



HUMAN RESEARCH ETHICS COMMITTEE APPROVAL NOTICE

Dear Professor Sharon Lawn,

The below proposed project has been **approved** on the basis of the information contained in the application and its attachments.

Project No: 6386
Project Title: Evaluation of Lived Experience Peer Support Intervention for Mental Health Service Users in Primary Care (PS-PC)
Chief Investigator: Professor Sharon Lawn
Approval Date: 21/09/2023
Expiry Date: 25/03/2024
Approved Co-Investigator/s: Ms Louise Byrne, Associate Professor Tania Shelby-James, Doctor Sam Manger, Doctor Vivian Isaac, Associate Professor Billinglsey Kaambwa, Doctor Shahid Ullah, Mr Bill Gye, Dr Megan Rattray, Ms Christine Kaine, Dr Caroline Phegan, Mr Geoff Harris, Professor Paul Worley
Approved Personnel: Mrs Heather Nowak, Dr Belinda Fuss

Please note: For all research projects wishing to recruit Flinders University students as participants, approval needs to be sought from the Pro Vice-Chancellor (Learning and Teaching Innovation), Professor Michelle Picard. To seek approval, please provide a copy of the Ethics approval for the project and a copy of the project application (including Participant Information and Consent Forms, advertising materials and questionnaires etc.) to the Pro Vice-Chancellor (Learning and Teaching Innovation) via michelle.picard@flinders.edu.au.

RESPONSIBILITIES OF RESEARCHERS AND SUPERVISORS

1. Participant Documentation

Please note that it is the responsibility of researchers and supervisors, in the case of student projects, to ensure that:

- all participant documents are checked for spelling, grammatical, numbering and formatting errors. The Committee does not accept any responsibility for the above mentioned errors.
- the Flinders University logo is included on all participant documentation (e.g., letters of Introduction, information Sheets, consent forms, debriefing information and questionnaires – with the exception of purchased research tools) and the current Flinders University letterhead is included in the header of all letters of introduction. The Flinders University international logo/letterhead should be used and documentation should contain international dialling codes for all telephone and fax numbers listed for all research to be conducted overseas.
- the HREC contact details, listed below, are included in the footer of all letters of introduction and information sheets.

This research project has been approved by Flinders University's Human Research Ethics Committee (Project ID 6386). If you have any complaints or reservations about the ethical conduct of this study, you may contact Flinders University's Research Ethics & Compliance Office via telephone on 08 8201 2543 or by email human.researchethics@flinders.edu.au.

2. Annual Progress / Final Reports

In order to comply with the monitoring requirements of the *National Statement on Ethical Conduct in Human Research 2007 (updated 2018)* an annual progress report must be submitted each year on the anniversary of the approval date for the duration of the ethics approval using the HREC Annual/Final Report Form available online via the ResearchNow Ethics & Biosafety system.

Please note that no data collection can be undertaken after the ethics approval expiry date listed at the top of this notice. If data is collected after expiry, it will not be covered in terms of ethics. It is the responsibility of the researcher to ensure that annual progress reports are submitted on time; and that no data is collected after ethics has expired.

If the project is completed *before* ethics approval has expired please ensure a final report is submitted immediately. If ethics approval for your project expires please either submit (1) a final report; or (2) an extension of time request (using the HREC Modification Form). For student projects, the Low Risk Panel recommends that current ethics approval is maintained until a student's thesis has been submitted, assessed and finalised. This is to protect the student in the event that reviewers recommend that additional data be collected from participants.

3. Modifications to Project

Modifications to the project must not proceed until approval has been obtained from the Ethics Committee. Such proposed changes / modifications include:

- change of project title;
- change to research team (e.g., additions, removals, researchers and supervisors)
- changes to research objectives;
- changes to research protocol;
- changes to participant recruitment methods;
- changes / additions to source(s) of participants;
- changes of procedures used to seek informed consent;
- changes to participant remuneration;
- changes to information / documents to be given to potential participants;
- changes to research instruments (e.g., survey, interview questions etc);
- extensions of time (i.e. to extend the period of ethics approval past current expiry date).

To notify the Committee of any proposed modifications to the project please submit a Modification Request Form available online via the ResearchNow Ethics & Biosafety system. Please open the project, then select the 'Create Sub-Form' tile in the grey Action Menu, and then select the relevant Modification Request Form. Please note that extension of time requests should be submitted prior to the Ethics Approval Expiry Date listed on this notice.

4. Adverse Events and/or Complaints

Researchers should advise the Executive Officer of the Human Ethics Research Committee on human.researchethics@flinders.edu.au immediately if:

- any complaints regarding the research are received;
- a serious or unexpected adverse event occurs that effects participants;
- an unforeseen event occurs that may affect the ethical acceptability of the project.

Yours sincerely,

Camilla Dorian

on behalf of

Human Research Ethics Committee
Research Development and Support
human.researchethics@flinders.edu.au

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