



Human Research Ethics Committees

NOTICE TO RESEARCHERS AND STUDENT RESEARCHERS WHO NEED APPROVAL FROM AUSTRALIAN NATIONAL UNIVERSITY AND ACT HEALTH HUMAN RESEARCH ETHICS COMMITTEES

We are pleased to announce that from June 2015 there will be a streamlined process for researchers and student researchers requiring ethics approval from these two committees. The group of researchers to whom this requirement typically applies includes

- researchers who conduct research at ACT Health sites, including The Canberra Hospital;
- researchers, whether employed by ANU or ACT Health, including honorary appointments, whose research involves access to patients, patient records, facilities and resources of ACT Health; and
- researchers who are employed by ACT Health and who have an appointment, including honorary appointments, at the ANU.

Student researchers would typically have research supervisors as co-investigators, so their requirements under this process would be the same as those applying to their research supervisor.

Researchers involved in multi-site studies that include ACT Health with patients falling under the jurisdiction of another Human Research Ethics Committee (e.g. from another state health department) will need to seek approval from ACT Health as well as other relevant HRECS. A streamlined process is in place across several HRECS for multi-site clinical trials but this is not presently available through ACT Health. ANU will treat such multi-site studies under an expedited process once the other HRECS' approval has been given.

Note also that HREC approval is not generally required for work for which there is no intention to publish, for example evaluation, quality assurance or quality review/improvement projects.

The new process is as follows:

1. Submit application to either ACT Health Human Research Ethics Committee (ACTH HREC) or to ACT Health Low-Risk Sub-Committee (LRSC) on the forms available on the ACT Health HREC website.
2. Submissions to the ACTH HREC will require a research plan or protocol. Suggested templates are available on the ACTH HREC website.
3. Participant Information and Consent forms are to reference approval from ACTH HREC and provide contact details for the secretariat office (see ACTH HREC website).
4. Once approved by ACTH HREC or LRSC, submit the same documentation together with a copy of the approval letter as attachments to an EI protocol application to the Australian National University (ANU) HREC for expedited cross-institutional approval.

Note that all ANU researchers remain subject to the provisions of the ANU Code of Research Conduct and ACT Health Employees are subject to relevant employment conditions and ACT Health Research Practice Policy



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For researchers who have inadvertently completed ANU HREC forms before submitting to ACTH HREC or LRSC, these two committees will accept the ANU application forms with additional information provided using the ACTH HREC application cover sheet.

Application forms, templates and additional information are available on both ACTH and ANU Ethics Office websites. Queries can be directed to the committee secretaries.

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[research-ethics-and-governance](http://health.act.gov.au/research/human-research-ethics-and-governance)

We hope that these new arrangements will simplify processes for researchers and student researchers and avoid duplication of effort in filling out forms.

Handwritten signature of Michael Martin in black ink.

Professor Michael Martin PFHEA
Chair
Australian National University HREC

Handwritten signature of Louise Morauta in black ink.

Dr Louise Morauta PSM
Chair
ACT Health HREC and LRSC