

## Research Ethics and Governance Fee Schedule

**Fees are applicable from 1 July 2018**

**PLEASE NOTE:** ACT Health will charge an Ethics review fee and 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*

**No fee for review of student projects below the level of PhD.**

1	CTN Scheme Application with a Commercial/Pharmaceutical Sponsor <i>Description: Ethical Review or Site Specific Assessment (SSA) of New Study</i>	\$6000
2	CTX/CTE Scheme Applications <i>Ethical Review or Site Specific Assessment (SSA) of New Study</i>	\$6000
3a	Pharmaceutical sponsor – substudies or extensions <i>Description: Ethical Review or Site Specific Assessment (SSA) of Extension Study</i>	\$3000
3b	Pharmaceutical sponsor – registry study <i>Description: Ethical Review or Site Specific Assessment (SSA) of Registry Study</i>	\$3000
4	Clinical Trials supported by, but not instigated by, a Pharmaceutical Company <i>Description: Ethical Review or Site Specific Assessment (SSA) of New Study</i>	\$1100
5	Research Projects funded by Grants <i>Description: Ethical Review or Site Specific Assessment (SSA) of New Study</i>	\$200
6	PhD Projects <i>Description: Ethical Review or Site Specific Assessment (SSA) of New Study</i>	\$200
7	Application for Clinical Trial with sponsorship from collaborative groups <i>Description: Ethical Review or Site Specific Assessment (SSA) of New Study</i>	\$300

8	Single-site, investigator-initiated study where the Principal Investigator is based at one of the affiliated institutions (Australian National University, University of Canberra, Australian Catholic University or ACT Health) <b>Description: Ethical Review or Site Specific Assessment (SSA) of New Study</b>	\$200
9	Single-site, investigator-initiated study where the Principal Investigator is neither a student/employee of ACT Health nor one of the affiliated institutions listed above. <b>Description: Ethical Review or Site Specific Assessment (SSA) of New Study</b>	\$200

### Amendments to Existing Projects

Commercially funded

10	Protocol amendments <sup>1</sup> <b>Description: see below</b>	\$1000
11	Investigator Brochure and other amendments <sup>2</sup> <b>Description: see below</b>	\$500
12	Minor amendments <sup>3</sup> <b>Description: see below</b>	\$250

<sup>1</sup>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

<sup>2</sup>B 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)

<sup>3</sup>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 (no fee for student projects below the level of PhD)**

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) <b>Description: Ethical Review <u>or</u> Site Specific Assessment (SSA) of New Study</b>	\$60
14	Low Risk Project: Where the Principal Investigator is a PhD student.	\$60
15	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. <b>Description: Ethical Review <u>or</u> Site Specific Assessment (SSA) of New Study</b>	\$80

**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.



ACT Health

Research Ethics and Governance Office  
Human Research Ethics Committee

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

Phone: 02 5124 5659 or 02 5124 7968

Email: [ethics@act.gov.au](mailto:ethics@act.gov.au)

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