



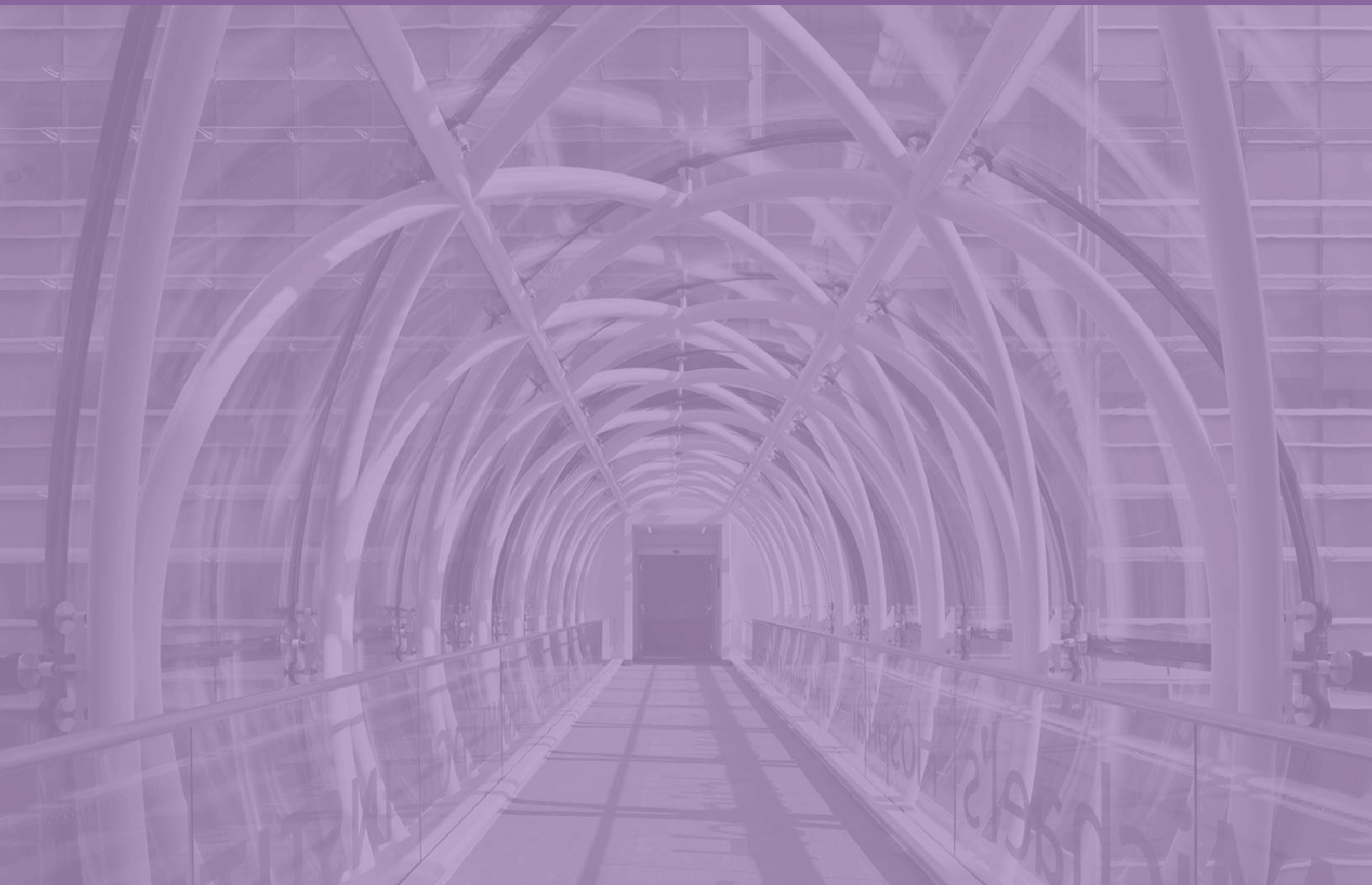
ST. JOSEPH'S • ST. MICHAEL'S • PROVIDENCE

UNITY HEALTH
TORONTO

Getting Started






Keenan Research Summer Student

Volunteer



Who are Keenan Research Summer Students? There are opportunities for full-time undergraduate students and high school graduates who are enrolled in a relevant undergraduate program as well as full-time medical students to conduct research under the supervision of a Unity Health Toronto researcher.

Steps: Keenan Research Summer Student (Volunteer) Registration

-   Online Registration
-   Training
-  Activate UHT Email – you will receive an email with instructions after you complete registration

Part 1: Online Registration

Create an Account

Visit <https://students.unityhealth.to/public/login> to get started! Please note that the term 'student' is set in the system. If you're not a student, this language still applies if you're a research registrant.

Scroll down to *New Student? Register here!* and click on **register**. Make sure to register using your personal or University email (**do not use your Unity Health Toronto email!**).

Verify your email address: check your inbox for a verification link.

If you are a returning student and have already completed a profile, please contact KRSS.Program@unityhealth.to.

Fill in your basic information, local address, emergency contact and click on **agree** after you have read the code of conduct and privacy and confidentiality agreement.

My Placements

Click on **MY PLACEMENTS** on the left menu. Click on **create placement** at the top of the page.

Please note once you click submit; you will not be able to edit any of the information in this section.

Modify Site/Student Type

Select  or . Under **student type**, select **research**. Code of conduct policy schedule A will appear, select **Agree**. Review the privacy and confidentiality agreement and select **Agree**.

For **research title**, select **Keenan Research Summer Student**.

Supervisor Details

Fill in your St. Michael's supervisor's details (**name** and **email**). If you have a research program manager, please fill in their details as well (**name** and **email**).

Placement Information

Fill in your **start** and estimated **end date** (please check with your supervisor prior to filling in these dates).



Placement Conflicts of Interest

Please answer these two questions listed in this section and click on [submit](#).

Click on **MY REQUIREMENTS** in the left navigation menu. Please complete the following courses:

Unity Health Courses:

- a. Research Privacy Training
- b. I-PAC e-learning Module
- c. WHMIS
- d. Workplace Violence
- e. AODA Customer Service and Integrated Accessibility Standards
- f. Hand Hygiene
- g. Worker Health and Safety
- h. Infection Prevention and Control
- i. COVID-19 Attestation

My St. Michael's Courses:

- j. Fire and Safety

Part 2: Complete your Registration

Please email the following to KRSS.Program@unityhealth.to:

- PI package of forms (must be signed by both PI and student) – <https://research.unityhealth.to/wp-content/uploads/2023/05/PI-forms-for-Volunteers-March-2024updated.pdf>
- Confirmation of enrollment in an undergraduate or medical school program. This can be in the form of an offer letter, transcript or screenshot of course enrollment
- Resume/CV
- Scanned Photocopy of 2 pieces of government-issued ID (see below for acceptable ID).
- On the first day of work, a copy of the [immunization form](#) must be sent to CHSS@smh.ca
- Proof of confirmation of COVID vaccinations (2 doses)

ACCEPTABLE ID FOR SECURITY

As per eHealth Ontario specifications, individual seeking security credentials at Unity Health Toronto must present an identity document chosen from the list of Primary Identity Documents below, and a second document chosen from either of the lists below.

Primary Identity Documents

- Birth Certificate issued by a Canadian Province or Territory
- Canadian Certificate of Birth Abroad
- Certificate of Canadian Citizenship
- Canadian Certificate of Indian or Metis Status
- CANPASS
- Citizenship Identification Card
- Driver's Licence
- Firearm Registration Licence
- Certification of Naturalization
- Nexus
- A valid Passport issued by a foreign jurisdiction
- Canadian Passport
- Confirmation of Permanent Resident (IMM 5292)
- Permanent Resident Card
- Statement of Live Birth from Canadian Province (Certified Copy)
- Citizenship and Immigration Canada-Refugee Protection Claimant Document
- Canadian Permanent Resident Card
- Ontario Photo Card

Secondary Identity Documents

- BYID Card (Formerly Age of Majority Card)
- Canadian Convention Refugee Determination Division Letter
- Canadian Employment Authorization
- Canadian Immigrant Visa Card
- Canadian Minister's Permit
- CNIB (Canadian National Institute for the Blind) Photo Registration Card
- Canadian Police Force Identification Card
- Canadian Student Authorization
- Certificate issued by a government ministry or agency
- Current Employee Card from a Sponsoring Organization
- Federal, Provincial, or Municipal Employee Card
- Other Federal ID Card, including Military
- Judicial ID Card
- Document showing the registration of a legal change of name accompanied by evidence of use or prior name for the preceding 12 months.
- Old Age Security Card
- Ontario Ministry of Natural Resources Outdoors Card
- Current Registration Document from the College of a Health Profession
- Current Professional Association Licence/Membership Card for any Regulated Health Profession
- Record of Landing (IMM 1000)
- Student Identification Card
- Union Card
- Blind Persons Right Act ID Card