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|  | HUMAN ETHICS  APPROVAL NUMBER | H |
|  | Version No. and Date\* |  |

**HUMAN RESEARCH ETHICS AMENDMENT FORM**

***Submission and completion guide:***

* ***All questions are relevant to all projects, all questions must be completed***
* ***Additional rows/tables can be added to tables if required***
* ***Please submit this form and any amended supporting documents as one (1) PDF by email to*** [***ethics@jcu.edu.au***](mailto:ethics@jcu.edu.au)

\***Each time the application and/or supporting documents are updated please change the version number and date of each document.**

1. **Project Title**

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1. **Principal Investigator**

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**Student Supervisor** (if the Principal Investigator is a student)

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1. **Project Outline**

Provide a brief one-paragraph outline of your project

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1. **Amendment Request**

List the amendment(s) related to this application, including any changes to personnel

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| 1.  2. |

**For each** amendment provide details including the background (provide references as an attachment as applicable)

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| 1.  2. |

**Justification**

For each amendment justify the proposed change

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| 1.  2. |

1. **Ethical Issues Raised by the Amendment(s)**

Describe any ethical issues arising from the above requested amendment(s).

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1. **Risks and Benefits**

Describe the risks and burdens arising from the requested amendment(s) and how they will be minimised and managed.

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Describe the benefits, if any, associated with the above requested amendment(s)

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Explain how the merits and benefits of the above requested amendment(s) justify any risks or burdens associated with the above requested amendment(s)

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1. **Changes to personnel**

Addition of personnel or change of role (for change of role of personnel currently working on the project complete on the Name, Role and Experience sections)

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| --- | --- | --- | --- | --- | --- |
| **Name:** |  | | | | |
| **Email:** |  | | | | |
| **Phone:** |  | | **Mobile:** |  | |
| **Discipline/School/Organisation** |  | | | | |
| **Relationship to JCU1** | Staff | Student | | | Non-JCU |
| **If you are a student, provide the name of the degree and details of your supervisor below** | | | |  | |
| **Qualifications** |  | | | | |
| **Role in the project** What will be your role in the project? | | | | | |
|  | | | | | |
| **Experience** Outline your experience in the role or outline how you will be trained and supervised | | | | | |
|  | | | | | |

Removal of personnel

|  |  |
| --- | --- |
| Name | Role |
|  |  |

1. **Supporting Documentation**

If the amendment requires a change to, or addition of any of the below supporting documents below, please provide a copy of the document(s) with the amendments highlighted. In the footer of the document please update the version number and revise the date of the form.

|  |  |
| --- | --- |
| Participant Information Sheet | Participant Consent Form |
| Questionnaire | Emails, letters, phones scripts |
| Flyers, social media posts etc | Trial Protocol |
| Letters of Support | Other, please specify: |

**Please detail changed version and date of the supporting documents**

|  |  |  |
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| Document name | Version number | Date |
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1. **Signatures**

Add rows as required

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name** | **Signature** | **Date** |
| **Principal Investigator** |  |  |  |
| **Student Supervisor** |  |  |  |
| **Student Supervisor** |  |  |  |