

EMERGENCY MEDICAL SERVICES (EMS) RESEARCH SUPPORT PROCESS

Draft Research Ethics submission &/or study protocol

- Every study conducted in the EMS (prehospital/out-of-hospital) setting (including studies using EMS data or EMS staff) are to be reviewed by RSC **prior to** REB submission
- Investigators are encouraged to submit their project to RSC before applying for grant funding

RESEARCH STEERING COMMITTEE (RSC) (EHS/Div/EMC)

- Protocol submissions should be submitted two weeks prior to RSC meeting
- RSC meets first Wed of every second month (schedule found on Division of EMS website)
- Each member would be responsible for vetting it through their org and reporting back to RSC (by end of the month of meeting)
- RSC chair provides investigator with letters of support and recommendations to improve REB submission & study plan

Study will go to ROC only if it may have ops impact

RESEARCH OPERATIONS COMMITTEE (ROC) (EHS/EMC)

- Discussion of EHS/EMC operational impacts of proposed studies
- Scheduled as soon after RSC as possible, if necessary

Div EMS Role

- Obtains & Provides Letter of Support from District Chief EM

EHS Role

- Provides Letter of Support from Medical Director of Research, after consultation with EHS

EMC Role

- Approval for studies obtained after consultation with Sr. Mgt Team (2 week turn-around)
- Provides Letter of Support from Director or Senior Manager of Clinical Quality Risk-AMT

DIVISION OF EMS OPERATIONS COMMITTEE

- Keep track of ongoing studies
- Identify when support is needed to complete studies

RESEARCH OPERATIONS COMMITTEE (EHS/EMC)

- Puts research plan into action; keeps track of progress