



## Call for Nominations for Vice-Chairs of the Committee for Harmonized Health Impact, Privacy, and Ethics Review (CHIPER)

Are you interested in a unique responsibility in the area of ethics and privacy review for health research?

**Research Improvements Through Harmonization In Manitoba (RITHIM)** is a new initiative led by Research Manitoba that seeks to redesign the process of ethics, privacy and institutional impact review in Manitoba.

As part of this process, the Provincial RITHIM Committee (PRC) is calling for nominations for Vice-Chairs of the **Committee for Harmonized Health Impact, Privacy, and Ethics Review (CHIPER)**. This committee consolidates the work previously performed by University of Manitoba's Health Research Ethics Board (HREB) and Biomedical Research Ethics Board (BREB), and the Province of Manitoba's Health Information Privacy Committee (HIPC).

Two Vice-Chair positions are available:

- CHIPER Vice-Chair (Health), and
- CHIPER Vice-Chair (Biomedical).

CHIPER is represented by two Chairs, who report through the PRC to the Research Manitoba Board. Each position is part-time (up to two days per week) and would take effect **June 3, 2020**. The initial appointment is for a three-year term, renewable once up to an additional three years.

CHIPER will commence operations in **Fall 2020**, with initial training and introductions beginning several months prior. CHIPER is a unique new initiative in establishing a centralized model for the review of ethics, privacy, and operational impact for health research in Manitoba. As a centralized committee, CHIPER will provide robust reviews of ethics and privacy, and will streamline the process for operational impact reviews. CHIPER serves the health research community in Manitoba, harmonizing over 25 different paper-based application processes into one streamlined process, supported by a newly created, innovative, multidisciplinary online platform.

### **Responsibilities of a CHIPER Vice-Chair**

The Vice-Chairs of CHIPER have the unique opportunity to support the Chairs of CHIPER in their work managing the committee, and in additional duties that safeguard the rights, privacy, and welfare of



participants in health research. In this support position, the Vice-Chairs' work ensures that CHIPER operates in accordance with all applicable regulations, guidelines, and policies governing Research Ethic Boards (REBs). In collaboration with the Chairs, these roles also work with PRC, the RITHIM Director, and Research Manitoba's CEO on the strategic direction and goals of the program, as well as on stakeholder relations and quality management activities. Administrative support to CHIPER is provided by the RITHIM operating division of Research Manitoba.

### **Qualifications**

The ideal candidates are experienced REB Vice-Chairs or members and/or researchers from an academic institution, research centre, or relevant government agency. They will demonstrate interest in and commitment to the role; a willingness to learn and continuously update knowledge and skills; teamwork and professionalism; the ability to manage workloads in a timely manner; and the ability to collaborate with and assist senior leads in the development of new initiatives. In addition, the ideal candidates should be familiar with online database submission software or be able to learn the technical requirements of this type of software quickly.

### **Nomination Process**

Nominations will be accepted up to end of day **April 3<sup>rd</sup>, 2020**. Nomination packages must include a curriculum vitae and cover letter summarizing the nominees' relevant experience and background, and clearly indicate a willingness to be nominated. Nominations should be sent to:

Tracey Maconachie, Provincial RITHIM Committee c/o Freyja Arnason, Manager, RITHIM

E-mail: [Freyja.arnason@researchmb.ca](mailto:Freyja.arnason@researchmb.ca)

For additional information, please refer to the Terms of Reference for a CHIPER Vice-Chair on the Research Manitoba website (insert link). *Note that the TOR is provisional. The terms have been reviewed by a working group, but have yet to be approved by the Provincial RITHIM Committee.*