# Research Ethics and Governance Fee Schedule

Fees are applicable from 1 July 2015

**PLEASE NOTE:** ACT Health will charge *either* an Ethics review fee or a Research Governance/Site-specific Assessment fee in accordance with the below schedule.

## New Research Projects/Applications:

*(All fees includes GST)*

**Purchase Order Numbers must be provided with submission**

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| 1 | CTN Scheme Application with a Commercial/Pharmaceutical Sponsor  
Description: Ethical Review and/or Site Specific Assessment (SSA) of New Study | $4500 |
| 2 | CTX/CTE Scheme Applications  
Ethical Review and/or Site Specific Assessment (SSA) of New Study | $4500 |
| 3 | Pharmaceutical sponsor – substudies or extensions  
Description: Ethical Review and/or Site Specific Assessment (SSA) of Extension Study | $2000 |
| 4a  
4b | Clinical Trials supported by, but not instigated by, a Pharmaceutical Company  
1. CTN trial  
2. Non-CTN trial  
Description: Ethical Review and/or Site Specific Assessment (SSA) of New Study | 1. $660  
2. $165 |
| 5 | Research Projects funded by Grants  
Description: Ethical Review and/or Site Specific Assessment (SSA) of New Study | $165 |
| 6 | Student Projects  
Description: Ethical Review and/or Site Specific Assessment (SSA) of New Study | $165 |
| 7 | Application for Clinical Trial with sponsorship from collaborative groups  
Description: Ethical Review and/or Site Specific Assessment (SSA) of New Study | $250 |
## Clinical and Non-Clinical Trial: Where the Principal Investigator is based at one of the affiliated institutions (Australian National University, University of Canberra, Australian Catholic University or ACT Health)

**Description:** Ethical Review and/or Site Specific Assessment (SSA) of New Study

| 8 | Clinical and Non-Clinical Trial: Where the Principal Investigator is based at one of the affiliated institutions (Australian National University, University of Canberra, Australian Catholic University or ACT Health) | $165 |

## Non-Clinical Trial: External Studies

- This applies to external non-affiliated university department applications where the principal investigator is neither a student/employee of ACT Health nor one of the affiliated institutions listed above.

**Description:** Ethical Review and/or Site Specific Assessment (SSA) of New Study

| 9 | Non-Clinical Trial: External Studies— This applies to external non-affiliated university department applications where the principal investigator is neither a student/employee of ACT Health nor one of the affiliated institutions listed above. | $330 |

## Amendments to Existing Projects

### Commercially funded

| 10 | Protocol amendments¹ | $880 |
| 11 | Investigator Brochure and other amendments² | $330 |
| 12 | Minor amendments³ | $220 |

¹**Major Amendments include:**
- All protocol amendments
  - Revision of the study design due to safety issues
  - Revisions in drug dosage, participant groups and numbers of study participants
  - Revisions such as correction of language, grammar and numbering in a protocol

²**IB and Other Amendments include:**
- Investigator Brochure updates
- Participant Information Sheet amendments (eg changes to content requiring HREC review)
- New Recruitment Material (eg Flyers, Advertisements, Invitation Letters, Newsletters)
- Other letters (where content needs HREC review and approval)

³**Minor Amendments include:**
- Minor Participant Information Sheet amendments (eg minor wording changes with no ethical significance)
- Review of Patient Cards
- Updates to existing recruitment material (eg Flyers, Advertisements, Invitation Letters, Newsletters)
- Retention items (eg tote bags, magnets, pens)
Low Risk Projects/Applications (not student projects)

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| 13 | Low Risk Project: Where the Principal Investigator is based at ACT Health or one of its affiliated institutions (Australian National University, University of Canberra, Australian Catholic University)  
Description: Ethical Review and/or Site Specific Assessment (SSA) of New Study | $55  |
| 14 | Low Risk Project: External Studies—This applies to external non-affiliated university department applications where the principal investigator is neither a student/employee of ACT Health nor one of the affiliated institutions listed above.  
Description: Ethical Review and/or Site Specific Assessment (SSA) of New Study | $75  |

Please note: Commercially funded projects are **NOT** considered low risk

**Method of Payment**

**EFT/Direct Debit:**
- Bank: Westpac Bank
- Account Name: ACT Health Ethics Committee Trust Account
- BSB: 032-777
- Account Number: 002175
- Description: Invoice #

**PLEASE NOTE:** Remittance advice must be forwarded to the Secretariat Office before payments can be processed.

**Cheque payable to:** ACT Health Human Research Ethics Committee

**Address:**  
ACT Health Human Research Ethics Committee  
PO Box 11  
Woden ACT 2606

**PLEASE NOTE:** Remittance advice must be forwarded to the Secretariat Office before payments can be processed.

For further advice/information on Ethics and Governance fees and payments, please contact the secretariat office as follows:

**Phone:** 02 6174 5659 or 02 6174 7968

**Email:** acthealth-hrec@act.gov.au

HRE&G Secretariat Office  
Building 10 Level 6  
Canberra Hospital  
Garran ACT 2605  
PO Box 11  
Woden ACT 2606