



MEDICAL ADVISORY PANEL

Human Research Ethics Committee (EC00360)

Funding submission application form 2019–2020

WHO CAN APPLY?

All members and staff of St John Ambulance Australia are invited to apply. Australian tertiary students who have the necessary skills and are undertaking high quality and relevant research in 2019–2020, are also invited to apply.

SUBMISSION

Applications must be submitted by **Tuesday 18 June 2019**.

Submissions should be emailed to publications@stjohn.org.au

FOR FURTHER DETAILS, CONTACT:

Gabrielle Lhuede, Secretariat, Medical Advisory Panel

St John Ambulance Australia Inc.

E publications@stjohn.org.au | T 02 6239 9209

10–12 Campion Street, Deakin ACT 2600 | PO Box 292, Deakin West, ACT 2600

1. APPLICANT DETAILS	
Name of applicant/principal researcher	
Organisation	
Relevant qualifications and research experience	
Contact details	Address
	Telephone
	Facsimile
	E-mail
Co-researcher(s) details	Name
	E-mail
	Name
	E-mail
	Name
	E-mail
Project supervisor (if applicable)	Name
	E-mail

2. PROJECT OVERVIEW	
Project title	
Anticipated start date	
Anticipated end date	
Project summary	

3. PROJECT DETAILS	
Research questions	
Research background Include theoretical, empirical and/or conceptual basis and background evidence, eg previous studies, review of literature, etc.	
Benefits How does your research project relate to first aid and St John Ambulance? What is the first aid 'knowledge gap' being addressed by your project?	
Risks to participants	
Risks to researchers	
Methodology Tick all relevant methods of research	Anonymous questionnaires Internet questionnaires Other questionnaires Questionnaires requesting intimate personal, identifying, or sensitive information Face to face interviews which do not request personal or sensitive information Observation of participant's usual activities Observation of an activity set up for the purposes of the study Access to medical records (or records which contain intimate personal information, and are individually identifiable and are not publicly available) Face to face interviews which request personal or sensitive information Focus groups Action research Experiment or testing of a procedure, drug or equipment
Project plan Including timeframes	

4. PARTICIPANTS	
<p>Population sample Please tick the group/s from which your sample of participants will be drawn for this study</p>	<p>General public Friends or family Work colleagues People with whom you have an ongoing professional relationship (eg students or clients) Children or young people under the age of 18 years Patients of a hospital or clinic where you need approval to do the research Prisoners or people in the care of correctional services Members of the armed forces Aboriginal and/or torres strait islander peoples Other (specify)</p>
Participant description	
Total number of participants	
<p>Participation experience What will participation involve?</p>	
<p>Relationships Specify any relationship between the potential participants and any of the research team.</p>	
<p>Recruitment How will potential participants be recruited and 'screened'? Attach the text of any letter, website, e-mail, advertisement to be used to contact potential participants.</p>	
<p>Consent process Describe how you will obtain consent to participate from participants. Attach the consent form(s) that you will use.</p>	

5. CONFIDENTIALITY/PRIVACY	
Source of information	<p>Collection directly from the participant</p> <p>Collection from another person about the participant</p> <p>Use or disclosure of information by another organisation</p> <p>Use of information which you or your organisation collected previously for a purpose other than the research project</p>
Information collected Describe the information to be collected.	
Using information Describe how information collected about participants will be used in this project.	
Storage How will the information be stored (eg in the Cloud; on disk), and what measures will be taken to ensure security?	
Disposal How long will information be stored and how will information be disposed?	
Ownership Who owns the information resulting from the research?	
Individual results Will results that relate to individuals be reported back to them? If yes, how will this be done?	
Results dissemination How will the results be distributed? List target publications, if applicable.	

6. BUDGET	
Provide details of your budget, and justifications against costs	
Is funding being provided by an external party? If yes, please describe.	
How much money is requested from St John Ambulance Australia?	

7. DECLARATION

I certify that:

all information is truthful and complete as possible

I have had access to and read the [*National Statement on Ethical Conduct in Human Research \(2007\) - updated 2018*](#)

the research will be conducted in accordance with the *National Statement*

the research will be conducted in accordance with the *St John Ambulance Australia Guidelines for Researchers*

I will immediately report to the HREC anything that might warrant review of the ethical approval of this proposal

I will inform the HREC if the research project is discontinued before the expected date of completion

I will provide a final report to the HREC.

If my funding application is successful, I will:

provide evidence of ethics approval from my university when available

provide a quarterly report of the progress of my report

agree to publish a report of the research and to acknowledge St John scholarship funding in any reports, presentations and publications.

Applicant signature

Date