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## Laboratory Services for Research:

KHSC's Clinical Laboratory Services (Lab) can provide clinical laboratory support for clinical trials and other research projects. The Lab has access to sophisticated instruments and analyzers, up to date methodologies and techniques, and is a fully accredited safe laboratory environment. Researchers should have confidence that the data obtained is reliable and valid. The Lab's highly specialized technical and professional staff take every effort to ensure that research protocols are stringently followed to support all of the researchers' needs. Prior to any services being provided for your clinical trial/research project, all certifications (i.e. human ethics, animal care, biohazards) and hospital approvals must be in place using the Queen's University Research Services' TRAQ DSS FORM.

### STUDY REQUEST FORM AND TRAQ DSS FORM

Researchers need to submit a "*KHSC Laboratory Services Study Request Form*". The completed form must be **ATTACHED** to your TRAQ DSS FORM prior to submission to ensure that your clinical trial/research project is processed in a timely manner and to minimize any delays in initiating your clinical trial/research project once all approvals have been obtained. Please remember to check off "*KGH-Laboratories*" and/or "*HDH-Laboratories*" on the Approvals Tab of your TRAQ DSS FORM so that the Lab can sign off on your TRAQ DSS FORM based on the site(s) identified. We strongly encourage

<http://www.kingstonhsc.ca/research>

Contact:

[kgfri@kgh.kari.net](mailto:kgfri@kgh.kari.net)

(613) 549-6666, ext. 3344

researchers to contact the Lab in the early stages of their protocol and budget development to ensure that their studies are set up properly and researchers are aware of any laboratory costs associated with their research. Researchers are responsible for covering all laboratory costs associated with their clinical trial/research project above and beyond the standard of care

The “*KHSC Laboratory Services Study Request Form*” can be found at this link under [Forms](#).

Once your TRAQ DSS FORM is submitted, the Lab will be automatically notified of your TRAQ DSS FORM and the [Lab’s Research Coordinator \(Laura Webber\)](#) and Hospital Operational Director (Joyce deVette-McPhail) will review your documents and either approve “as is” or reach out to you for further clarification, if required. To contact the Lab regarding your TRAQ DSS FORM, please reach out [Laura Webber \(KGH Site ext. 3396 or \[Laura.Webber@kingstonhsc.ca\]\(mailto:Laura.Webber@kingstonhsc.ca\)\)](#) and/or Joyce deVette-McPhail (Queen’s ext. 32828 or [Joyce.deVette-McPhail@kingstonhsc.ca](mailto:Joyce.deVette-McPhail@kingstonhsc.ca)).

## LABORATORY SERVICES USER HANDBOOK

The “*Laboratory Services User Handbook*” contains information on all the laboratory tests and services that are offered through the different laboratories at KHSC. To access the “*KHSC Laboratory Services User Handbook*”, please go [here](#).

## LABORATORY LICENSE AND ACCREDITATION CERTIFICATE

The Lab is a fully accredited, licensed, and academic hospital laboratory. The Lab’s last accreditation review was in January 2017. The Lab’s annual laboratory licence is issued by the Ministry of Health and Long Term Care and classifies them to perform multiple tests. For a copy of the Lab’s licence and accreditation certificate, please click on the links below:

- ❖ [Laboratory License](#)
- ❖ [Certificate of Accreditation](#)