

From: [Human Research Ethics](#)
To: [Alison Nuske](#); [Fiona Rillotta](#); [Michelle Bellon](#); A.Richdale@latrobe.edu.au
Subject: 8242 ETHICS approval notice (5 March 2019)
Date: Tuesday, 5 March 2019 11:16:00 AM

Dear Alison,

Your conditional approval response for project 8242 was reviewed by the Chairperson of the Social and Behavioural Research Ethics Committee (SBREC) and was **approved**. The ethics approval notice can be found below.

APPROVAL NOTICE

Project No.: **8242**

Project Title: Transition to and first year of university for students on the autism spectrum

Principal Researcher: Mrs Alison Nuske

Email: alison.nuske@flinders.edu.au

Approval Date: 5 March 2019 Ethics Approval Expiry Date: **30 November 2021**

The above proposed project has been **approved** on the basis of the information contained in the application, its attachments and the information subsequently provided with the addition of the following comments.

Additional comments:

1. Please ensure that copies of the correspondence granting permission to conduct the research from (i) Universities; and (ii) state-based and national autism associations are submitted to the Committee *on receipt*. Please ensure that the SBREC project number is included in the subject line of any permission emails forwarded to the Committee. Please note that data collection should not commence until the researcher has received the relevant permissions (item D8 and Conditional approval response – number 10).
2. In the circumstance that organisations have their own ethics processes, please provide a copy of the organisations committee's ethics approval notice *on receipt*. Please note that data collection should not commence until the researcher has received ethics committee approvals where relevant (item G1 and Conditional approval response – number 11).

RESPONSIBILITIES OF RESEARCHERS AND SUPERVISORS

1. Participant Documentation

Please note that it is the responsibility of researchers and supervisors, in the case of student projects, to ensure that:

- all participant documents are checked for spelling, grammatical, numbering and formatting errors. The Committee does not accept any responsibility for the above mentioned errors.
- the Flinders University logo is included on all participant documentation (e.g., letters of Introduction, information Sheets, consent forms, debriefing information and questionnaires – with the exception of purchased research tools) and the current Flinders University letterhead is included in the header of all letters of introduction. The Flinders University international logo/letterhead should be used and documentation should contain international dialling codes for all telephone and fax numbers listed for all research to be conducted overseas.
- the SBREC contact details, listed below, are included in the footer of all letters of introduction and information sheets.

This research project has been approved by the Flinders University Social and Behavioural Research Ethics Committee (Project Number 'INSERT PROJECT No. here following approval'). For more information regarding ethics approval of the project the Executive Officer of the Committee can be contacted by telephone on 8201 3116, by fax on 8201 2035 or by email human.researchethics@flinders.edu.au.

2. Annual Progress / Final Reports

In order to comply with the monitoring requirements of the *National Statement on Ethical Conduct in Human Research (2007-Updated 2018)* an annual progress report must be submitted each year on the **5 March** (approval anniversary date) for the duration of the ethics approval using the report template available from the [Managing Your Ethics Approval](#) SBREC web page. *Please retain this notice for reference when completing annual progress or final reports.*

If the project is completed *before* ethics approval has expired please ensure a final report is submitted immediately. If ethics approval for your project expires please submit either (1) a final report; or (2) an extension of time request and an annual report.

Student Projects

The SBREC recommends that current ethics approval is maintained until a student's thesis has been submitted, reviewed and approved. This is to protect the student in the event that reviewers recommend some changes that may include the collection of additional participant data.

Your first report is due on **5 March 2020** or on completion of the project, whichever is the earliest.

3. Modifications to Project

Modifications to the project must not proceed until approval has been obtained from the Ethics Committee. Such proposed changes / modifications include:

- change of project title;
- change to research team (e.g., additions, removals, principal researcher or supervisor change);
- changes to research objectives;
- changes to research protocol;
- changes to participant recruitment methods;
- changes / additions to source(s) of participants;
- changes of procedures used to seek informed consent;
- changes to reimbursements provided to participants;
- changes / additions to information and/or documentation to be provided to potential participants;
- changes to research tools (e.g., questionnaire, interview questions, focus group questions);
- extensions of time.

To notify the Committee of any proposed modifications to the project please submit a Modification Request Form available from the [Managing Your Ethics Approval](#) SBREC web page. Download the form from the website every time a new modification request is submitted to ensure that the most recent form is used. Please note that extension of time requests should be submitted prior to the Ethics Approval Expiry Date listed on this notice.

Change of Contact Details

Please ensure that you notify the Committee if either your mailing or email address changes to ensure that correspondence relating to this project can be sent to you. A modification request is not required to change your contact details.

4. Adverse Events and/or Complaints

Researchers should advise the Executive Officer of the Ethics Committee on 08 8201-3116 or human.researchethics@flinders.edu.au immediately if:

- any complaints regarding the research are received;
- a serious or unexpected adverse event occurs that effects participants;
- an unforeseen event occurs that may affect the ethical acceptability of the project.

Kind regards
Wendy Green

On behalf of Andrea Mather

Ms Andrea Mather (formerly Fiegert) and Ms Rae Tyler
Ethics Officers and Executive Officers, Social and Behavioural Research Ethics Committee

Ms Andrea Mather Monday - Friday	T: +61 8201-3116 E: human.researchethics@flinders.edu.au
Ms Rae Tyler Monday, Wednesday and Friday mornings	T: +61 8201-7938 E: human.researchethics@flinders.edu.au
A/Prof David Hunter SBREC Chairperson	T: +61 7221-8477 E: david.hunter@flinders.edu.au
Dr Deb Agnew SBREC Deputy Chairperson	T: +61 8201-3456 E: deb.agnew@flinders.edu.au
SBREC Website	Social and Behavioural Research Ethics Committee (SBREC)

[Research Development and Support](#) | Union Building Basement
Flinders University
Sturt Road, Bedford Park | South Australia | 5042
GPO Box 2100 | Adelaide SA 5001

CRICOS Registered Provider: The Flinders University of South Australia | CRICOS Provider Number 00114A

This email and attachments may be confidential. If you are not the intended recipient, please inform the sender by reply email and delete all copies of this message.