# LOW RISK RESEARCH QUESTIONNAIRE (Postgraduate)

**Applicant details**

|  |  |
| --- | --- |
| Name of Applicant(s) |  |
| Applicant’s email address |  |
|  |  |
| Applicant enrolled qualification |  |
|  |  |
| School and Faculty |  |
|  |  |
| Contact Phone |  |
|  |  |
| Supervisor(s) |  |
| Supervisor(s) email addresses |  |
|  |  |
| Project Title |  |
|  |  |
| Project Start Date and Duration |  |

**Part A**

The statements below are being used to determine the risk of your project causing physical or psychological harm to participants and whether the nature of the harm is minimal and no more than is normally encountered in daily life. The degree of risk will then be used to determine the appropriate approval procedure.

**Does your Project involve any of the following?**

*(Please answer all questions. Please indicate either YES or NO for each question)*

**Risk of Harm**

|  |  |
| --- | --- |
| 1. Situations in which the researcher may be at risk of harm. | YES NO |
| 2. Use of questionnaire or interview, whether or not it is anonymous which might reasonably be expected to cause discomfort, embarrassment, or psychological or spiritual harm to the participants. | YES NO |
| 3. Processes or results that are potentially disadvantageous to a person or group, such as the collection of information which may expose the person/group to discrimination. | YES NO |
| 4. Collection of information of illegal behaviour(s) gained during the research which could place the participants at risk of criminal or civil liability or be damaging to their financial standing, employability, professional or personal relationships. | YES NO |
| 5. Collection of blood, body fluid, tissue samples or other samples. | YES NO |
| 6. Any form of exercise regime, physical examination, deprivation (e.g. sleep, dietary). | YES NO |
| 7. The administration of any form of drug, medicine (other than in the course of standard medical procedure), placebo. | YES NO |
| 8. Physical pain, beyond mild discomfort. | YES NO |
| 9. Any EIT teaching which involves the participation of EIT students for the demonstration of procedures or phenomena which have a potential for harm. | YES NO |

**Informed and Voluntary Consent**

|  |  |
| --- | --- |
| 10. Participants whose identity is known to the researcher who give oral consent rather than written consent (if participants are anonymous, you may answer No). | YES NO |
| 11. Participants who are unable to give informed consent. | YES NO |
| 12. Research on your own students/pupils. | YES NO |
| 13. The participation of children (seven (7) years old or younger). | YES NO |
| 14. The participation of children under sixteen (16) years old where parental consent is not being sought. | YES NO |
| 15. Participants who are in a dependent situation, such as people with a disability, or residents of a hospital, nursing home or prison or patients highly dependent on medical care. | YES NO |
| 16. Participants who are otherwise vulnerable. | YES NO |
| 17. The use of previously collected information or biological samples for which there was NO explicit consent for this research. | YES NO |

**Privacy/Confidentiality Issue**

|  |  |
| --- | --- |
| 18. Any evaluation of services or organisational practices where information of a personal nature may be collected and where participants may be identified. | YES NO |

**Deception**

|  |  |
| --- | --- |
| 19. Deception of the participants, including concealment and covert observations. | YES NO |

**Conflict of Interest**

|  |  |
| --- | --- |
| 20. Conflict of interest situation for the researcher (e.g. is the researcher also the lecturer/teacher/treatment-provider/colleague or employer of the research participants or is there any other power relationship between the researcher and the research participants?) | YES NO |

**Compensation to Participants**

|  |  |
| --- | --- |
| 21. Payments or other financial inducements (other than reasonable reimbursement of travel expenses or time) to participants. | YES NO |

**Procedural**

|  |  |
| --- | --- |
| 22. A requirement by an outside organisation (e.g. a funding organisation or a journal in which you wish to publish) for EIT’s Research Ethics and Approvals Committee approval. | YES NO |
| 23. This research contributes towards an EIT Postgraduate or Masters thesis / applied research project. | YES NO |

**Use of proprietary internet survey software (e.g. Google Forms, SurveyMonkey, Zoomerang)**

|  |  |
| --- | --- |
| 24. Any staff or graduate students who develop internet-based surveys as part of their research at EIT must complete the Internet Survey Software Agreement form included in the RAD or Research Notification forms. | YES NO |

**Part B**

The flowchart on the last page should be used to determine if your project requires ethical approval by a Regional Health and Disability Ethics Committee.

**Determine the type of approval procedure to be used (choose one option):**

|  |  |  |
| --- | --- | --- |
| If you answer YES to any of the questions 1 to 23 (Part A) and the HDEC flowchart result is “NO. HDEC review is NOT required for your study”, then  **Prepare an application for the EIT Research Ethics and Approvals C’tee using the RAD (Postgraduate) form.** |  | If you follow the HDEC flowchart and the result is “YES. HDEC review is required for your study”, then  **Prepare an application using the Health & Disability Ethics Committee Application Form** |

The HDEC website is:

<http://www.ethics.health.govt.nz/applying-review>

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| **Key Information** | |
| **Review Frequency** | 36 |
| **Last Review** | 12/1/2015 |
| **Next Review** | 12/1/2018 |
| **Related Items** | AG200-6: Research Requiring Ethical Approval and Notification; : Application for Research Approval (Postgraduate); AG104-6: Code of Conduct Postgraduate Research: Code of Conduct Postgraduate Research Supervision Agreement; AG104-5: Code of Conduct Postgraduate Research Supervision Contract; : REAC Flow (Postgraduate); AG102-2 : Recognition of Authorship; QA102: Recognition of Authorship; AG102-1: Recognition of Authorship Agreement; AG200-5: Research Protocol for Working with Māori; AG200-7: Student Participants in Research |

