



Research Report Form (Progress or Final)

UnitingCare Human Research Ethics Committee (HREC)

The UnitingCare HREC exists to meet the ethics approval needs of research undertaken within the service groups and corporate functions of UnitingCare. In accordance with NHMRC guidelines, the UnitingCare HREC will undertake regular monitoring of all approved research projects. A progress report (or final report, if the research is completed) will be required on an annual basis. Reminder emails will be sent in November each year.

SECTION A: PROJECT DETAILS

A1: Project title

	Approval number:
--	------------------

A2: Investigators

Role	Name	Organisational affiliation
Chief Investigator		
Associate Investigators		

A3: Aim of research


A4: Status of research project

In progress	<input type="checkbox"/> Yes	Anticipated completion date:
Completed	<input type="checkbox"/> Yes	Date completed:
<p><i>If completed, please describe how the deliverables outlined in your original research application have been provided to UnitingCare, explaining any changes to the approved plan.</i></p>		

If your project has been completed, please attach a copy of your Findings Report to this report. Ensure that this report has been provided to the relevant research representative below:

- Family & Disability Services: Dr Chez Leggatt-Cook (Research & Knowledge Translation Manager, Family & Disability Services) Ph: 0408 780 620 E: chez.leggattcook@ucommunity.org.au
- Blue Care (and non-medical health research): Liza Edwards (Group General Manager Clinical Governance) Ph: 0428 995 107 E: liza.edwards@uchealth.com.au
- UnitingCare Health (medical research): Shannon Lytras (Ethics Coordinator, UnitingCare Health Human Research Ethics Committee) Ph: 07 3232 7500 E: ethics@uchealth.com.au
- Mission: Rev Dr Peter Armstrong (Associate Director of Mission - Community Partnerships) Ph: 0418 433 193 E: peter.armstrong@ucareqld.com.au
- If unsure, general enquiries can be made to: hrec@ucareqld.com.au

**A5: Progress and outcomes to date**

Research questions:

Research plan (provide an overview of progress to date):

Research results (provide an overview to date, if relevant):

Outcomes of research (provide an overview to date, if relevant):



Implications for future policy or practice (provide an overview to date, if relevant):

SECTION B: ETHICAL CONSIDERATIONS

B1: In the conduct of this project have there been any variations to the approved protocol/project with respect to:

Investigators	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Duration of the project	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Research procedures (such as design, sample size, recruitment etc)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Participant involvement	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Staff support for research procedures	<input type="checkbox"/> Yes	<input type="checkbox"/> No

B2: Variation approval/s:

If you selected yes to any question in B1, was the UnitingCare HREC notified of the variation/s?	<input type="checkbox"/> Yes	<i>If yes, provide the date of variation approval/s:</i>
	<input type="checkbox"/> No	<i>If no, please contact the HREC to commence the process for seeking approval for the variation/s</i> hrec@ucareqld.com.au

B3: Are any new variations to the approved protocol/project being proposed?

If yes, please provide details of the proposed variations and contact the HREC to commence the process for seeking approval.



B4: Have there been any instances of participants encountering adverse effects or unexpected outcomes while participating in the research project?

If yes, please describe these adverse effects or unexpected outcomes and any actions taken in response.

B5: Have there been any unforeseen incidents or complaints about the research project that might affect continued ethical acceptability of the project?

If yes, please describe these incidents or complaints and any actions taken in response.

B6: Please comment on any other ethical matter you believe should be raised:

SECTION C: DECLARATION

I certify that the information provided in this Research Report Form is an accurate account of the conduct of the above-named research project.

Name (Chief Investigator):	Signature:
Date:	