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PETER MACCALLUM CANCER CENTRE HUMAN RESEARCH ETHICS COMMITTEE [EC00235]

ETHICAL APPROVAL

HREC Project ID: HREC/74975/PMCC

Peter Mac No: 21/69L

HREC Approval Date: 14 May 2021

Project Title: Evaluation of a stepped-care approach (Fear-Less) to treat fear of cancer recurrence in cancer survivors with early stage disease

Coordinating Principal Investigator: Dr Maria Ftanou

I am pleased to advise that the above project has **received ethical approval** from the Peter MacCallum Cancer Centre Human Research Ethics Committee (HREC). The HREC confirms that your proposal meets the requirements of the National Statement on Ethical Conduct in Human Research (2018). This HREC is organised and operates in accordance with the National Health and Medical Research Council's (NHRMC) National Statement on Ethical Conduct in Human Research (2018), and all subsequent updates, and in accordance with the Note for Guidance on Good Clinical Practice (CPMP/ICH/135/95), the Health Privacy Principles described in the Health Records Act 2001 (Vic) and Section 95A of the Privacy Act 1988 (and subsequent Guidelines).

Ethical approval for this project applies at the following sites:

Site
Peter MacCallum Cancer Centre
Royal Women's Hospital
Royal Melbourne Hospital

Approved Documents

The following documents have been reviewed and approved:

Document	Version	Date
Protocol	2	28 April 2021
Appendix A – Consumer Workshop Invitation	2	28 April 2021
Appendix B - Participant Information Sheet and Consent Form – Workshop Participation	2	30 April 2021
Appendix C – Consumer Workshop Prompts	1	11 March 2021
Appendix D – Demographic Questionnaire Consumer Workshop	2	30 April 2021
Appendix E – Email Request for Transcribed Data	2	30 April 2021
Appendix F - Master Participant Information Sheet and Consent Form – Stepped Care Evaluation	2	30 April 2021
Appendix G – Survey A Patient Experience	1	11 March 2021
Appendix H – Patient Approach Log	1	11 March 2021
Appendix I – Survey Routine Screening Measures	1	11 March 2021

Appendix J – Survey B Patient Experience (Self Management Booklet)	1	11 March 2021
Appendix K – Survey B Patient Experience (Conquer Fear)	1	11 March 2021
Appendix L – Survey B Staff Engagement	1	11 March 2021
Appendix M – Case Report Form	1	11 March 2021

Governance Authorisation

Governance Authorisation is required at each site participating in the study before the research project can commence at that site. You are required to provide a copy of this HREC approval letter to the principal investigator for each site covered by this ethics approval for inclusion in the site specific assessment application.

Conditions of Ethical Approval

- You are required to submit to the HREC:
 - An Annual Progress Report (that covers all sites listed on the approval) for the duration of the project. This report is due on the anniversary of HREC approval. Continuation of ethics approval is contingent on submission of an annual report, due within one month of the approval anniversary. Failure to comply with this requirement may result in suspension of the project by the HREC.
 - A comprehensive Final Report upon completion of the project.
- Submit to the reviewing HREC for approval any proposed amendments to the project including any proposed changes to the Protocol, Participant Information and Consent Form/s and the Investigator Brochure.
- Notify the reviewing HREC of any adverse events that have a material impact on the conduct of the research in accordance with the NHMRC Position Statement: *Safety monitoring and reporting in clinical trials involving therapeutic products November 2016*.
- Notify the reviewing HREC of your inability to continue as Coordinating Principal Investigator.
- Notify the reviewing HREC of the failure to commence the study within 12 months of the HREC approval date or if a decision is taken to end the study at any of the sites prior to the expected date of completion.
- Notify the reviewing HREC of any matters which may impact the conduct of the project.
- If your project involves radiation, you are legally obliged to conduct your research in accordance with the Australian Radiation Protection and Nuclear Safety Agency Code of Practice ‘Exposure of Humans to Ionizing Radiation for Research Purposes’ Radiation Protection series Publication No.8 (May 2005)(ARPANSA Code).

Please note: Template forms for reporting Amendments, Adverse events, Annual/Final reports, etc. can be accessed from: www.petermac.org/research/doing-research-us/ethics-governance.

The HREC may conduct an audit of the project at any time.

Yours sincerely,

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