



Scientific Merit Review for Animal Use in Research

Terms of Reference

The Canadian Council on Animal Care (CCAC) requires independent, expert peer review for scientific merit prior to ethical review by the institution's Animal Care Committee (ACC). The proposed animal-based protocols should be appropriate for the research proposed and must meet institutional and CCAC guidelines.

Mandate and Membership

The Vice-President (Research) has delegated the authority for Scientific Merit Review to a Subcommittee of the Research Council consisting of Vice Dean of Research and Graduate Studies, Faculty of Medicine, Associate Deans of Research and Graduate Studies, Faculties of Pharmacy, and Science, and the Associate Vice President of Research, Marine Institute. Applicants will complete the [Request for Scientific Merit Review](#) and send the completed form to the Animal Care Committee Coordinator, at meritreview@mun.ca.

Process

The Scientific Merit Review Subcommittee is required to:

1. Identify two independent reviewers for each project. Reviewers may be from the Memorial University community or elsewhere
2. Provide the names of the reviewers to the Animal Care Committee Coordinator, who will contact the reviewer on behalf of the Subcommittee
 - a. Researchers can provide names of four possible reviewers for the Subcommittee
 - b. Reviewers cannot be
 - i. a current member of ACC
 - ii. a collaborator on the proposed project or on any project over the preceding 12 months
3. Assess the responses from the reviewer
4. Determine if the applicant needs to address any reviewer comments or questions
5. If yes, provide the comments or questions to the ACC coordinator to forward to the applicant
6. Assess responses of the applicant to reviewer outcomes
7. Notify the ACC coordinator of the results. The coordinator will notify the office of the VP (Research) and the ACC of the outcome.
8. The Subcommittee member from the Faculty where the applicant resides will not participate in the review process if there is any real or perceived conflict of interest.

In the event of an impasse, the Vice-President (Research) will determine the outcome in consultation with the Subcommittee, and may consult the Institution's Veterinarian for guidance.

Related documents:

[Request for Scientific Merit Review](#); [CCAC FAQ on Scientific Merit Review](#); & [CCAC Policy on Scientific Merit Review](#)