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Skip to main content B) For all study protocols that require Faculty Human or Animal Research Ethics Committee clearance Two standing subcommittees of the IRC will be responsible for the scientific review of protocols requiring human or animal ethics clearance. The two standing subcommittees of the IRC namely the Human Research Scientific Review and the Animal Research Scientific Review subcommittees will be responsible for establishing an explicit and formal scientific review process that evaluates the scientific merit and potential risks of each protocol before the protocol is submitted to Faculty's Human or Animal Research Ethics Committees. Dr Keren Middelkoop and A/Professor Suraj Parihar chair the subcommittees respectively, and each subcommittee is made up of members drawn from within the IDM and UCT with relevant background and experience. Send an electronic copy of the application (to Andruween Kadalie (ext 6098) including names of two potential and suitably qualified researchers/reviewers affiliated to or within the IDM and UCT but who are not collaborators. Andruween in turn will log the application with a tracking number. Hardcopies will be requested only once the relevant IRC subcommittee has approved the application. For protocols requiring human scientific reviews, the following materials are to be submitted: FHS013 Protocol Synopsis Consent and assent documents Original protocol if a sub-study Any other relevant appendices If your protocol is a sub-study of an existing study, please include a brief description of the parent study, the current status of the parent study, and how the sub-study will fit with the parent study. Andruween will forward the proposal electronically to the subcommittee Chair who in turn assigns the proposal to a member of the subcommittee as primary reviewer. The secondary reviewer will be assigned by the subcommittee member and will be drawn from the names of potential reviewers as per applicant's recommendation Protocols to be reviewed within one week. Comments of primary and secondary reviewers will be sent to all members of the relevant subcommittee. Each subcommittee will meet and consider all reviews. Hardcopies of approved proposals will be requested and signed on the same day. A report will be sent to the applicant within 24 hours to give the applicant the opportunity to respond and/or revise their application if the proposal requires revision. The applicant will thus have approximately three days to re-submit to the subcommittee Chair, prior to the HREC and AREC deadlines. Approval of resubmissions is however at the discretion of the subcommittee Chairs and outstanding or major issues may be held over to the next subcommittee meeting. Due Dates for submission of applications for 2022 Scientific and Ethics reviews are listed here. Andruween Kadalie services the Subcommittees. PLEASE ALSO NOTE: The IRC Committees will not normally review Grant applications unless a complete protocol is submitted for review. Protocols that are the result of successful grant awards following the C1 process, and that have already undergone scientific review, will only be re-reviewed by the IRC if substantive changes to the study design have taken place. Mechanisms are in place to deal with urgent applications. Please notify either Keren Middelkoop or Jo-Ann Passmore, and Assistant Research Management Accountant Joy Joachim well in advance of a looming deadline should this be anticipated, so that the necessary arrangements can be made to expedite the approval process. Resubmission of amended proposals to AERC require the Animal Research Scientific Committee Chair and IDM Director signatures. An additional column has been added to accommodate due dates for required signatures. Eligibility Criteria for IRC Expedited Review: Protocol submitted outside the published submission-review cycle for which there is reasonable confidence that UCTHREC will also offer expedited review. 'Reasonable confidence' would in almost all instances need the investigator to approach the UCTHREC Chair for confirmation. Protocol involving minimal complexity, for example: establishment of biobanks or databases; some laboratory studies using previously stored samples. IDM/UCT involvement is a minor component of an external study, for example: laboratory analysis of non-endpoint assays for samples collected at non-UCT sites. Protocol is a sub-study of a previously IRC and UCTHREC reviewed and approved protocol that is carried out in the same study population with expansion of the same aims and interventions. FURTHER DETAILS of the Faculty Human and Animal Research Ethics Committees are found here: www.health.uct.ac.za/fhs/research/humanethics/about www.health.uct.ac.za/fhs/research/animalethics/members



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