

Enquiries to: Metro South
Human Research Ethics Committee
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HREC Ref: HREC/2019/QMS/52087
E-mail: MSH-Ethics@health.qld.gov.au

Dr Michael Devlin
University of Queensland; QEII Jubilee Hospital

HREC Reference number: HREC/2019/QMS/52087

Project Title: From Medical Students to Junior Doctors - Mentor supported transition through the “Resident Ready Network”

Thank you for submitting the above research protocol to the Metro South Human Research Ethics Committee for ethical and scientific review. This protocol was first considered by the Human Research Ethics Committee (HREC) at the meeting held on 2 April 2019.

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 Princess Alexandra Hospital.

If this study currently receives grant funding, please remember to forward a copy of this approval letter to the relevant Grants Office of the Administering Institution(s) for the grant.

I am pleased to advise you that the research protocol meets the requirements of the *National Statement on Ethical Conduct in Human Research (2007)* and ethical approval has been granted. The documents reviewed and approved include:

Document	Version	Date
Human Research Ethics Application via ERM	3	May 2019
CVs – Devlin, Byrne, Johnston, Colbran, Tarlington		
Protocol	1.1	26/04/2019
RRN Email Introduction – Mentee	1	25/02/2019
Quarterly Reminder Email	1	25/02/2019
Midyear Reminder Email	1	25/02/2019
Early Exit Email	1	25/02/2019
Disengagement Email 10 Month Reminder	1	25/02/2019
Disengagement Email 12 Month Reminder	1	25/02/2019
RRN Email Introduction Mentor	1	25/02/2019
Email Invitation RRN Finale BBQ	1	25/02/2019
RRN Email Introduction – Mentee	1	25/02/2019
RRN Email Introduction Mentor	1	25/02/2019
PICF PA Junior Doctor_april	1.1	26/04/2019
Baseline Demographic Survey + 6 month plus exit surveys	1	25/02/2019
PSS-10	1	25/02/2019
PSS-FrM	1	25/02/2019
MFQ-9	1	25/02/2019
Focus Group Guide	1	25/02/2019
Medical-Student-Support-Strategy-2018-2020	1	25/02/2019
UQ Chronus Service Agreement	1	25/02/2019
Chronus Code of Conduct	1	25/02/2019
Chronus Getting Started Guide	1	25/02/2019

Mentor Agreement Objective Guide	1	25/02/2019
Mentor Record	1	25/02/2019
Response for ethics committee questions	1	02/05/2019

This HREC approval is valid from 15 May 2019 until 15 May 2024.

Please note the following conditions of approval:

1. The researcher must provide an annual report to the HREC and a final report on completion of the study, in the specified format. Approval is contingent upon submission of this.
2. The 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.
3. 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 principal investigator, providing a brief description of the changes, the rationale for the changes, and their implications for the ongoing conduct of the study.
4. 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.
5. 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.
6. 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). These should include a cover letter from the 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.
7. The HREC will be notified, giving reasons, if the protocol is discontinued at a site before the expected date of completion.
8. The Principal Investigator will provide at least, an annual report to the HREC on the anniversary of the approval and at completion of the study in the specified format.
9. 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.
10. 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 Metro South HREC wishes you every success in your research.

Yours sincerely,



Dr Mary Boyde
Deputy Chair
Metro South Hospital and Health Service
Human Research Ethics Committee (EC00167)
Centres for Health Research

15.05.2019

