Is this project research, quality improvement, quality assurance or other?

Type of Project	Description	Approval Requirement
Research	**Research** is defined as "an undertaking intended to extend knowledge through a disciplined inquiry and/or systematic investigation" (TCPS 2). Research proposals/components include: • Background and justification • Purpose, Hypothesis, Objectives • Research design and statistical analysis plan (if applicable) • Procedures • References	Approval of research involving human participants (including both human data and tissue) by a Research Ethics Board (REB) is required except in very limited and specific circumstances.
Quality Improvement (QI)	**Quality improvement** (QI) is a continuous and ongoing effort to systematically improve processes and systems by applying a scientific framework. These projects seek to standardize processes and structure to reduce variation, achieve predictable results, and improve outcomes for patients, healthcare systems, and organizations. The four essential components of QI include: 1) Set SMART goals (IHI quadruple aims) 2) Establish Measures – process, outcome and balance 3) Select intervention – change 4) Plan-Do-Study-Act cycles	• Approval from operational/medical leaders. • Review and registration with Continuous Improvement and Performance Team.
Quality Assurance (QA) & Quality Control (QC) – (ISO 9001)	**Quality assurance** (QA) is defined as a part of quality management focused on providing confidence that quality requirements will be fulfilled. Examples: process checklists, project audits and methodology and standards development. **Quality control** (QC) is defined as a part of quality management focused on fulfilling quality requirements, i.e. a corrective tool focused on the quality of output. Examples: peer reviews, inspection, or validation	• Approval from operational/medical leaders. • Review and registration with Continuous Improvement and Performance Team. • Approval not applicable to programs in which QA/QC is an integral part of the business. (i.e. Medical Physics, FI Quality Assurance)
Other projects	A **project** has two key characteristics: 1) Any temporary endeavor with a definite beginning and end. 2) It is undertaken to create a product, service, or result that is unique (Project Management Institute). This category includes projects that do not fall under the definition of research, quality improvement, or quality assurance.	• Please check with operational/medical leaders regarding requirement of any approvals.

The PHSA Project Sorting Tool may be helpful in determining whether your project qualifies as Quality Improvement or Evaluation.

QI project submission via https://redcap.bccrc.ca/surveys/?s=8KPRCPNCNN8HY898

When in doubt as to whether a project requires research ethics review, the researcher or project lead shall seek opinion of the REB. The REB makes the final decision on exemption from research ethics review (reb@bccancer.bc.ca)