

## Alison Nuske

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**From:** Human Research Ethics  
**Sent:** Friday, 10 May 2019 11:11 AM  
**To:** Alison Nuske; Fiona Rillotta; Michelle Bellon; A.Richdale@latrobe.edu.au  
**Subject:** 8242 ETHICS modification No.2 approval notice (10 May 2019)

**Importance:** High

Dear Alison

The [Acting](#) Chairperson of the [Social and Behavioural Research Ethics Committee \(SBREC\)](#) at Flinders University has reviewed and approved the modification request that was submitted for project 8242. A modification ethics approval notice can be found below.

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## MODIFICATION (No.2) 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](mailto:alison.nuske@flinders.edu.au)

Modification  
Approval Date:

10 May 2019

Ethics Approval  
Expiry Date:

30 November 2021

I am pleased to inform you that the modification request submitted for project 8242 on the 5 May 2019 has been reviewed and approved by the SBREC Deputy Chairperson. A summary of the approved modifications are listed below. Any additional information that may be required from you will be listed in the second table shown below called 'Additional Information Required'.

Approved Modifications	
Extension of ethics approval expiry date	
Project title change	
Personnel change	
Research objectives change	
Research method change	
Participants – addition +/- change	
Consent process change	

Recruitment process change	
Research tools change	X
Document / Information Changes	X
Other (if yes, please specify)	

<b>Additional Information Required</b>
None.

## 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](mailto:human.researchethics@flinders.edu.au).*

### 2. Annual Progress / Final Reports

Please be reminded that 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 **5 March** (approval anniversary date) for the duration of the ethics approval.

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 next report is due on **5 March 2020** or on completion of the project, whichever is the earliest. The report template is available from the [Managing Your Ethics Approval](#) SBREC web page. *Please retain this notice for reference when completing annual progress or final reports.*

### 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 complete and submit the *Modification Request Form* which is 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 Executive Officer 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](#) immediately on 08 8201-3116 or [human.researchethics@flinders.edu.au](mailto:human.researchethics@flinders.edu.au) 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  
Rae

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#### **Andrea Mather and Rae Tyler (Mon, Wed and Fri morning)**

Executive Officers, Social and Behavioural Research Ethics Committee

Research Development and Support

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[http://www.flinders.edu.au/research/researcher-support/ebi/human-ethics/human-ethics\\_home.cfm](http://www.flinders.edu.au/research/researcher-support/ebi/human-ethics/human-ethics_home.cfm)



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