

REPUBLIC OF RWANDA

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MINISTRY OF HEALTH
P.O .BOX: 84 KIGALI
www.moh.gov.rw

Principal of College of Medicine and Health Sciences
CEO of KFH
DG of CHUK
DG of CHUB
Commandant of RMH

Re: Health related research authorization process for teaching staff.

We have noted misunderstanding related to doing research in Rwanda. Normally the ethical approvals have been decentralized to improve the process and even facilitate researchers who have ethics committee in University of Rwanda/ School of Medicine and Health Sciences.

The research authorization process doesn't delay if researchers observe the following guidelines:

With this letter I would like to recall the process especially for teaching hospitals and School of Medicine and Health Sciences (CMHS) community including HRH faculty members.

1. The researcher should generate a research proposal in conformity with Health Sector Research policy available on Ministry of Health website. A non Rwandan researcher should partner with a Rwandan and who has to be involved in the entire process for capacity building as Rwandan co-Investigator.
2. The Head of institution is mandated to use his services to check if this research is relevant and responds to the National Health Research Agenda and signed a "Note of Collaboration" this to make sure that this research will benefit to the Institution and the Health Sector.
3. After first and second steps, the researcher (s) are requested to submit the research protocol to Institutional Review Board of CMHS for Scientific and ethical review.
4. The last step is to submit the package of approved research protocol and all approval letters to Hon. Minister of Health for final approval and authorization.

The entire process normally should not exceed two months and I request all concerned institutions to speed up the process.

Sincerely,

Dr. Parfait Uwaliraye
Director General of Planning,
Health Financing and Information System

