**College Research Ethical Form Non-Invasive Procedures**

THE COLLEGE RESEARCH ETHICS COMMITTEE

This application form covers research dealing with non-invasive procedures such as interviews, focus groups and those questionnaires that contain sensitive information.

***This form is available on PCE, Paro Website at*** [***http://www.pce.edu.bt***](http://www.pce.edu.bt/)

***Proposed Research Project***

# Responses to the following questions must be typed

1. **Title of Project:**
2. **Aims of Project:** *(Describe briefly)*

# Person responsible:

Name:

Position:

Contact details:

Address:

Phone/mobile/fax:

|  |  |
| --- | --- |
| 4. **Associates** *(Including Honours and Postgraduate Students):* |  |
| Name(s): |
| 5. **Technicians associated with the research:** |
| Name:6. **Funding:** Is this application the subject of a grant proposal? | YES | NO |
| If YES, state name of organization: Has this protocol been funded? | YES | NO |
| 7. **Proposed date of commencement:** |  |
| 8. **Duration and estimated finishing date:** |
| 9. **Approximate intended number of participants:** |
| 10. **Source of participants:** |

1. **Briefly describe the research methods to be used.** (e.g. interviews, focus groups, etc.)
2. **(a) Please describe any risks or serious burdens which this research might pose for your participants and how this will be rectified.** (e.g intrusion upon privacy, embarrassment, emotional upset)

# (b) Does this research involve subject matter of particularly sensitive nature?

(e.g) participants’ knowledge of, or participation in, illegal issues: issues deemed particularly sensitive by the cultural community of which the participants are members, etc.)

1. **If the research involves interviews with participants, briefly explain what mechanisms (if any) will be in place to respond to foreseeable eventualities such as: a revelation of illegal activity by or involving the participant; disclosure of the institutional mismanagement; a participant becoming distraught because of the subject matter of the interview, etc** (e.g. Are interviewers trained for this project? Will interviewers have names and contact numbers of appropriate referral services? Is it appropriate for some arrangements to be made to respond to disclosure of harm or illegal activity involving participants?)

# Will your participants receive any financial reward or other compensation for their time and inconvenience? If yes, give details.

1. **What steps will you take to obtain the agreement of your participants to take part in the research? Please attach a copy of the Plain Language Statement/Consent Form.**
2. **Does this research involve any impediments to obtaining the full understanding, free agreement of participants to take part in the project?** (eg. will some or all participants be people of limited competence to consent or young children? If so, give details of how you will negotiate an agreement for the participation of these persons through a family member, career, legal guardian or other person.)
3. **Are potential participants in this research independent of relationship, which may limit their belief that they are free to refuse participation?** If so, give details of the steps you will take to preserve their right to refuse participation.

# Does the project require the withholding of relevant information about the aims and conduct of the research? If yes, explain why

1. **Does this research require that participants be deceived about a relevant aspect of the aims or nature of the research of their participation?** If so, explain why deception is required and how the interests of the participants will be protected, including what they will be told about the research and their participation.
2. **Will participants be informed that they are free at any time to discontinue participation?** If yes, give details. If no, explain why.

# Who will have access to the information you collect?

1. **Confidentiality of records**
	1. How will confidentiality of records be maintained during the study?
	2. Are the records to be preserved after the study is completed?
	3. If YES, how will the confidentiality of the records be protected during the period of their preservation?

# Ethical Issues

Please indicate which, if any, of the following ethical issues are involved in this research.

* 1. Will participants be photographed by camera or video?
	2. Will participants be tape-recorded?
	3. Does the research involve any stimuli, tasks, investigations or procedures, which may be experienced by the subjects as stressful, noxious, aversive or unpleasant?
	4. In this study are there any procedures known (or thought) to be beneficial or harmful to one group of participants (EXPERIMENTAL) being withheld from another group of participants (CONTROL)?
1. **Are there any other ethical issues raised by this research?** If so, what steps will you take in response to them?
2. **Is anything in the conduct of the research project likely to be subject to legal constraint?** If so, what steps will you take in response?

# How will the results of your research be presented?

1. **How will anonymity be preserved in publications?**

# Signatures of responsible investigator and associates:

Researcher: Date

Co-Researcher (If any):

 Date

 Date

 Date

Head of Department or Date

Supervisor Date

Comments, if any.

………………………………………………………………………………………………

………………………………………………………………………………………………

………………………………………………………………………………………………

………………………………………………………………………………………………

………………………………………………………………………………………………

***Adapted from the form of the Human Research Ethics Committee of the University of New England, Australia***