:
    - Full HREB review at next monthly meeting
- For our course, you submit your application to me (see the project resources folder)

# Recruitment

- Participants have the right to know why they are being asked to participate and how you obtained their names.
- If third parties or organizations assist with recruitment, it must be done in ways that conform to privacy regulations.

# Consent

- Consent is a process, not just a form
- Full disclosure (unless need to use deception, which we won't!)
- Time to consider and ask questions
- Voluntary and able to withdraw at any time



# Recording Consent

- Signed (e.g. consent form)
- Verbal – recorded (e.g. telephone interview)
- Implied (e.g. anonymous survey)

# Risks

- Participants have a right to be informed of any risks associated with their involvement in the study including:
  - **Psychological/emotional:** e.g., increased sadness, anxiety, fear, depression, loss of privacy and re-traumatization
  - **Social:** e.g., loss of status, respect, alienation, social stigma
  - **Physical:** e.g., pain, scarring, infection
  - **Economic:** e.g., threats of job
- Create measures to prevent/minimize risks and respond to harms

# Anonymity

- Anonymity means that the researcher has no knowledge of who the participants in the study are, and cannot ever link the data to the participants.
- Whether researchers offer anonymity to participants depends on the study.

# Confidentiality

- Protection of the participants' identity (anonymity) and the protection, access, control and security of his or her data and personal information during recruitment, data collection, dissemination of data and findings and data storage.

# Limits to Confidentiality

- Participants must be made aware of limits to anonymity and confidentiality in the consent process.
- Confidentiality may be breached when:
  - the law requires it (e.g., disclosure of child abuse) or
  - there is a reasonable expectation of harm occurring to the participant or others

# What to think about...

- Users/Participants
  - How will you recruit them?
  - How are you going to be interacting with them (interviews, observation, survey, etc..)?
- Attachments
  - Recruitment materials, e.g., script(s), letter(s)
  - Consent form(s)
  - Research instruments
  - Approval from external organization
- **Submit Ethics and Consent forms to me:**  
**[mstorey@uvic.ca](mailto:mstorey@uvic.ca) before you recruit or collect data from users!**

# Minimal Risk (only!)

- Participants are competent adults, youth or children;
- Participants live freely in the community (i.e., are not captive, e.g., in prison or hospital);
- The topics are non-controversial and carry little or no risk to the participants;
- The methods are non-invasive, such as the use of questionnaires or interviews;
- The projects do not involve deception.

# What you need to do!

- Each team that will do testing with users outside of our course needs to complete the “*Application for Ethical Approval of Human Participant Research*”
- See <http://www.uvic.ca/research/conduct/home/regapproval/humanethics/##templates>
- *Make sure you add all team members to the ethics form (as co-investigators)*
- *Note: you may be able to apply for a waiver, see <http://www.uvic.ca/research/conduct/home/regapproval/humanethics/#> (last bullet point)*



# Template for Consent Form

- You also need to complete one of these!
- There is one on GitHub under Project Resources
- Also some at the Uvic Research site:  
<http://www.uvic.ca/research/conduct/home/regapproval/humanethics/##templates> (scroll down click on Forms tab, scroll down to see the templates)

# Please don't!

- Use deception
- Have excessive inducements for people to participate (needs to be voluntary)
- Introduce any risk to participants (psychological or physical)
- Ask any questions about intimate or sensitive aspects of participants' behaviour or life history (e.g., abuse of any kind)

You **cannot** conducting user testing  
until I give you ethics approval...