

Enquiries to: Metro South
Human Research Ethics Committee
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HREC Ref: HREC/14/QPAH/385
E-mail: EthicsResearch.PAH@health.qld.gov.au

Dr Michael Bourke
Director Physiotherapy
QEII Jubilee Hospital
PMB 2
Acacia Ridge QLD 4110

Dear Dr Bourke

HREC Reference number: HREC/14/QPAH/385
Project Title: Physiotherapy defined scope of practice (Prescribing)

Thank you for submitting the above research protocol to the Metro South Human Research Ethics Committee for ethical and scientific review, on behalf of the following Principal Investigators (see appendix). This protocol was first considered by the Human Research Ethics Committee (HREC) at the meeting held on 5 August 2014.

I am pleased to advise that the HREC has granted approval of this research protocol.

You are reminded that this letter constitutes ethical approval only. You must not commence this research protocol at a site until separate authorisation from the Metro South Chief Executive or Delegate of that site has been obtained.

A copy of this approval must be submitted to the Research Governance Office(r)/Delegate of the relevant institution with a completed Site Specific Assessment (SSA) Form for authorisation from the Chief Executive or Delegate to conduct this research at the sites listed in the Appendix below.

The documents reviewed and approved include:

Document	Version	Date
Cover letter		14 July 2014
NEAF		n.d.
Research Protocol – Updated version		Original date: 5 July 2014
Participant Information and Consent Form	1.1	11 November 2014
Evaluation Tool: Participant experience and satisfaction survey: Prescribing by Physiotherapists	1.1	11 November 2014
Letter in response to HREC Comments		11 November 2014
Detailed Response to HREC comments including: Appendix 1 (Formulary); Appendix 2 – Terms of Reference – Allied Health Prescribing Trials Advisory Group); Appendix 3 – Protocol		n.d.

This HREC approval is valid from 20 November 2014 until 20 November 2017.

Please note the following conditions of approval:

1. The Coordinating Principal Investigator will immediately report anything which might warrant review of ethical approval of the protocol in the specified format, including unforeseen events that might affect continued ethical acceptability of the protocol. Serious Adverse Events must be notified to the HREC as



soon as possible. In addition the Investigator must provide a summary of the adverse events, in the specified format, including a comment as to suspected causality and whether changes are required to the Patient Information and Consent Form. In the case of Serious Adverse Events occurring at the local site, a full report is required from the Coordinating Principal Investigator, including duration of treatment and outcome of the event.

2. Amendments to the research protocol which may affect the ongoing ethical acceptability of a protocol must be submitted to the HREC for review. Amendments should be accompanied by all relevant updated documentation and a cover letter from the Coordinating Principal Investigator, providing a brief description of the changes, the rationale for the changes, and their implications for the ongoing conduct of the study. Hard copies of the cover letter and all relevant updated documents, with *tracked changes*, must also be submitted to the HREC office as per standard HREC SOP. (Further advice on submitting amendments is available at http://www.health.qld.gov.au/ohmr/documents/researcher_userguide.pdf <http://www.health.qld.gov.au/pahospital/research/amendments.asp>)
3. Amendments to the research protocol which only affect the ongoing site acceptability of the protocol are not required to be submitted to the HREC for review. These amendment requests should be submitted directly to the Research Governance Office/r.
4. Proposed amendments to the research protocol which may affect both the ethical acceptability and site suitability of the protocol must be submitted firstly to the HREC for review and, once HREC approval has been granted, then submitted to the Research Governance Office/r.
5. Amendments which do not affect either the ethical acceptability or site acceptability of the protocol (e.g. typographical errors) should be submitted electronically (track changes) and in hard copy (final clean copy) to the HREC Coordinator. These should include a cover letter from the Coordinating Principal Investigator providing a brief description of the changes and the rationale for the changes, and accompanied by all relevant updated documents with tracked changes.
6. The HREC will be notified, giving reasons, if the protocol is discontinued at a site before the expected date of completion.
7. The Coordinating Principal Investigator will provide an annual report to the HREC and at completion of the study in the specified format.
8. If you require an extension for your study, please submit a request for an extension in writing outlining the reasons. Note: One of the criteria for granting an extension is the compliance with the approval's conditions including submission of progress reports.
9. Any research study that prospectively assigns human participants or groups of humans to one or more health-related interventions to evaluate the effects on health outcomes ([WHO / ICMJE 2008 definition](#)) should be registered, including early phase and late phase clinical trials (phases I-III) in patients or healthy volunteers ([WHO Recommendation](#) / [ICMJE policy](#)). If in doubt, registration is recommended. All studies must be registered prior to the study's inception, i.e. prospectively. <http://www.anzctr.org.au/>

Should you have any queries about the HREC's consideration of your protocol please contact the Metro South HREC Office on 07 3443 8049

Please note that the Metro South HREC is constituted and operates in accordance with the National Health and Medical Research Council's (NHMRC) *National Statement on Ethical Conduct in Human Research (2007)*, *NHMRC and Universities Australia Australian Code for the Responsible Conduct of Research (2007)* and the *CPMP/ICH Note for Guidance on Good Clinical Practice*.

The HREC Terms of Reference, Standard Operating Procedures, membership and standard forms are available from the following websites:

<http://www.health.qld.gov.au/pahospital/research/gov/default.asp>

http://www.health.qld.gov.au/ohmr/html/regu/regu_home.asp



Once authorisation to conduct the research has been granted, please complete the Commencement Form (Attached) and return to the Metro South Human Research Ethics Committee.

The Metro South HREC wishes you every success in your research.

Yours sincerely,



A/Prof Richard Roylance
Chair
Metro South Hospital and Health Service
Human Research Ethics Committee (EC00167)
Centres for Health Research
Princess Alexandra Hospital

27/11/14

Appendix:

List of Sites Approved

No.	Sites
1.	QEII
2.	PAH
3.	Redlands & Wynnum Hospital
4.	RBWH
5.	TPCH
6.	GCUH
7.	Robina Hospital
8.	Cairns Base Hospital

