

BUREC Reviewer's Checklist

Research Methodology

- Is the research question clearly stated and is the research design appropriate to the research question?
- Is there some educational value in the project which justifies the involvement of human participants?
- Is there enough information provided about the benefits of this research?

Data Collection Tools

- Are the research instruments – interviews, questionnaires, surveys, etc. – described in enough detail for you to assess their appropriateness and utility?
- Do the research instruments involve any personal, sensitive, or incriminating topics or questions?

Recruitment of Participants

- Are the criteria for the choice of participant population equitable? (i.e. no unjustified exclusions based on race, gender, culture, religion, sexual orientation, age, etc.)
- Are there any concerns about inappropriate incentives?
- Does the recruitment process violate the participant's privacy in any way?

Benefits and Harms

- Do the benefits of research outweigh the harms?
- Does participation in the study put the **participant** at risk (i.e. personal safety)?
- Does participation in the study put the **researcher** at risk (i.e. personal safety)?

Consent Form/Letter of Information

- Does the Consent Form adequately address/provide the following:

A statement that the individual is being invited to participate in a research project. Adequate rationale for exclusion

A statement on the research purpose/objective. Adequate rationale for exclusion

<input type="checkbox"/>	The identity and contact information for the researcher(s).	<input type="checkbox"/>	Adequate rationale for exclusion
<input type="checkbox"/>	Identity of the funder or sponsor, as applicable.	<input type="checkbox"/>	Adequate rationale for exclusion
<input type="checkbox"/>	A statement on the expected duration and nature of participation.	<input type="checkbox"/>	Adequate rationale for exclusion
<input type="checkbox"/>	A description of the research procedures.	<input type="checkbox"/>	Adequate rationale for exclusion
<input type="checkbox"/>	An explanation of the responsibility of the participant.	<input type="checkbox"/>	Adequate rationale for exclusion
<input type="checkbox"/>	A plain language description of all reasonably foreseeable risks and potential benefits, both to the participants and in general, that may arise from research participation.	<input type="checkbox"/>	Adequate rationale for exclusion
<input type="checkbox"/>	An assurance that prospective participants: <ul style="list-style-type: none"> • are under no obligation to participate and are free to withdraw at any time without prejudice to pre-existing entitlements; • will be given, in a timely manner throughout the course of the research project, information that is relevant to their decision to continue or withdraw from participation; and • will be given information on their right to request the withdrawal of data or human biological materials, including any limitations on the feasibility of that withdrawal. 	<input type="checkbox"/>	Adequate rationale for exclusion
<input type="checkbox"/>	Information concerning the possibility of commercialization of research findings, and the presence of any real, potential or perceived conflicts of interest on the part of the researchers, their institutions or the research sponsors.	<input type="checkbox"/>	Adequate rationale for exclusion
<input type="checkbox"/>	The measures to be undertaken for dissemination of research results and whether participants will be identified directly or indirectly.	<input type="checkbox"/>	Adequate rationale for exclusion
<input type="checkbox"/>	The identity and contact information of a qualified designated representative who can explain scientific or scholarly aspects of the research to participants.	<input type="checkbox"/>	Adequate rationale for exclusion
<input type="checkbox"/>	The identity and contact information of the appropriate individual(s) outside the research team whom participants may contact regarding possible ethical issues in the research.	<input type="checkbox"/>	Adequate rationale for exclusion
<p><i>NOTE: This may be the Brandon University Research Ethics Committee (BUREC) at (204) 727-9712 or burec@brandonu.ca.</i></p>			
<input type="checkbox"/>	An indication of what information will be collected about participants and for what purposes.	<input type="checkbox"/>	Adequate rationale for exclusion

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| <input type="checkbox"/> An indication of who will have access to information collected about the identity of participants. | <input type="checkbox"/> Adequate rationale for exclusion |
| <input type="checkbox"/> A description of how confidentiality will be protected. | <input type="checkbox"/> Adequate rationale for exclusion |
| <input type="checkbox"/> A description of the anticipated uses of data. | <input type="checkbox"/> Adequate rationale for exclusion |
| <input type="checkbox"/> Information indicating who may have a duty to disclose information collected, and to whom such disclosures could be made. | <input type="checkbox"/> Adequate rationale for exclusion |
| <input type="checkbox"/> Information about any payments, including incentives for participants, reimbursement for participation-related expenses and compensation for injury. | <input type="checkbox"/> Adequate rationale for exclusion |
| <input type="checkbox"/> A statement to the effect that, by consenting, participants have not waived any rights to legal recourse in the event of research-related harm. | <input type="checkbox"/> Adequate rationale for exclusion |
| <input type="checkbox"/> In clinical trials, information on stopping rules and when researchers may remove participants from trial. | <input type="checkbox"/> Adequate rationale for exclusion |

Privacy and Confidentiality

- Will the data be kept secure?
- Is there any adequate data management plan? (i.e. retention of data)
- How will confidentiality and/or anonymity be assured?
- Is there the possibility of material incidental findings?

Feedback

- Will the participants be advised of the research results?