

CEBES – Appendix 3

Below, you find explanations regarding the CEBES Review Board (CRB).

The Review Board that is operative in the CEBES procedure works along the following principles:

- A major aim of CEBES is to ensure and improve the methodology and the advertence of ethical issues associated with empirical studies that do not need mandatory authorization according to the Human Research Act. In this way, the principal investigators also can communicate when publishing the results of a study that an ethical review process has been followed. (Usually, the following quote is used: “The study has been approved according to the ethical review process of the medical faculty of the University of Zurich (see http://www.ethik.uzh.ch/ibme/cebes_en.html for details).”).
- The CRB consists of 3-5 experts that have completed a PhD (or MD) and that have experiences both in empirical research and in ethics. The experts usually are recruited from the members or affiliated research fellows of the Institute for Biomedical Ethics and History of Medicine (IBME) of the University of Zurich, but they may also be recruited from other institutes of the University of Zurich.
- The members of the CRB as well as all relevant documents will be indicated on the website of the IBME.
- Usually, only one member of the CRB is responsible for reviewing an application in detail, but it may consult other members if needed. The members of the CRB organize themselves regarding who will check which application. If a CRB member is involved in one of the studies, it has to withdraw from reviewing this study.
- The CRB can also evaluate studies of other institutes of the medical faculty beside the IBME that do not need mandatory authorization according to the Human Research Act.*
- A copy of the CEBES checklists of all empirical studies that are conducted within the IBME will be archived (also the checklists of those studies that need mandatory authorization and those that are not evaluated by the CEBES review board).
- The CRB organized annually a course in which the most important principles for ethically conducting empirical studies are conveyed to PhD students and other members of the IBME as well as to other interested parties.
- The CRB will build up a case inventory of all reviewed studies and will discuss borderline cases with the Cantonal Ethics Committee (KEK) in order to improve demarcation of studies that need and that don't need mandatory authorization by the KEK.
- The CRB coordinates its procedures with similar institutions of the other faculties of the University of Zurich.

* In case that the CRB will be institutionalized further within the Medical Faculty of the University of Zurich, the issue of fees or other forms of compensation may be raised. This will be decided in coordination with the Dean of the Medical Faculty.