

SHARON FREITAG

CAREER SUMMARY

Experienced leader, manager and researcher with demonstrated strengths in research ethics, project management and patient recruitment. Highly motivated individual with superior written, analytical, and interpersonal skills. Ability to work independently or as part of a team in a dynamic environment.

PROFESSIONAL EXPERIENCE

Senior Director, Research Ethics

May 2018 – present

Unity Health Toronto

Ontario

- Direct and lead the activities of the Research Ethics portfolio across three sites: St. Michael's Hospital, St. Joseph's Health Centre, and Providence
- Evaluate emerging regulatory and ethical requirements and advise on appropriate action
- Provide oversight, recruitment, direction, guidance and education to the Research Ethics Board (REB) membership and to the Research Ethics Office (REO) staff
- Provide strategic direction to the REB and REO
- Serve as a non-voting member of the REB
- Establish and implement organizational goals, objectives, policies and operating procedures
- Provide guidance and support to the REB Chair, Vice-Chairs, and Vice President, Research and Innovation
- Support oversight activities related to human research activities, including addressing compliance concerns and complaints oversight
- Oversee the quality assurance monitoring function
- Coordinate the generation, review and distribution of REB metrics
- Provide advice and leadership on complex risk management issues
- Develop and maintain senior level internal and external relationships with a range of contacts (e.g., University of Toronto, Health Canada, Panel on Research Ethics, Clinical Trials Ontario)
- Serve as Unity Health Toronto's representative on local, provincial, national and international research ethics initiatives

Director, Research Ethics Office

July 2010 – May 2018

*St. Michael's Hospital**Toronto, Ontario*

- Direct and lead the activities of the Research Ethics portfolio
- Lead the integration of the Research Ethics Boards and Research Ethics Offices of St. Michael's Hospital, St. Joseph's Health Centre, and Providence
- Provide oversight, recruitment, direction, guidance and education to the Research Ethics Board (REB) membership and to the Research Ethics Office (REO) staff
- Provide strategic direction to the REB and REO
- Serve as a non-voting member of the REB
- Establish and implement organizational goals, objectives, policies and operating procedures
- Provide guidance and support to the REB Chair, Vice-Chairs, and the Vice President, Research
- Lead the Clinical Trials Ontario qualification of the REB
- Serve as the St. Michael's representative on local, provincial, national and international research ethics initiatives

Manager, Research Ethics Office

May 2005 – June 2010

*St. Michael's Hospital**Toronto, Ontario*

- Manage and lead the activities of the Research Ethics Office and coordinate the activities of the Research Ethics Board (REB)
- Provide oversight, recruitment, direction, guidance and education to the REB staff
- Oversee, coordinate and serve as a non-voting member of the REB in the review of research proposals
- Establish and implement short and long term organizational goals, objectives, strategic plans, policies and operating procedures
- Provide guidance and support to the REB Chair and the Vice President, Research
- Coordinate and manage the review of Research Ethics Board applications through all stages of the approval process

Research Ethics Coordinator

January 2003 – May 2005

*St. Michael's Hospital**Toronto, Ontario*

- Coordinate and manage the review of Research Ethics Board (REB) applications through all stages of the approval process
- Assessment of REB submissions for scientific and ethical merit
- Ensure that researchers obtain and maintain ethics approval for human subject research in accordance with hospital policies and procedures, and national and international guidelines.
- Interpretation of REB policies, guidelines and practice
- Communicate and educate the Hospital research community on current and changing ethical issues, REB procedures and regulatory requirements

- Providing advice to investigators with respect to protocol submission, including written feedback
- Coordination of all aspects of meetings of the REB
- Ongoing maintenance of REB physical files and electronic database
- Supporting the activities of the REB, including organization of annual retreat and special projects
- Liaise with internal and external community to obtain interpretation on policy, share best practices and exchange information on research ethics issues

Research Assistant

January 2000 – January 2003

University Health Network

Toronto, Ontario

- Recruitment and data collection for a large multi-centre case control study
- Establishment of guidelines and procedures for recruitment and data collection
- Development of study questionnaire
- Coordination and liaising with study collaborators and personnel to meet study goals
- Developing and implementing methods to ensure data quality
- Initiate and maintain contact with medical personnel at all study sites to ensure ongoing cooperation on study
- Interviewing of study participants for the purpose of collection of epidemiologic data
- Assist in database design, and ongoing maintenance of both paper and electronic files in relation to the study
- Preparation of ethics submissions

Health Statistician

1989 – 1991

Department of Health

Government of the Northwest Territories

Yellowknife, N.W.T.

- Responsible for the coordination, collection and retention of health information for the Department of Health
- Directed the operations of the Community Health Management Information Systems (system utilized by the sixty-four health centres in the Northwest Territories)
- Conducted a review of the data collection methods utilized in the health centres, and recommended changes
- Directed the operations of the NWT Cancer Registry, including representing the NWT on the National Cancer Registry.
- Department of Health representative on health information committees both territorially and nationally
- Conducted various research project and established data banks for ongoing research projects
- Provided advice to the Deputy Minister, Medical Directors and Senior Health Officials as required
- Provided guidance to the five Regional Health Boards with respect to health information
- Trained and supervised a staff of eight

- Budget administration
- Assisted in the preparation of the annual publication 'Report on Health Conditions in the Northwest Territories'
- Provided advice to members of the Department of Health on improving data collection and retention methods

Health Researcher

1986 – 1989

*Government of the Northwest Territories
Yellowknife, N.W.T.*

- Research and collection of epidemiological data
- Development of methodology to assess and research health status and disease patterns
- Preparation of briefings, legislation and correspondence for the Territorial Epidemiologist and Deputy Minister of Health
- Supervision of the Health Registrar and summer students
- Development of the NWT Cancer Registry, and collection of mortality and morbidity data relating to cancer in the NWT population
- Ongoing maintenance of the NWT Cancer Registry, including coding and staging of oncology reports utilizing ICD-9CM and ICD-O
- Researcher on NHRDP Cancer Among the Inuit Project
- Acted administratively for the Territorial Epidemiologist while the position was vacant from November 1987 to February 1989

EDUCATION

Bachelor of Science

1984

Majoring in Genetics and Mathematics

University of Alberta

Edmonton, Alberta

PUBLICATIONS

- Gaudette, L.A., Freitag, S., Dufour, R., et al. Cancer in Circumpolar Inuit, Background Information for Cancer Patterns in the Canadian Inuit. *Acta Oncologica Scandinavica*. Volume 35, No. 5, 1996: 527-533.
- Gaudette, L.A., Gao, R-U., Freitag, S., Wideman, M. Cancer Incidence by Ethnic Group in the Northwest Territories 1969-1988. *Health Reports*, Volume 5, No. 1, Statistics Canada: 23-32.
- Gaudette, L.A., Dufour, R., Freitag, S., Miller, A.B. Cancer Patterns in the Inuit Population of Canada 1970 – 1984. In Postl, B.D., Gilbert, P., Goodwill, J., et al (editors). *Circumpolar Health 1990*. Winnipeg: University of Manitoba Press 1991: 443-446.

PUBLICATIONS...continued

- Freitag, S.C., Pim, C.P., Wideman, M. Cancer Registration and Trends in Cancer Incidence in the Northwest Territories. In Postl, B.D., Gilbert, P., Goodwill, J., et al (editors). Circumpolar Health 1990. Winnipeg: University of Manitoba Press 1991: 459-461.
- Gaudette, L.A., Miller, A. B., Freitag, S., Barreto, L.A.V. Cancer Patterns in the Inuit of Canada. Submitted to the National Health Research and Development Program as a final report to meet the requirements of a research grant.
- Epidemiology Unit (1988). Developing a Cancer Registry in the Northwest Territories. Chronic Diseases in Canada. Volume 9, Number 3, pp57-58, May 1988.
- Barreto, L., Rao, N., Freitag, S. Development of a Cancer Registry in the Northwest Territories and Trends in Cancer Mortality 1950 – 1986. Arctic Medical Research 47: Suppl, pp619-623, 1988.
- Egan-Lee, E., Freitag, S., Leblanc, V., Baker, L. Reeves, S. Twelve Tips for Ethical Approval for Research in Health Professions Education. Medical Teacher, 2011, Vol. 33, No. 4 : 268-272.
- Freitag, S., Ramlackhansingh, D., Mazer, D. Risks and Benefits of Data Sharing from Clinical Trials: Do Participants See Them the Way an Ethical Review Committee Thinks They Do. 6th World Congress on Research Integrity, Hong Kong: June 5, 2019

PROFESSIONAL ACTIVITIES

- President, Canadian Association of Research Ethics Boards (CAREB) 2010-2012
- Board Member, CAREB 2008-2013
- Co – Chair, Public Responsibility in Medicine & Research (PRIM&R) Membership Committee 2018- present
- Member, PRIM&R Membership Committee, 2016 – present
- Member, PRIM&R Workshop and Didactic Sub- Committee 2010 – 2016
- PRIM&R Poster Sub-Committee 2009
- Chair, CIHR Strategy on Patient-Oriented Research (SPOR): External Advisory Committee on Streamlining Health Research Ethics Review
- CAREB Administrator 101 – Session Co-Leader and Curriculum Development 2008 – 2019
- Member, CAREB Professional Development Committee 2008 – 2017
- Co-Chair Research Administrators Working Group, Toronto Academic Health Sciences Network Research Ethics Committee – 2008-2013
- Expert Witness at the Senate Committee hearing on Clinical Trials in Canada, 2012

PROFESSIONAL ACTIVITIES...continued

- Member, Clinical Trials Ontario Research Ethics Review Advisory Group
- Member, Advisory Group to Canadian Clinical Trials Coordinating Centre Executive Committee
- Member, Clinical Trials Ontario College of Reviewers

TRAINING

- San'yas Indigenous Cultural Safety – 2021
- Workplace Mental Health Certificate, Queen's University - 2020
- Health Canada Division 5 - 2021
- ICH Good Clinical Practice – 2021
- ORI Responsible Conduct of Research Instruction Workshop – 2017
- Tri-Council Policy Statement 2 (TCPS 2) CORE Tutorial – 2012
- Responsible Conduct of Research – 2012
- Harvard Bioethics Course – 2009
- Office for Human Research Protections (OHRP) Quality Assurance Workshop 2009
- University of Toronto, Rotman School of Management, Leadership Academy 2007

AWARDS

- CAREB President's Award – 2013
- St. Michael's Hospital Values in Action, Community of Service Award 200