

WESTERN SYDNEY
UNIVERSITY
Research


HUMAN RESEARCH ETHICS

Embedding ethics into all aspects of human research –
from design to ethical research practice



The Magic Button

Staff innovation to take admin processes
from s..l..o..w.. to woohoo!

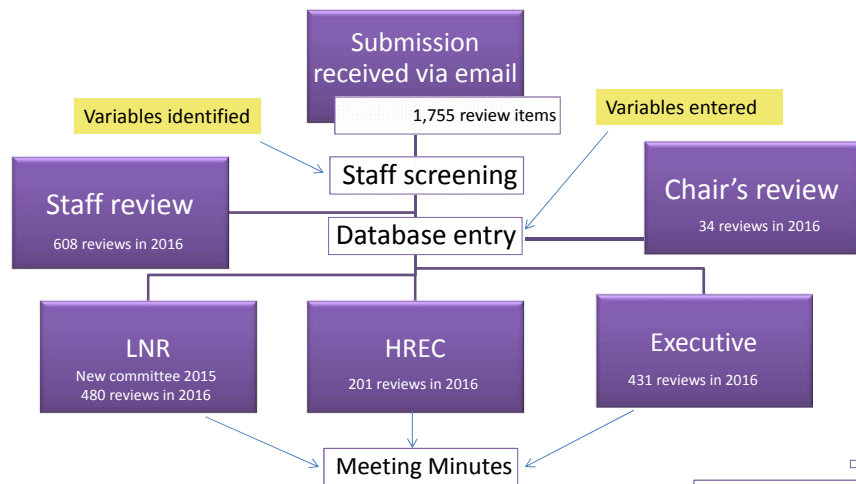


Presenters
Alison Dayes
Research Administration Assistant, REDI
Merrilee Kessler
Human Research Ethics Officer, REDI
3rd Human ethics team member
Kimberley Pangilinan, REDI



(Wikipedia)

Ethics Review Workflow 2016



Step 1: The ethics team respond to a changing and challenging environment and create a work brief



- 1.1 Proactively respond to new challenges
- 1.2 Consult with immediate stakeholders
- 1.3 Identify the ideal way forward
- 1.4 Agree on process and terminology

New Challenges and the Variables

Variables	
1 What risk level?	10 Is it time critical?
2 Which review path?	11 Agenda order
3 Which meeting date?	12 Which reviewers as lead? Choices – 14 HREC; 14 LNR; 5 Executive
4 Research merit review required or	13 One reviewer assigned at the HREC should be the reviewer at the Executive.
5 No research merit?	
6 New application –	14 Amendment
7 NEAF or HREA?	
8 Response –	15 Amendment response
9 NEAF or HREA?	

Step 2: The ethics team work out how they can manage their increasing workload without additional money or staff.

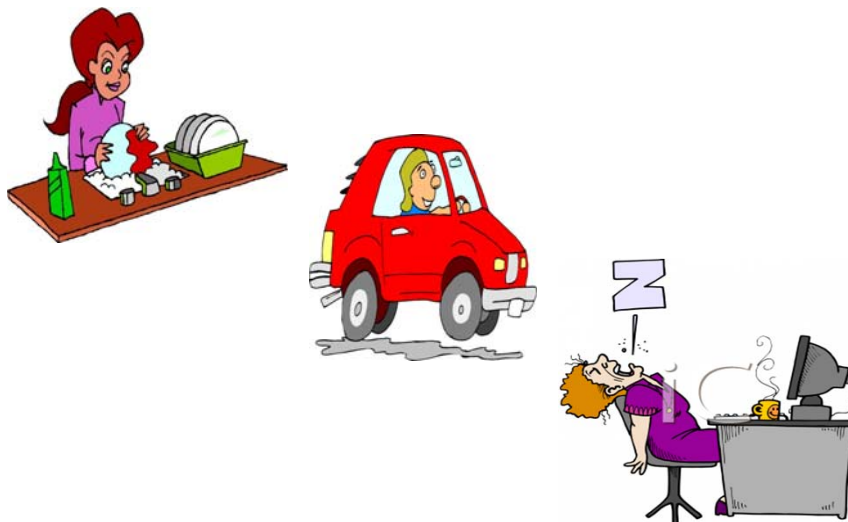


- 2.1 Identified staff expertise
- 2.2 Requested IT support
- 2.3 Investigated the existing database
- 2.4 Scoped and prioritised the proposed changes

Our Principles

1. Determine “Variables” as early as possible
2. Each unique piece of information should only be entered once
3. Automate everything that can be automated

Automate Everything



Pre Magic Button – slow...

Human Ethics Management v 1.17.05.06

Ethics UID: H11301 Title: The Magic Button: Exploring the effect of automation on efficiency

Old Ref: 12

Joint Application: ☐ External Approval: ☐ Approval Date: Expiry Date:

Commercial In Confidence: ☐ Funded: ☐ Teaching: ☐ Risk: Low 1 - LNR Trim Ref No: 15122456

School: School of Nursing and Midwifery

Human Research Type: Quantitative and Qualitative Research

Animal: ☐ Permit Required: ☐ Split Procedure: ☐ ARA Expiry Date:

Applied % Strategic % Experimental % Basic %

Researchers

Researcher	Position	R/S/E	School
Ms. Smith Jane	Principal Supervisor	Res	School Of Nursing And Midwifery
Mr Anyman Steve	Chief Student	Stu	School Of Social Sciences And

Ethics Status

Status	Initiate Date	Duration	Comments	Assigned User
Application - Received from Researcher	27/06/2015	Duration: 2 Years		Research Admin
Sent to Committee	17/07/2015			Research Admin

Save Exit

Pre Magic Button – slow...

Human Ethics Management v 1.17.05.06

Ethics UID: H11301 Title: The Magic Button: Exploring the effect of automation on efficiency

Old Ref: 12

Joint Application: ☐ External Approval: ☐ Approval Date: Expiry Date:

Commercial In Confidence: ☐ Funded: ☐ Teaching: ☐ Risk: Low 1 - LNR Trim Ref No: 15122456

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Researchers

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Ethics Status

Status	Initiate Date	Duration	Comments	Assigned User
Application - Received from Researcher	27/06/2015	Duration: 2 Years		Research Admin
Sent to Committee	17/07/2015			Research Admin

Save Exit

	A	B	C	D	E	F
1	AGENDA_ITEM	ETHICS_UID	ETHICS_TITLE	RISK	CHIEF_INVESTIGATOR	CHIEF_STUDENT
2	New Application	H15123	Benefits of low	Low 1	Jane Smith	John Smith
3	New Application	H15124	Promoting Con	Low 1	Xander Harris	
4	New Application	H15125	The Role of Far	Low 1	Willow Rosenberg	
5	New Application	H15123	Benefits of low	Low 1	Jane Smith	John Smith
6	New Application	H15124	Promoting Con	Low 1	Xander Harris	
7	New Application	H15125	The Role of Far	Low 1	Willow Rosenberg	
8	Response	H15126	Project 1 - Com	Low 1	Rupert Giles	Joyce Summers
9	Response	H15127	Advancing XRT	Negligible	Cordelia Chase	
10	Response	H15128	Methodology t	Negligible	Dawn Summers	
11	Amendment	H15129	An examinatio	Low 1	Anya Jenkins	Marc Blucas
12	Amendment	H15130	The impact of	Low 1	Tara Maclay	
13	Amendment	H15131	The use of mot	Negligible	Jane Smith	John Smith

Pre Magic Button – Reviewer Summary

REVIEW SUMMARY					
(Individual summary on second tab)					
Application Summary					
	Order in Agency	Application No.	Lead Reviewer	Second Reviewer	Third Reviewer
Response	12	H11008	Evan	Mel	Liz
	13	H11134	Jan	Michele	Liz
	14	H11161	Liz	Glenn	Mel
Amendment	11	H10427	Michele	Mel	Evan
New Applications	1	H11171	Penny	Jan	Michele
	6	H11179	Liz	Paddy	Federico
	10	H11180	Federico	Penny	Jan
	9	H11189	Evan	Glenn	Liz
	5	H11190	Penny	Mel	Michele
	4	H11191	Paddy	Evan	Mel
	8	H11192	Glenn	Liz	Evan
	2	H11193	Mel	Jan	Paddy
	3	H11194	Penny	Michele	Glenn
	7	H11195	Jan	Federico	Penny

Step 3: The ethics team develop new workflow functionality



- 3.1 Identified new requirements or variables
- 3.2 Identified unused capacity in the current system
- 3.3 Planned possible workaround
- 3.4 Prepared appropriate scripts and macros
- 3.5 Tested and refined the scripts and macros
- 3.6 Piloted the change in the work environment

First Iteration - System

The screenshot displays a web-based ethics application system. The top section shows the application title 'The Magic Button: Exploring the effect of automation on efficiency' and various metadata fields like 'Ethics Uid', 'Old Ref', 'Approval Date', and 'Expiry Date'. Below this, there are sections for 'Researchers' and 'Ethics Status'. The 'Ethics Status' section is highlighted with a red box, showing a table with columns for 'Status', 'Initiate Date', 'Comments', and 'Assigned User'. The first row in the table is 'Sent to Committee' with an initiate date of '17/07/2015' and an assigned user of 'Research Adm'. The interface includes navigation tabs at the bottom: 'Links', 'Comments', 'User Actions', 'Status', 'Forms', 'Save', and 'Exit'.

First Iteration - Agenda Output

New Application	
Application No.	H11381
Proposal Title:	The Magic Button: Exploring the effect of automation on efficiency
Chief Investigator or Supervisor:	Jane Smith
Chief Student	Steve Anyman
Risk Level:	Low 1 - LNR

New Application	
Application No.	H11382
Proposal Title:	Title of my Human Ethics Research Project
Chief Investigator or Supervisor:	John Smith
Chief Student	
Risk Level:	Low 1 - LNR

New Application	
Application No.	H11383
Proposal Title:	Name of my Human Ethics Research Project
Chief Investigator or Supervisor:	Xander Harris
Chief Student	
Risk Level:	Negligible

Adding Items to Dropdowns

Ethics Status

Status	Initiate Date	Comments	Assigned User
Application - Received from Research	27/06/2016	Duration: 2 Years	Research Admin
Sent to LNR	17/07/2016		Research Admin
Research Merit Completed	27/06/2017	External Competitive Funding	Research Admin
HREA Submitted	26/06/2016		

Save Exit

Adding Dropdowns and Comments

Ethics Status

Status	Initiate Date	Comments	Assigned User
Application - Received from Research	27/06/2016	Duration: 2 Years	Research Admin
Sent to LNR	17/07/2016		Research Admin
Research Merit Completed	27/06/2017	External Competitive Funding	Research Admin
HREA Submitted	26/06/2016		

Save Exit

Adding Items to Dropdowns

Ethics Status

Status	Initiate Date	Comments	Assigned User
Application - Received from Research	27/06/2016	Duration: 2 Years	Research Admin
Sent to LNR	17/07/2016		Research Admin
Research Merit Completed	27/06/2017	External Competitive Funding	Research Admin
HREA Submitted	26/06/2016		

Save Exit

Adding Items to Dropdowns

Ethics Status

Status	Initiate Date	Comments	Assigned User
Application - Received from Research	27/06/2016	Duration: 2 Years	Research Admin
Sent to LNR	17/07/2016		Research Admin
Research Merit Completed	27/06/2017	External Competitive Funding	Research Admin
HREA Submitted	26/06/2016		

Save Exit

Adding Items to Dropdowns

Ethics Status

Status	Initiate Date	Comments	Assigned User
Application - Received from Research	27/06/2016	Duration: 2 Years	Research Admin
Sent to LNR	17/07/2016		Research Admin
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Save Exit

Adding Items to Dropdowns

Ethics Status

Status	Initiate Date	Comments	Assigned User
Application - Received from Researc	27/06/2016	Duration: 2 Years	Research Admi
Sent to LNR	17/07/2016		Research Admi
Research Merit Completed	27/06/2017	External Competitive Funding	Research Admi
HREA Submitted	26/06/2016		

Save Exit

Adding Items to Dropdowns

Ethics Status

Status	Initiate Date	Comments	Assigned User
Application - Received from Researc	27/06/2016	Duration: 2 Years	Research Admi
Sent to LNR	17/07/2016		Research Admi
Research Merit Completed	27/06/2017	External Competitive Funding	Research Admi
HREA Submitted	26/06/2016		

Save Exit

Ordering of meeting items

16) Human Ethics Management V 1.17.05.08

Ethics Uid: **H11381** Title: **The Magic Button: Exploring the effect of automation on efficiency**

Old Ref: **12**

Joint Application ☐ External Approval ☐ Approval Date: Expiry Date:

Commercial in Confidence ☐ Funded ☐ Teaching ☐ Risk: **Low 1 - LNR** Trim Ref No: **15/123456**

School: **School of Nursing and Midwifery** Applied %:

Human Research Type: **Quantitative and Qualitative Research** ATSI ☐ Child Prot'n Cert. Required ☐

Animal Permit Required ☐ Split Procedure ☐ Experimental ☐ ARA Expiry Date:

Recording Reviewers

REVIEW SUMMARY (Individual summary on second tab)					
Application Summary					
	Order in Agenda	Application No.	Lead Reviewer	Second Reviewer	Third Reviewer
Response	12	H11008	Evan	Mel	Liz
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	2	H11193	Mel	Jan	Paddy
	3	H11194	Penny	Michele	Glenn
	7	H11195	Jan	Federico	Penny

Recording Reviewers

Ethics Uid: H11381 Title: The Magic Button: Exploring the effect of automation on efficiency

Old Ref: 12

FOR
SEO
Old RF...
Old SEO

Joint Application ☐ External Approval ☐ Approval Date: Expiry Date: Trim Ref No: 15/123456

Commercial in Confidence ☐ Funded ☐ Teaching ☐ Risk: Low 1 - LNR

School: School of Nursing and Midwifery

Applied % Strategic %

Human Research Type: Quantitative and Qualitative Research

Animal Permit Required ☐ Split Procedure ☐ Experimental % Basic %

ARA Expiry Date:

Reviews/Inspections

Reviewer's Name: Jennifer
Review Started: 27/06/2016 Type: Review Review Completed: ☐
Comments: 1

Reviewer's Name: Peter
Review Started: 27/06/2016 Type: Review Review Completed: ☐
Comments: 2

Reviewer's Name: Frederick
Review Started: 27/06/2016 Type: Review Review Completed: ☐
Comments: 3

Improved Agenda Output

New Application	
Application No.	H11381
Proposal Title:	The Magic Button: Exploring the effect of automation on efficiency
Chief Investigator or Supervisor:	Jane Smith
Chief Student	Steve Anyman
Risk Level:	Low 1 - LNR

New Application	
Application No.	H11381 Research Merit Required
Proposal Title:	The Magic Button: Exploring the effect of automation on efficiency
Chief Investigator or Supervisor:	Jane Smith
Chief Student	Steve Anyman
Risk Level:	Low 1 - LNR
Requested Expiry Date:	Expiry 23/03/2018
Reviewed By:	Jennifer
	Peter
	Frederick

Recording Reviewers

Committee Member Name	Ethics ID
Jennifer	H12130
Jennifer	H10792
Jennifer	H12093
Rudy	H12130
Peter	H11908
Peter	H12290
Peter	H12093
Frederick	H11908
Frederick	H12182
Frederick	H12289
Frederick	H12290
Aaron	H10792
Aaron	H12289
Aaron	H12182
Tabitha	H12093
Tabitha	H12290
Tabitha	H10792

The Magic Button – woohoo!

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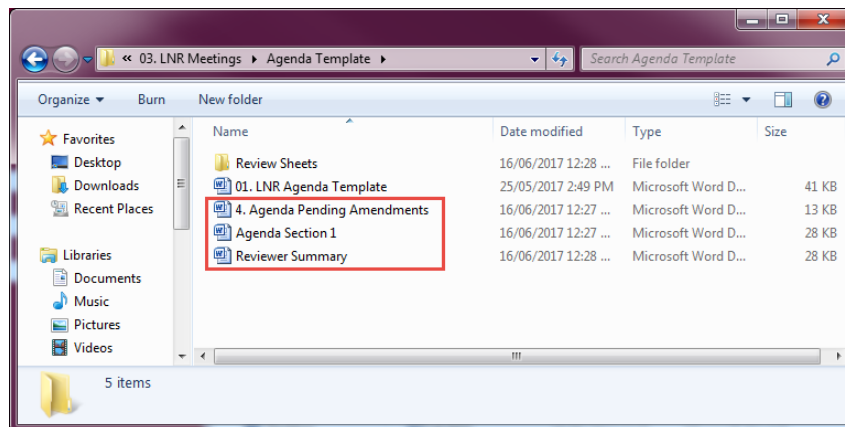
Ethics HUMAN LNR Committee Agenda Items

Date range: 27 Jun 2017

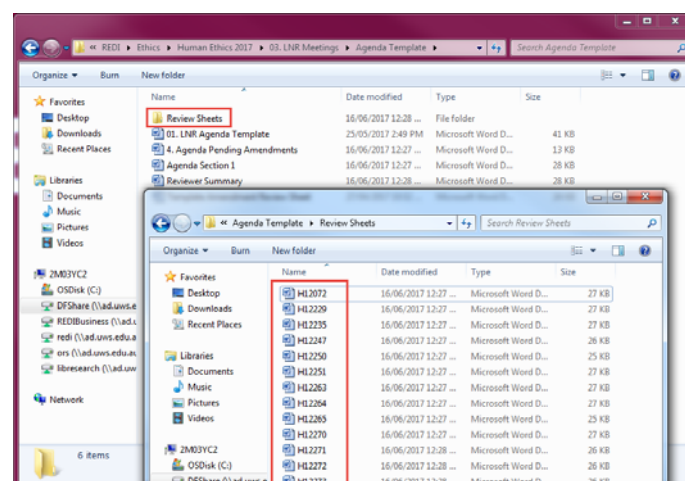
File output destination: vaid.oxs.edu.au/ethics/HUMAN%20Ethics%20201703_LNR%20Meeting%20Agenda%20Template

Agenda Item	Agenda Description	Criteria	Number of Ethics Applications
1	Amendment received for Committee	Ethics Applications where the Amendment Status = "Pending Assessment" and the Amendment Date is the same as the meeting date	9
1a	Amendment Resubmissions	Ethics Applications where the Amendment Status = "Pending Review" and the Amendment Date is the same as the meeting date	0
2	Resubmissions and Responses	Ethics Applications where the "Reviewed by LNR" status date is the same as the meeting date	0
3	New Applications	Ethics Applications where the "Sent to LNR" status date is the same as the meeting date	5
4	Reviewer Summary	List of Reviewers of the applications	12

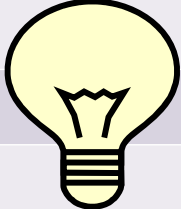
Outputs – woohoo!



Outputs – woohoo!



Development Team

Input from	
Ethics team – conceptualising and implementing the changes	Merrilee Kessler Human Research Ethics Officer
	Kimberley Pangilinan Human Research Ethics Officer
	Alison Dayes Research Administration Assistant
	Graham Ramsay Animal Ethics Officer
Database technical support	Gary Long Research Systems Manager

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