

Intellectual Property	Manual:
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Approving Authority: <i>Keith Dewar</i>	Revision Dates: <i>Date reviewed</i>
Classification: <i>Governance</i>	
Contact for Interpretation: <i>Director, Research and Performance Support</i>	
Source: <i>Research and Performance Support</i>	

See related procedure: Procedure for Policy on Intellectual Property

1.0 Policy

- 1.1 This policy is designed to govern the identification, management, commercialization, and publication of research, discoveries, and innovations created within the Regina Qu'Appelle Health Region (RQHR).
- 1.2 The RQHR retains all intellectual property rights for any research or innovation created or developed through the use of RQHR facilities or resources, unless otherwise agreed to on a case by case basis. In the absence of a prior agreement or contracted terms, all intellectual property originating within the RQHR will be the property of RQHR.
- 1.3 Shared rights to intellectual property for sole and collaborative enterprises will be negotiated with the party(ies) and the RQHR Vice President, Knowledge and Technology Services.
- 1.4 This policy applies to:
 - All (full time, part time, casual, and contract) employees of the RQHR;
 - Any persons training or teaching within the RQHR who are not employees;
 - Any persons or discoveries made outside of the RQHR with the use of RQHR data

2.0 Purpose

- 2.1 The intent of this policy is to secure the property rights of individuals and teams, while establishing the RQHR as an institution of excellence in knowledge dissemination and commercialization of innovation.
- 2.2 Efforts to disseminate and transfer information and technology are at the centre of the Intellectual Property (IP) policy. Moreover, within the research and discovery enterprise, it is important to ensure that IP rights are properly attributed to all those who are responsible for the development of the IP. This policy requires that the contributions of all parties are appropriately recognized and IP ownership is secured.

3.0 Responsibilities

- 3.1 The RQHR Research and Performance Support department is responsible for reviewing the contracted terms that involve the use of regional resources and outside agencies.
- 3.2 The RQHR will promote, preserve, and encourage discovery and research.
- 3.3 The RQHR will ensure compliance with applicable laws and regulations necessary to support sponsored research funding at all levels, such as the *Canadian Patent Act* and the *Copyright Act*.
- 3.4 Region personnel will inform the RQHR Research and Performance Support department of any research collaborations with internal or external partners which involve RQHR resources or facilities.
- 3.5 The RQHR and Personnel will jointly ensure that the commercial results or acknowledgements are distributed in a fair and equitable manner that recognizes the contributions of the creators, the RQHR, and any other stakeholder.
- 3.6 Region personnel and/or anyone who has used RQHR data or resources will acknowledge the RQHR in any publications or presentations.

4.0 Definitions

- 4.1 **Intellectual Property (“IP”)** – refers to an expressed idea, “creation of the mind,” or a manifested but intangible asset, over which an individual has an exclusive claim.
- 4.2 **Intellectual Property Rights** – various avenues through which to acknowledge and secure intellectual property, such as copyright, trademarks, trade secrets, computer coding, and industrial designs.
- 4.3 **RQHR Resources and Facilities** – include, but are not limited to, physical structures, laboratories, capital equipment, human biological materials, personal health information, services, and personnel.

4.4 Region Personnel – any person employed, training, or teaching in the RQHR, or using RQHR resources or facilities, including but not limited to:

- a) RQHR employees;
- b) practitioner staff;
- c) contractors;
- d) students;
- e) residents;
- f) volunteers; and
- g) RQHR Research Associates.

5.0 Revision History

This is a new policy.