**Process for the Clinical Research Registration Form (CRRF)**

**Complete Each Tab of the CRRF**

**Ethics Tab**
- Choose OHSN-REB, CTO or OCREB Application Platform
  - **Local OHSN-REB**
    - Complete the full OHSN-REB Ethics Application
    - Respond to REB Letter of Concerns in full
    - **OHSN-REB Ethics Approval Letter Issued**
  - **CTO Stream for CTO or OCREB**
    - Complete CTO Stream Ethics Application
    - Complete Ethics Tab & upload approval letters issued by CTO*
    - If applicable, items pending for institutional approval received

**Contracts Tab**
- Complete this tab to determine if a contract or agreement is required with external parties.
  - **Contracts Office Review of Contracts Tab is Complete**

**Departmental Notifications Tab**
- Determine departmental impacts and upload departmental signature pages. Examples:
  - Nursing
  - Diagnostic Imaging
  - EORLA
  - Pharmacy
  - Ophthalmology
  - Data Warehouse
  - REB review of the Notifications Tab is complete

**All Tabs of the CRRF have been reviewed and marked complete by the REB and Contracts Offices**

**Institution Approval Letter Issued (Official Study Start Date)**

*Note: Documents translated to French must be uploaded in the Ethics Translation Section of the CRRF within 90 days of OHSN-REB approval or within 90 days of CTO CIA approval.*