
Guidelines for the gradual resumption of research activities at the CISSS de Laval

Despite the current health crisis, the CISSS de Laval wishes to gradually resume its research activities. However, it is understood that this shall be done in a context of a health crisis. Research activities will therefore have to resume in a very unique context, guided by principles that will allow to adjust to the evolving hazards of the pandemic, and this, in order **to ensure the safety of students and research personnel, researchers and participants, while maintaining the quality of the research carried out within the institution.**

All types of clinical research activities (clinical trials, psychosocial, epidemiological or others) must be planned taking into account the availability of the institution's resources (personnel, pharmacy, technical platform, etc.) in the context of the pandemic. The availability of these resources is decisive for the resumption of research activities. To this end, **a new institutional feasibility evaluation may be necessary** to authorize the resumption of activities, in order to ensure the availability of resources in the context of pandemic.

In other words, research activities will have to adjust according to the accommodation capacity of each environments (research fields) of the CISSS de Laval, which will be modulated by:

1. the compliance with sanitary measures established by public health;
2. the resumption of activities (return of reassigned employees to their regular occupation);
3. the logistical challenges (space, rooms, etc.);
4. the flexibility of data collection modalities (remote interview, time and duration of data collection, etc.);
5. the course of the pandemic and the possibility of a second wave.

The following pages provide directives for students and research personnel, as well as recommendations for researchers and for our institution as a research environment. These recommendations are based, among others, on the following general considerations:

- Research activities that can take place remotely (phone or virtual contact) may resume or continue, as the case may be. Whenever possible, for research projects involving only data collection from files, the collection must be performed outside the CISSS de Laval facilities and according to the availability of the institution.
- When necessary, and applicable, priority will be given to resuming research already in progress rather than starting new research projects, for the same environment.
- In the case where participants must present themselves at a CISSS de Laval facility to take part in a research project, the number and duration of in-person visits shall be as limited as possible. It is better to match the visits with scheduled medical appointments to avoid additional travel for participants. Furthermore, participants' visits must also be restricted to green zones;
- Group interviews (focus groups) will be possible in green zones if respect for physical distancing is possible, with a maximum of 3 or 4 people per room;
- Ensure participants follow preventive measures (wearing personal protective equipment, using a separate and distinct entrance, avoiding waiting periods in the common areas).
- Avoid bringing any personal belonging into the environment where the data collection takes place, unless it is essential for it (eg. digital recorders, tablets, measuring tools, work surfaces, etc.). Avoid having participants handle the material if it is not necessary. If this is unavoidable, disinfect your equipment between each participant, using single-use disinfectant wipes;
- Students, research personnel and researchers are not systematically subjected to screening tests. However, as soon as symptoms appear, the latter must not present themselves at the research field location. They shall take a screening test, and cancel all research commitments (interviews, meetings, etc.) until screening test result is obtained;
- It is mandatory that students, research personnel, or researchers inform the administrative responsible person of his/her research team as soon as symptoms appear, when he/she will take a screening test, and when he/she receives a positive screening test result. The persons responsible are:
 - Pôle 1 - Transformations des pratiques cliniques et organisationnelles:
Denise Koubanioudakis (450) 668-1010, extension 23653
 - Pôle 2 - Centre de recherche interdisciplinaire en réadaptation – Jewish Readaptation Hospital:
Vira Rose (450) 688-9550, extension 626
 - Pôle 3 - Contractual and Academic Research (clinical trials):
Cardiology: Ginette St-Onge (450) 668-1010, extension 23968

- Considering that the situation can change rapidly in the departments, and depending on the evolution of the crisis, ensure that the data collection does not interfere with the research field proper functioning, or does not constitute an additional burden for the personnel, and this, throughout the duration of the data collection;
- All these measures are subject to change without notice, namely in the event of a second wave and a possible reassignment in personnel within the CISSS.

In addition to the principles listed above, clinical trial monitoring visits may resume under certain conditions, namely:

- Favour the phone for exchanges between the visitor and members of the research team, or a technology that allows remote meetings;
- If a visit is necessary, make sure that the visitor does not show symptoms of COVID-19;
- Meet the visitor at the entrance and escort him/her to a dedicated space that meets the standards of hygiene and physical distancing;
- Inform the monitor of expected hygiene measures, and ensure that the activity is carried out safely;
- The visitor shall not use waiting rooms or other clinical facilities. Show the visitor a bathroom, sink or hand sanitizer pump for hand hygiene;
- If possible, leave the documents to be reviewed in the room the day before the visit and collect them the day after the end of the visit. A minimum of 24 hours before and after the visit is recommended.

GUIDELINES

FOR RESEARCH ACTIVITIES

CISSS DE LAVAL

ON SE PROTÈGE!



Toussez dans votre coude



Jetez vos mouchoirs



Lavez vos mains



Gardez vos distances
1 à 2 mètres

 Québec.ca/coronavirus
 Sans frais : 1 877 644-4545

Votre gouvernement
Québec

General Conditions To Be Respected

Follow [guidelines issued at the CISSS de Laval](#) to prevent the transmission of COVID-19

Universal Health Measures

- Hand hygiene; respiratory etiquette; wearing a mask; physical distancing of 2 meters when around participants, students, research personnel, researchers etc.
- Wearing eye protection in hospitals, CHSLDs, RPA private seniors' residences, intermediate or family-type resources, and non-traditional facilities [according to current regulation](#) at the CISSS de Laval.
- Respect of isolation rules when transferring from one zone to another.

Training

Attend [PPE training offered by the CISSS de Laval](#) online.

Personal Protective Equipment (PPE)

Use of PPE is recommended in clinical situations and in situations where physical distancing of 2 meters is not possible.

Close Monitoring of the COVID-19 Symptoms

Notify the administrative responsible person of your research team (and the researcher, if applicable) as soon as symptoms appear (fever, cough, intense fatigue. Other symptoms which may occur: aching muscles, headaches, loss of appetite, sore throat, diarrhea, loss of sense of smell), and do not present oneself at the location of your research field. Cancel your research commitments (interviews, meetings, etc.) until a screening test result is obtained. Take a screening test as soon as possible. Call extension 22676 or visit the [Laval en santé](#) website to find walk-in testing clinics locations. For all other questions, contact the [Service de santé du CISSS de Laval](#).

In case of negative screening test result, wait for the absence of symptoms before returning to your research field location: compliance with institutions [current policies](#).

Positive screening test result: immediately inform the administrative responsible person of your research team (and the researcher, if applicable), the location of your research field, and your attending physician. Follow isolation and [self-care instructions](#) for the duration of illness.

Isolation

At all times: self-isolate in case of COVID-19 symptoms appearing, confirmed diagnosis, or close contact with a suspected case or confirmed case. Refer to directives issued by public health.

Technological Modalities

Avoid bringing any personal belonging to your research field location, unless it is essential for data collection (eg. digital recorders, tablets, measuring tools, work surfaces, etc.). Avoid having participants handle the material if it is not necessary. If this is unavoidable, disinfect your equipment between each participant, using single-use disinfectant wipes;

MEASURES IMPLEMENTED BY THE CISSS DE LAVAL

General Conditions To Be Respected Follow [guidelines issued at the CISSS de Laval](#) to prevent the transmission of COVID-19

<p>Training</p>	<ul style="list-style-type: none"> • Offer IPAC training to all students, research personnel, and researchers of the CISSS de Laval. • Provide the isolation and universal measures directives issued by the INSPQ, as well as frequent reminders of these directives throughout the duration of the research project.
<p>Support and monitoring</p>	<p>Throughout the data collection, ensure regular monitoring and support regarding the IPAC.</p>
<p>Personal Protective Equipment (PPE)</p>	<p>Make PPE accessible to students, research personnel, and researchers as needed. Remind and monitor the adequate use of the PPE.</p>
<p>Universal Measures</p>	<p>Close monitoring and validation of the adequate application of universal measures.</p>
<p>Environments for Adequate Physical Distancing</p>	<ul style="list-style-type: none"> • Maintain a physical environment that allows and favours physical distancing; • Allow group interviews (focus groups) in green zones if compliance with physical distancing measures is possible, with a maximum of 3 or 4 people per room (measure subject to change depending on the course of the pandemic); • Give priority to alternatives to in-person activities (interviews by Zoom, remote consultation of files, etc.).
<p>Close Monitoring of the COVID-19 Symptoms</p>	<p>For screening, students and research personnel from the CISSS de Laval are given priority, as are workers from the CISSS de Laval.</p>
<p>Technological Modalities</p>	<p>Favour access to technological platforms to carry out as much as possible remote research activities (Teams, React, Zoom or other). When possible, provide adequate Internet access to the research personnel. Provide remote access if needed.</p>