***Please complete this checklist if your research is considered to be Low/Negligible Risk (category 1 or 2). Once completed please include the checklist with your ethics application as part of the one pdf file process for submission.***

|  |  |  |
| --- | --- | --- |
|  | HUMAN ETHICS NUMBER  *(Office Use ONLY)* | H |
|  | | |

Before starting your application, please read the National Health and Medical Research Council, [*National Statement on Ethical Conduct in Human Research, 2007*](http://www.nhmrc.gov.au/publications/synopses/e72syn.htm)

**Please answer each question of the checklist to determine the “risk” to participants in your research project. Your answers to the questions listed will determine whether your application can be reviewed as a low/negligible risk application.**

**If you answer “YES” to any of the questions, it may indicate that your research is not low/negligible risk.**

**A “YES” answer does not immediately exclude your application from review. Any “YES” answers will be considered by the Executive Review Committee and you will be advised if your application has been accepted as a low/negligible risk application or if it has been determined that it must be referred to the next meeting of the HREC for a full review.**

**Low risk research** is defined as research in which the only foreseeable risk is one of discomfort. Discomforts include, for example, minor side-effects of medication, the discomfort of measuring blood pressure or the anxiety induced by an interview.

**Negligible risk research** is defined as research in which there is no foreseeable risk of harm or discomfort; and any foreseeable risk is no more than inconvenience. Examples of inconvenience may include filling in a form, participating in a street survey, or giving up time to participate in research.

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| **Are any of the following topics covered in part or in whole in your project?** |  |  |  |  |
| Research about parenting issues |  | YES |  | NO |
| Research investigating sensitive personal issues |  | YES |  | NO |
| Research investigating sensitive cultural issues |  | YES |  | NO |
| Explorations of grief, death or serious/traumatic loss |  | YES |  | NO |
| Depression, mood states, anxiety |  | YES |  | NO |
| Gambling |  | YES |  | NO |
| Eating disorders |  | YES |  | NO |
| Illicit drug use |  | YES |  | NO |
| Substance abuse |  | YES |  | NO |
| Self report of criminal behaviour |  | YES |  | NO |
| Any psychological disorder |  | YES |  | NO |
| Suicide |  | YES |  | NO |
| Gender identity |  | YES |  | NO |
| Sexuality |  | YES |  | NO |
| Race or ethnic identity |  | YES |  | NO |
| Any disease or health problem |  | YES |  | NO |
| Fertility |  | YES |  | NO |
| Termination of pregnancy |  | YES |  | NO |

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| **Are any of the following procedures to be used in your project?** |  |  |  |  |
| Use of personal data obtained from Commonwealth or State Government Department/Agency |  | YES |  | NO |
| Use of personal data obtained from State Government Department/Agency |  | YES |  | NO |
| Use of personal information from a non-government organisation |  | YES |  | NO |
| Deception of participants |  | YES |  | NO |
| Concealing the purposes of the research |  | YES |  | NO |
| Covert observation |  | YES |  | NO |
| Audio or visual recording without consent |  | YES |  | NO |
| Recruitment of a third party or agency |  | YES |  | NO |
| Withholding from one group specific treatments or methods of learning, from which they may “benefit” (e.g. in medicine or teaching) |  | YES |  | NO |
| Psychological interventions or treatments |  | YES |  | NO |
| Administration of physical stimulation |  | YES |  | NO |
| Invasive physical procedures |  | YES |  | NO |
| Invasive physical procedures |  | YES |  | NO |
| Infliction of pain |  | YES |  | NO |
| Administration of drugs |  | YES |  | NO |
| Administration of other substances |  | YES |  | NO |
| Exposure to ionising radiation |  | YES |  | NO |
| Tissue sampling or blood taking |  | YES |  | NO |
| Collecting body fluid |  | YES |  | NO |
| Use of medical records where participants can be identified or linked |  | YES |  | NO |
| Genetic testing/DNA Extraction |  | YES |  | NO |
| Drug trials or other clinical trials |  | YES |  | NO |

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| **Other Risks?** |  |  |  |  |
| Are there any potential risks to the researcher? (e.g. research conducted in unsafe environments or trouble spots)? |  | YES |  | NO |
| Are there any potential risks to non participants in the research, such as, participant’s family members and social community? e.g. effects of biography on family and friends or infectious disease risk to the community) |  | YES |  | NO |

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| **Does your project specifically target participants from any of the following groups?** |  |  |  |  |
| Suffers from a psychological disorder |  | YES |  | NO |
| Suffering a physical vulnerability |  | YES |  | NO |
| People highly dependent on medical care |  | YES |  | NO |
| Children and/or young people without parental or guardian consent |  | YES |  | NO |
| People whose ability to give consent is impaired |  | YES |  | NO |
| Resident of a custodial institution |  | YES |  | NO |
| People unable to give free informed consent because of difficulties in understanding information provided eg. Language difficulties |  | YES |  | NO |
| Members of a socially and/or culturally identifiable group with special social/cultural/ethnic or religious beliefs or political vulnerabilities |  | YES |  | NO |
| Aboriginal and Torres Strait Islander Peoples |  | YES |  | NO |
| Those in a dependent relationship with the researchers eg. Lecturer/student, doctor/patient, teacher/pupil & professional/client |  | YES |  | NO |
| Participants are identifiable in the final report when specific consent for release has not been given |  | YES |  | NO |

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| **Does your project involve researching in an overseas country?** |  |  |  |  |
| Where research is being undertaken in a politically unstable area |  | YES |  | NO |
| Where research involves sensitive cultural/social/political/ethnic/economic or religious issues |  | YES |  | NO |
| Where criticism of the government and institutions may be a risk to participants and/or researchers |  | YES |  | NO |