UNIVERSITY OF NEWCASTLE
HUMAN RESEARCH ETHICS COMMITTEE
INITIAL APPROVAL SUBMISSION
FOR
INFT3800 – PROFESSIONAL PRACTICE IN IT

A. Protocol Identification

a. Project Title
b. Project Summary
c. Duration of the project
d. Research Personnel

B. Type of research

Yes	No	Does your project involve:
		Research to be conducted outside Australia involving participants
		Research on workplace practices or possibly impacting on workplace relationships
		Deception or limited disclosure to participants
		Access to existing data sets, databanks, or human tissue banks
		Collection, extraction or use of human tissue (including cell lines), blood or other body fluids
		Access to personally identifiable information / records / human tissue samples (including cell lines other than those acquired commercially) without specific consent from the individuals to whom the information/records relate
		Human genetic testing / research
		A cellular therapy
		Exposing participants to ionising radiation
		Clinical trial under the CTN or CTX scheme
		Use of gametes or use or creation of embryos
		Use of drugs; alternative / complementary therapies or care; or surgical, or other therapeutic or diagnostic procedures and devices
		*Other type of research not covered above *Note: You must tick Yes if you have answered 'No' to all of above*

C. Research population

The category and source of participants being sought for this research are:
Select all that apply even if there will not be direct contact with the participants. You must select at least one.

	Adults 18 years of age or older
	Children, or young people under 18 years who are not University students
	A focus on Aboriginal and Torres Strait Islander (ATSI) peoples, groups, communities or issues
	A focus on women who are pregnant, and/or research involving the human foetus
	A focus on people with a cognitive impairment, an intellectual disability, or a mental illness
	Adult participants who will not be competent to give consent are expected to be recruited
	People highly dependent on medical care who may be unable to give consent, eg unconscious or too ill
	The general public
	Students or staff of University of Newcastle

	Students or staff of other universities / colleges
	School children, ie recruited through schools
	Volunteer registers or databases
	Members of particular community groups/ organisations
	Employees of particular organisations
	Clients / patients of health service providers
	Hospital in-patients
	Clients of organisations / community services
	Prisoners or those held in detention
	People who have a sight or hearing impairment
	People with a specific health condition
	People in a dependent or unequal relationship with the researchers
	Participants not proficient in the English language
	Records / information about people without contact with those people
	Human tissue collections without contact with the donors
	People who could be exposed to civil, criminal or other proceedings as a result of the research
	Other

D. Research Methods/Techniques

The research methods / techniques to be used in the research are:

Select all that apply. You must select at least one.

	Computer based tests
	Data linkage
	Focus groups
	Interviews face-to-face
	Interviews telephone
	Internet / web based research
	Observation of people
	Covert observation
	Photographs of people
	Physical activities / exercises / tests
	Psychological tests
	Questionnaire / survey / diary anonymous
	Questionnaire / survey / diary identifying
	Record / document analysis
	Taping audio / video
	Access to and/or use of information from a Commonwealth Agency Access to and/or use of information from a private sector organisation
	Case study
	Case-control study
	Epidemiological or other quantitative research
	Qualitative research
	Randomised controlled trial
	Intervention study
	Administration of drug / medicine (incl complementary / alternative)
	Use of a placebo
	Use of a medical device
	Human stem cell therapy

	Other

E. Consent process

What method(s) of consent will be used to enable the research to be conducted?

Select all that apply. You must select at least one.

	Written informed consent
	Recorded informed consent
	Parent / Guardian / Carer consent
	Child's assent with parent / guardian consent
	Young person 16-17 years consent
	Child < 16 years consent
	Organisational consent, ie from a CEO, Director, Manager, Principal, etc.
	Implied consent
	Retrospective consent
	Waiver of informed consent sought Waiver of parent / guardian consent sought
	Existing consent
	Other

F. Research sites

List the research sites, ie the communities / schools / hospitals / organisations etc from which participants will be sourced.

If more than 10, give number and type, eg "12 NSW government primary schools in the Hunter region".

G. Participants numbers

a. What is the total number of participants to be recruited at all sites involved in the research? _____
b. What is the total number of participants covered by this application? _____
c. What is the rationale for that number?

H. Project details

In the following sections, provide a brief 'plain English' description of the project.

a. Background to project
b. Aim/Hypotheses
c. Potential values of significance of the research

I. Participants

How, and by whom, will potential participants be selected

a. Contacted and Recruited
b. Detail the procedure to be used to ensure voluntary and informed consent
c. Inclusion and exclusion
   **List the inclusion and exclusion criteria*
d. What is required of participants

J. Analysis and reporting

a. How information gathered will be analysed
b. How the research will be reported/disseminated

K. Storage access and disposal of data

Detail the mechanism that will be in place to ensure appropriate storage, access and disposal of data.

L. Confirmation

Information I have provided in this submission is accurate and complete. ☐

M. Declaration

In making this submission, I declare that:

- The application is ONLY to fulfil the course assessment requirement of INFT3800 – Professional Practice in IT.
- The research protocol in this submission conforms to the National Statement on Ethical Conduct in Human Research, 2007, which I have read.
- I undertake to conduct the research in accordance with the approved protocol, the National Statement, relevant legislation and the policies and procedures of the University of Newcastle.
- Where I am the project supervisor for the research described herein which will be conducted by a student of the University of Newcastle, I declare that I have provided guidance to the student in the design, methodology and consideration of ethical issues of the proposed research.
- I make this application on the basis that the information it contains is confidential and will be used by the course coordinator of INFT3800 at the University of Newcastle for the purposes of ethical review and monitoring of the research project described herein, and to satisfy reporting requirements to regulatory bodies. The information will not be used for any other purpose without my prior consent.