Research Ethics Review Checklist

This checklist should be completed for every research project that involves human participation, the collection or study of their data, organs and/or tissue. It is used to identify whether a full application for ethics approval needs to be submitted.

Before completing this form, please refer to the University Code of Research Ethics. The principal investigator or, where the principal investigator is a student, the supervisor, is responsible for exercising appropriate professional judgement in this review.

The checklist must be completed before potential participants are approached to take part in any research.

Section I: Project details

Project title:
Proposed start date:
Proposed end date:

Section II: Applicant details

Name of researcher (applicant):	
Status (delete as appropriate):	
Brunel e-mail address:	
Telephone number:	

Section III: For students only

Module name and number or MA/MPhil course and School:	
Supervisor's or module leader's name:	
Supervisor's/module leader's Brunel e-mail address:	

Supervisor: Please tick the appropriate boxes. The study should not begin until all boxes are ticked:

☐	The student has read the University's Code of Research Ethics
☐	The topic merits further research
☐	The student has the skills to carry out the research
☐	The participant information sheet or leaflet is appropriate
☐	The procedures for recruitment and obtaining informed consent are appropriate
☐	A risk assessment has been completed.
☐	A CRB check has been obtained (where appropriate)

Comments from supervisor:

Section IV: Description of project

Please provide a short description of your project:

Section V: Research checklist

Please answer each question by ticking the appropriate box:

	YES	NO
1. Does the project involve participants who are particularly vulnerable or unable to give informed consent (e.g., children, people with learning disabilities, your own students)?	☐	☐
2a. Will the study require the co-operation of another organisation for initial access to the groups or individuals to be recruited?	☐	☐
2b. If the answer to question 2a is **Yes**, will the research involve people who could be deemed in any way to be vulnerable by virtue of their status within particular institutional settings (e.g., students at school, members of self-help group, residents of nursing home, prison or other institution where individuals cannot come and go freely)?	☐	☐
3. Will it be necessary for participants to take part in the study without their knowledge and consent at the time (e.g., covert observation of people in non-public places)?	☐	☐
4. Will the study involve discussion of sensitive topics (e.g., sexual activity, drug use) where they have not given prior consent to such discussion?	☐	☐
5. Are drugs, placebos or other substances (e.g., food substances, vitamins) to be administered to the study participants or will the study involve invasive, intrusive or potentially harmful procedures of any kind?	☐	☐
6. Will the study involve the use of human tissue or other human biological material?	☐	☐
7. Will blood or tissue samples be obtained from participants?	☐	☐
8. Is pain or more than mild discomfort likely to result from the study?	☐	☐
9. Could the study induce psychological stress or anxiety or cause harm or negative consequences beyond the risks encountered in normal life?	☐	☐
10. Will the study involve prolonged or repetitive testing?	☐	☐
11. Will financial inducements (other than reasonable expenses and compensation for time) be offered to participants?	☐	☐
12. Will the study involve recruitment of patients or staff through the NHS?	☐	☐

If you have answered 'yes' to ***any*** of the questions in Section V, you will need to describe more fully how you plan to deal with the ethical issues raised by your research. You

should use the appropriate School form or the University Application Form for Research Ethics Approval.

If you have answered 'no' to all questions, **send the completed and signed form to your School's Research Ethics Committee, for their records.**

If you answered 'yes' to ***question 12***, you will also have to submit an application to the appropriate external health authority ethics committee, **after** you have received approval from the School Research Ethics Committee.

Please note that it is your responsibility to follow the University's Code of Research Ethics and any relevant academic or professional guidelines in the conduct of your study. **This includes providing appropriate information sheets and consent forms, and ensuring confidentiality in the storage and use of data.** Any significant change in protocol over the course of the research should be notified to the School Research Ethics Officer and may require a new application for ethics approval.

Signed:
Date:
Principal Investigator:
Supervisor or module leader (where appropriate):
Signed:
Date: