

# CHECKLIST

## OBTAINING RESEARCH PRIVILEGES CISSS DE LAVAL

RESEARCH PRIVILEGES GRANTED TO ENSURE THE SAFETY AND INTEGRITY  
OF SUBJECTS TAKING PART IN RESEARCH

### WHO MUST OBTAIN RESEARCH PRIVILEGES?

Any person, including any physician, pharmacist or dentist, who wants to conduct a research project at the CISSS de Laval must obtain research privileges (or "researcher status," for a researcher who is not a member of the CPDP) granted by the CISSS de Laval or by this person's originating or affiliated institution. Co-investigators making a significant contribution (e.g., recruitment and the signing of consent forms) must also obtain research privileges.

Research privileges are not required for:

- 1) Students, postdoctoral fellows and residents. However, these individuals must be supervised by a researcher who holds research privileges.
- 2) Staff at the institution, including practitioner researchers, who are collaborating in a research study. However, these individuals must be accompanied by a researcher who holds these privileges.
- 3) The institution may recognize research privileges granted by another public institution in the health and social services network or by a university or college in Quebec or elsewhere in Canada.

### HOW TO APPLY FOR RESEARCH PRIVILEGES

Please forward the following documents to the resource person listed below:

- [The duly completed application form](#)
- Your CV
- Attestations demonstrating that you have completed the [MSSS tutorial](#), Modules 1, 3.1 and 3.2 (and 3.3 for clinical trial investigators) or the equivalent (e.g., [TCPS2](#), [CITI Collaborative Institutional Training Initiative](#))

The following attestations are also required for CPDP members participating in clinical trials (*in all three cases, equivalent training may be accepted*):

- Attestation of training on the [International Conference on Harmonisation Good Clinical Practice](#)
- [Attestation that you have read](#) Division 5, Part C of [Health Canada's Food and Drug Regulations](#)
- Attestation that you have been trained on or read the [CISSS de Laval's Standard Operating Procedures \(SOP\)](#)

### NOTE!

- Research privileges are granted through a resolution of the board of directors for a renewable period of a maximum of three years.
- You must complete this training before starting a research project.
- New attestations may be requested each time research privileges are extended or renewed.
- Research privileges will be mandatory starting **June 1, 2021**.

### RESOURCE PERSON

**Jessica Perpall**

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