

H. APPEALS

Policy

Researchers have the right to appeal a decision made by CREBA. They have a right to request, and CREBA has an obligation to provide, reconsideration of decisions affecting a research project. This includes the opportunity for further investigation and an explanation of the reasons for opinions or decisions. The opportunity for rebuttal, fair and impartial judgment, and reasoned and written grounds for the decisions must be provided.¹

Any one of the five (5) other Ethics Review Boards in Alberta (not CREBA) may be requested to be the Appeal Board for decisions made by CREBA.

No *ad hoc* appeal boards are permitted.

Procedure

- (a) An appeal must be made in writing to the Chair of CREBA within one (1) month of receiving notice of a decision by CREBA.
- (b) The appeal letter must include the following for the protocol for which reconsideration is requested:
 - A copy of the Request for Review Form
 - The full proposal
 - Curriculum vitae for the investigator(s)
 - Applicable letters of support
 - Copies of consent forms to be used by the participants, any public notices and information sheets to be used.
 - Copies of data collection tools
- (c) The Chair of CREBA will forward the request to one of the Chairs of one of the five (5) other Ethics Review Boards of in Alberta (not CREBA) to act as the Appeal body. The Ethics Review Boards will be selected on a rotational basis.
- (d) The Ethics Review Board to whom the appeal has been made must meet and make a decision within two (2) months of receipt of the request for appeal.
- (e) In making its decision, the Ethics Review Board may ask for more information, either verbally or in writing from either/both the investigator and CREBA.
- (f) Within one week of making a decision, a letter will be sent to the investigator and CREBA regarding the decision and the rationale.

¹ TCPS, Sec.1, D5, Article 1.10