

LOCAL COMMITTEE CHECKLIST:

COMMITTEE CONTACT DETAILS:

Name of Committee: Research Ethics Committee, UL Hospitals Group, Mid-West Region.
Contact Person: Ms. Nicola Moloney, A/Research Ethics & Clinical Trial Co-ordinator.
Address: Quality & Safety Department, UL Hospitals Group, HSE, Unit 2,
Loughmore Avenue, Raheen Business Park, Limerick, V94 P7X9
Tel: 061 482817
E-Mail: ULHGResearchEthicsandClinicalTrials@hse.ie

LOCAL REQUIREMENTS (IF ANY):

All applications should **be typed, signed and dated** by the ****principal investigator**.

****PLEASE NOTE FOR A STUDY TO BE COVERED UNDER THE CLINICAL INDEMNITY SCHEME, THE PRINCIPAL INVESTIGATOR MUST BE AN EMPLOYEE OF A DELEGATED STATE AUTHORITY (DSA) (I.E – A HSE HOSPITAL/INSTITUTION). STUDIES WHERE THE DSA EMPLOYEE IS ONLY LISTED AS A CO-INVESTIGATOR, WILL NOT BE COVERED UNDER THE CLINICAL INDEMNITY SCHEME.**

16 hard copies (in complete packs) together with **one e-copy** should be forwarded to Ms. Nicola Moloney at the postal address above and at ULHGResearchEthicsandClinicalTrials@hse.ie
A submission should include **Information Leaflets, Consent Forms, Questionnaires, Study Protocol** etc (if applicable).

Please take care when completing your submission as incomplete packs or an incomplete submission will not be accepted. This will only delay the REC approval process for your research.

A **Privacy Impact Assessment Form** should be completed and submitted to the Information Governance Office at IGO.ULHG@hse.ie for review and approval should the site for your study fall within the ULHG or to the DDPO West at ddpo.west@hse.ie if the study is to be conducted within the CHO3 area. **You should also submit the completed PIA as part of your submission to the REC.**

APPLICATIONS WHICH DO NOT FULFILL THE ABOVE LOCAL REQUIREMENTS WILL BE DEEMED INVALID AND RETURNED TO YOU FOR RE-SUBMISSION.

COMMITTEE REMIT:

Reviews applications to conduct research in:

- a. University Hospital Limerick.
- b. University Maternity Hospital Limerick.
- c. Croom Hospital.
- d. Ennis Hospital.
- e. Nenagh Hospital.
- f. St. John's Hospital (28/03/2019)
- g. CHO3.

SECTIONS OF COMMON FORM TO BE COMPLETED:

Complete all Sections

LOCAL RESTRICTIONS (IF ANY):

None

FEEES:

€1,000.00 for Clinical Trials