

Date: January 2016

To: University of Calgary Clinical Health Researchers and Staff

From: AHS Research, Innovation & Analytics

RE: **Streamlined AHS Provincial Research Administration Processes**

Effective February 1, 2016: Streamlined Research Administration Pathway Launched for Calgary Zone Clinical Research Studies

In collaboration with the University of Calgary, Alberta Health Services (AHS) is implementing a streamlined approach to help researchers obtain the AHS resources required for clinical research studies approved by the Conjoint Health Research Ethics Board (CHREB) at the University of Calgary.

Beginning February 1, 2016, the University of Calgary will provide notification of researcher's intent to use AHS resources and/or CHREB approval to the Provincial Research Administration team triggering the following administrative processes.

AHS Operational Approval

For studies requiring access to Alberta Health Services resources (e.g. access to AHS clinical areas, facilities, patients, staff, systems or data), the team will use the information in your CHREB application to consider AHS resource requirements and issue operational approvals as appropriate. As of February 1, 2016, you are *NO LONGER REQUIRED* to obtain signatures from AHS operational leads as part of the CHREB application.

Requests for AHS Data

If your study requires data from AHS and does not have a Clinical Trial Agreement with an AHS signatory, the AHS Provincial Research Administration team will use the information you submitted to the CHREB to prepare an HIA Research Agreement. You will be contacted after your study has received CHREB approval to finalize the HIA Research Agreement.

Requests for AHS IT System Access

If the research study requires access to the AHS network, shared drives, AHS proprietary system(s), or to Netcare, the AHS Provincial Research Administration team will organize the IT access for all personnel working on qualified studies. **New** personnel joining a study must complete an online *IT Access for Research* form. Please [click here](#) or visit <http://bit.ly/1NTJabJ> for a copy of the form.

Why are we doing this?

To provide knowledgeable assistance from a team of administrative professionals who understand Alberta's privacy legislation, and AHS' organizational structure and corporate policies. The new pathway enables researchers to focus on their study requirements and know that a dedicated team at AHS will assist with navigating the AHS environment and fulfilling their study's administrative requirements.

For more details related to the changes, please visit: <http://bit.ly/1SYO1Pp>.

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