The Principal Investigator is responsible for maintaining the study team composition within an ethics application; changes must be submitted prior to being implemented.

Note that:

1. When a member of the study team is changed, it will take effect immediately.
2. This activity is available only when the study is in state "Approved" or "Expired".
3. This activity is only available to the PI and people listed under section 6 on the Study Staff, Funding, Location (Study Identification) SmartForm page.
4. If new correspondence (i.e., letter or certificate) is required, the PI must submit a formal modification or send a request to the REB administrator and they will issue new correspondence.
5. Any changes to the study team will trigger a system notification to the ethics board and if additional information is required, you will be notified.

Note: All students, Medical Residents, etc., must upload their TCPS 2 certificate in their Researcher Profile in IRISS. Failure to do so will result in processing delays for modification and renewal requests. Additionally, ethics certifications may be suspended for approved studies.

The CORE Tutorial is a straightforward online course, which focuses on the TCPS 2 guidelines applicable to all research across disciplines and methodologies. Once the tutorial is complete, a certificate is issued that must be uploaded to the students Researcher Profile in IRISS. Register on the TCPS 2 website. When registering, use your institution email address (name @ucalgary.ca).