

RESEARCH BITE #2

DATE: February 2, 2016

RE: Health Records Chart Retrieval

Your research study may involve SHR Health Records Chart retrieval. Health Records will pull up to 100 charts per site, per study free of charge (as per Health Record Research Protocol). For example, if you are doing a study at St. Paul's Hospital, Royal University Hospital and Saskatoon City Hospital, you could pull up to 300 charts in total, 100 files from each site.

The file will be pulled for you but you are required to pull whatever information that you need from each file yourself. NOTE: The files cannot leave the Health Records department.

Please note that Health Records requires at least 48 hours' notice to retrieve charts. Please allow at least a week to have your files pulled if you will be working weekends.

Health Records cannot pull any charts for you until you have both your ethics approval and Operational Approval for your research. NOTE: If you are doing a case report and you are pulling a single file that you do not need ethics approval or operational approval. Health Records normally requires 24 hours' notice to pull a case file.

https://www.saskatoonhealthregion.ca/locations_services/Services/research/Pages/Research-Approval.aspx

To save time before you even begin your research you might want to talk to Aimee Goss in Health Records to make re that the data that you are looking for has been adequately captured.

For more information please contact:

Aimee Goss, CHIM
Health Information Analyst, Health Record Services
RUH, Saskatoon Health Region
(306)655-1725
aimee.goss@saskatoonhealthregion.ca



Karen E. Mosier,
Research Coordinator,
Department of Surgery

Email: karen.mosier@usask.ca
Phone: 306-966-8935