



## WHRI Skidmore Goodman Research Wet Laboratory

### Investigator Request Policy

#### Purpose

The purpose of this policy is to outline the procedures and resources of the Women's Health Research Institute (WHRI) Skidmore- Goodman Laboratory for contracted experimental work requested by WHRI investigators whose primary location is the [BC Women's Hospital + Health Centre](#) (BCW) campus (including BC Children's Hospital). This policy complies with the UBC Research Safety Policies. The primary goal of this laboratory initiative is to serve WHRI researchers that do not have access to a wet laboratory to produce basic science preliminary data related to women's health, which may support future funding applications and larger studies.

#### Applicability

This policy applies to WHRI investigators located at BCW that seek access to the lab resources and have been approved to conduct research within the lab space. Experimental work will be performed by the WHRI Skidmore Goodman Lab staff only and will require a consultation to provide an overview of the individual study objectives. Contracted work must be less than 6 months long. Additional projects will require a new project inquiry, subject to approval. Projects requiring extended time may be granted in extenuating circumstances. Research Ethics Board approval must be obtained by the investigator(s). Biosafety requirements of the projects will be maintained under the lab's current biosafety certificate requirements.

#### Services offered

- Temporary cold storage of samples for processing and analysis
- Access to the following equipment:
  - Bench space for sample processing + molecular biology work
  - Step-OnePlus Real-time PCR
  - Multimode Plate Reader
  - NanoDrop One Spectrophotometer
  - ChemiDoc Imaging System
  - Nikon Eclipse Ni-E Microscope (brightfield and confocal) with NIS-Elements Advanced Research software
- Tissue culture room: biosafety cabinet (type II, type A2), liquid nitrogen storage

#### Services not offered

Virology research	Tissue banking
Radioactive research	Recruitment of participants

Animal breeding/research	Phlebotomy (see <a href="#">BC Women's Research Lab</a> )
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**Procedure to apply for experimental work**

1. The investigator(s) will submit an inquiry to the WHRI Skidmore Goodman Lab website and/or [WHRIWetLab@cw.bc.ca](mailto:WHRIWetLab@cw.bc.ca). This inquiry must outline the project proposal, funding, and equipment required. The request will be reviewed within approximately 14 business days. Lab staff will hold an initial meeting with the researchers to clarify the needs of the project, the associated costs, funding source, and the timeline of the project. Lab staff labour cost may depend on the scope of the experiments. After the initial meeting, the WHRI investigator must provide a final budget to the lab staff.  
**Note:** Projects must be planned such that they are completed in 6 months or less.
2. Materials/consumables will be purchased by the WHRI Skidmore Goodman Lab, based on the budget provided by the investigator.
3. All laboratory and experimental work will be conducted by the WHRI Skidmore Goodman Lab staff, as per the WHRI's current biosafety certificate requirements.
4. Lab staff will be available for consultation throughout the duration of the project. The investigator may request assistance with general protocol optimization and data analysis. There will be a fee associated with any protocol review.
5. All contracted experiment work conducted within the WHRI Skidmore Goodman Lab will be documented in a shared, secure electronic notebook via Microsoft OneDrive. This documentation will include experimental procedures, observations, raw data, etc.
6. At the conclusion of the project, the investigator(s) must provide a summary report to the WHRI, outlining the significant findings and observations from the research, including subsequent publication and future directions. This report will contribute to the ongoing knowledge base of the WHRI and may be used for stakeholder engagement.

**Freezer storage policy**

The WHRI Skidmore Goodman Lab does not offer biobanking services for extended sample storage. All stored samples must be relevant to the investigators' specific projects.

All experimental samples stored at the lab will be properly labeled and documented in inventory. The investigator must retrieve their samples within 4 weeks post project completion, after which lab staff may dispose of any remaining samples in accordance with established biosafety protocols.

Investigators may request for extended temporary storage in extenuating circumstances, subject to approval.