The Glaxo Wellcome Clinical Education Centre (GWCEC) endorses and supports research in keeping with its mission “to prepare future and practicing health care providers in medicine, nursing and rehabilitation therapy to meet the health care challenges of an increasingly diverse society.”

All research proposals involving the use of Volunteer or Standardized Patients must have Research Ethics Board (REB) approval before they are submitted to the GWCEC Executive committee.

Procedure:

1. A written copy of the research proposal is submitted to the GWCEC manager who will take it to the Executive Committee for consideration.

   The proposal must include:
   - A complete protocol with an explanation of purpose, methodology and analysis
   - A copy of all letters of introduction consents and data gathering instruments (questionnaires, etc.)
   - Evidence that REB approval has been granted
   - A completed checklist of resources to be used including space and equipment needs (checklist available from the manager)
   - A copy of any externally funded project contracts

2. The Executive Committee will assess the implications of the proposal as it pertains to the GWCEC. Proposal merits must include:
   - Indication that the process is consistent with the mission of the GWCEC
   - Fully informed voluntary participation with no penalty for withdrawal
   - REB approval
   - Acknowledgement of the GWCEC in publication of research
   - Intention to share findings with the GWCEC Advisory Committee
   - Availability of resources (VPs, SPs, space, equipment, etc.)
   - Workload, time and/or financial impact
3. Acceptance or rejection of the proposal is sent to the Principal Investigator. If modifications are necessary, the PI is responsible for their implementation.

4. The Principal Investigator is responsible for any resource implications undisclosed or not agreed to through this process.