WESTERN SYDNEY
UNIVERSITY
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REDI HUMAN RESEARCH ETHICS
RESEARCH | ENGAGEMENT | DEVELOPMENT | INNOVATION

Ethics Quick FAQ

The Australian Research Environment

Any research undertaken by University staff or students which involves human participants, their data or tissue requires ethics review.

Ethics review is guided by the principles in the:

- NHMRC *National Statement on Ethical Conduct in Human Research*
- *Australian Code for the Responsible Conduct of Research*
- *University's Research Code of Practice.*

Ethics review is often impacted by State and Commonwealth Privacy Legislation, particularly when the project seeks a waiver of consent.

Other University policies also impact on the conduct of research.

Western Sydney Ethics Review Pathways

Western Sydney U runs 3 ethics committees: HREC (Human Research Ethics Committee), Executive of the HREC and the LNR (Low and Negligible Risk committee).

It has 10 ethics review pathways. The Human Ethics Officers will work with researchers to determine the most appropriate pathway.

New Applications

Ethics applications are done on the national HREA form www.hrea.gov.au

If the form (website) is a problem the researcher should contact the HREA helpdesk. Contact details on the website.

Applications with attachments are sent electronically to humanethics@westernsydney.edu.au

Some attachment templates are on the WSU website https://www.westernsydney.edu.au/research/forms

Meeting dates and submission deadlines are on the WSU website https://www.westernsydney.edu.au/research/research_ethics_and_integrity/human_ethics/apply_for_human_research_ethics_review

When a new application is received, ethics staff check that it has all required attachments. If yes, it is risk assessed and assigned to the next appropriate meeting (unless it is a request for acknowledgement of external approval.) If no, the researcher will be contacted re required changes or additions.

Amendments

All amendments for projects that are risk rated as High must be reviewed by at least the Executive committee.

The majority of Neg, Low 1 and Low 2 amendments (uncomplicated time extensions or additions or deletions of members of the research team) can be approved by the Human Ethics Officer. All others must be reviewed by the committee responsible for that risk rating, ie LNR to LNR, Low 2 to Executive.

Guidance for Researchers

- The key documents for completing the application are the National Statement and the guidance text in the HREA form.
- The University has a data management framework, an intellectual property policy and a social media policy. These can be found on the University website. Staff and students must adhere to these.
- The Western Sydney University webpages for human ethics cover a number of generic issues.
- The tailored guidance sheets available on the website outline an issue and discuss the approach taken by the Western Sydney University ethics committees
- The Griffith University texts (on the website) provide guidance on other topics but the information is not Western Sydney University specific.
- The Scholarship of Teaching and Learning Human Research Ethics Resource Manual (SoTL Manual) assists researchers to identify ethics issues in teaching and learning research (https://www.ahrecs.com/resources/scholarship-teaching-learning-human-research-ethics-resource-manual-sotl-manual)

Human Research Ethics Guidance Documents available from REDI

- Guidance for Researchers New to Human Ethics Review
- Guidance on Choosing the most appropriate PIS and Consent
- Guidance on Levels of Risk and the Ethical Review Process
- Guidance on Making an Amendment to an Approved Project
- Guidance on Questions Related to Cultural Sensitivities
- Guidance on Questions Related to Restrictions on Publication of Results
- Guidance on Receiving and Responding to Ethics Committee Assessor Comments
- Guidance on Research Projects Seeking to use Western Sydney Staff as Participants
- Guidance on Reimbursements
- Guidance on the use of 'Opt Out' or Passive Consent in Human Research
- Guidance on Writing Participant Information Sheets and Consent Forms
- Guidance on Data Storage and Retention Questions
- Guidance on Ethics Review Exemption
- Guidance on Research Involving Young People
- Guidance on Using Focus Groups in Research
- Guidance on Complaints
- Guidance on Research being done with, or for, Organisations

Human Research Ethics Team Contact: humanethics@westernsydney.edu.au