Getting ready for Social Sciences Ethics in ERM

One Form for All Human Research

- Social Sciences Researchers will now be using Ethical Review Manager (ERM) to complete and submit the Human Research Ethics Application (HREA) for all ethics applications, except for Prior Approval. Entry Points -

  1. Human Research Ethics Application (HREA)
  2. Prior Approval Application

If you cannot meet 31 January deadline for lodging submissions via the current process, it is highly recommended you go to https://hrea.gov.au/ and start using the HREA now!

Protocol Template

- Social Sciences Researchers will commence using the Protocol Template which was introduced in the beginning of 2019 to ensure compliance with National Guidelines. If you have an existing Protocol, you do not need to complete this template. This will be available in the templates tab in ERM.

Amendment Form

- Social Sciences Researchers will no longer complete the Amendment form, as this will be available within the Human Research Ethics Application.

External Researchers

- If a Researcher is external to the University, an account will need to be created. Details around this process will be announced soon.
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What are the key information requirement changes?

Research Ethics Application

All Researchers

Process for Amendments

- Researchers will be required to complete an Ethics Amendment Request sub form to unlock their application to make changes. This is because applications will be locked at the time of approval to maintain their integrity. It is important to remember this cannot be actioned by the Research Integrity and Ethics Unit outside of business hours (Monday to Friday 9am - 5pm.) After an amendment request has been actioned, a confirmation e-mail will be received.

Functionality

- Researchers will be able to attach pictures (flow charts and diagrams) to support their ethics applications within ERM.

Terminology

- Social Sciences Researchers using the Human Research Ethics Application may see different terminology, however the information requirements remain the same.

Signatory Requirements

- The Chief Investigator is responsible for the project and is the only person who will need to sign-off on the application. This is because the University is putting trust back into the Research Community.

Support

E-mail online.ethics@utas.edu.au or Visit - www.utas.edu.au/research-admin/research-integrity-and-ethics-unit-rieu/erm