

# RESEARCH ETHICS & GOVERNANCE UPDATE

RBWH Research Services will be providing regular updates to Metro North researchers on processes, changes, etc., as well as providing information which may assist in submitting applications to the HREC.

This first update will include information on the new Annual Reporting process and conditions for ongoing ethical approval of research studies and the Ethics and Governance Information Clinics.

## Changes to Annual HREC Research Reporting Requirements

Following a consultation looking at ways in which research may be facilitated, Metro North Hospital and Health Service is introducing a new process relating to the submission of Annual HREC Reports and the expiry dates for approved studies. This will see a single date for the submission of all annual reports and removal of the need to seek an extension to HREC approval for projects, as long as a complete annual report is provided by the due date.

As of 1 January 2020, the Principal Investigator will be required to report to the respective HREC annually **by 30 April in that year** in the format specified from time to time in the Metro North Ethics and Governance webpage at: <https://www.health.qld.gov.au/metronorth/research/ethics-governance/post-approval-reporting/default.asp>

Continuation of Ethical approval will now be contingent upon the receipt of a complete Annual Report, as well as meeting the requirements as set out in the original approval letter.

Submission dates for Annual Reports will be as follows:

Report due date	Submission date
1 July 2019 - 31 December 2019	Submit by due date
1 January 2020 - 31 December 2020	Submit by 30 April 2020
1 January 2021 - 31 December 2021	Submit by 30 April 2021

For further information or clarification please contact the HREC Coordinators at either:

RBWH: [RBWH-Ethics@health.qld.gov.au](mailto:RBWH-Ethics@health.qld.gov.au) Ph: 07 3646 5490  
 TPCH: [ResearchTPCH@health.qld.gov.au](mailto:ResearchTPCH@health.qld.gov.au) Ph: 07 3139 4500

## Research Ethics & Governance Information Clinics

Are you thinking of starting a research project at the RBWH? Before you begin the submission process, come to an Information Clinic to obtain advice on ethical and governance requirements. Staff from the Human Research Ethics Committee (HREC), Research Governance Office (RGO) and Finance Section are available to provide advice.

The Clinics are held on a Tuesday and Wednesday morning each week, with 2 x 30 minute timeslots available on both days, beginning at 9.00am.

Appointments can be made through the Research Governance Office – telephone: 3646 4301.