

ADDRESS FOR ALL CORRESPONDENCE  
RESEARCH ETHICS AND GOVERNANCE OFFICE  
ROYAL PRINCE ALFRED HOSPITAL  
CAMPERDOWN NSW 2050



Health  
Sydney  
Local Health District

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REFERENCE: X15-0445 & HREC/15/RPAH/593

12 May 2016

Dr K Bell  
Sydney School of Public Health  
Edward Ford Building A27  
Fisher Road  
UNIVERSITY OF SYDNEY NSW 2006

Dear Dr Bell,

**Re: Protocol No X15-0445 & HREC/15/RPAH/593 - "Pilot RCT of structured patient education and digital support compared to standard care on skin self-examination in patients treated for localised melanoma"**

The Executive of the Ethics Review Committee, at its meeting of 10 May 2016 considered your correspondence of 27 April 2016. In accordance with the decision made by the Ethics Review Committee, at its meeting of 9 December 2015, ethical approval is granted.

The proposal meets the requirements of the *National Statement on Ethical Conduct in Human Research*.

This approval includes the following:

- NEAF (AU/1/1AC226)
- Information for Participants (Master Version 2, 27 April 2016)
- Participant Consent Form (Master Version 2, 25 November 2015)
- Questionnaire (14/02/2009)

You are asked to note the following:

- **This letter constitutes ethical approval only.**

You must NOT commence this research project at ANY site until you have submitted a Site Specific Assessment Form to the Research Governance Officer and received separate authorisation from the Chief Executive or delegate of that site.

On the basis of this ethics approval, authorisation may be sought to conduct this study within any NSW public health organisation and/or within any private organisation which has entered into an appropriate memorandum of understanding with the Sydney Local Health District, Sydney Local Health Network or the Sydney South West Area Health Service.

The Committee noted that authorisation will be sought to conduct the study at the following sites:

- Royal Prince Alfred Hospital
- Melanoma Institute Australia
  
- This approval is valid for four years, and the Committee requires that you furnish it with annual reports on the study's progress beginning in **May 2017**. If recruitment is ongoing at the conclusion of the four year approval period, a full re-submission will be required. Ethics approval will continue during the re-approval process.
  
- This human research ethics committee (HREC) has been accredited by the NSW Department of Health as a lead HREC under the model for single ethical and scientific review and is constituted and operates in accordance with the National Health and Medical Research Council's *National Statement on Ethical Conduct in Human Research* and the *CPMP/ICH Note for Guidance on Good Clinical Practice*.
  
- You must immediately report anything which might warrant review of ethical approval of the project in the specified format, including unforeseen events that might affect continued ethical acceptability of the project.
  
- You must notify the HREC of proposed changes to the research protocol or conduct of the research in the specified format.
  
- You must notify the HREC and other participating sites, giving reasons, if the project is discontinued at a site before the expected date of completion.
  
- If you or any of your co-investigators are University of Sydney employees or have a conjoint appointment, you are responsible for informing the University's Risk Management Office of this approval, so that you can be appropriately indemnified.
  
- Where appropriate, the Committee recommends that you consult with your Medical Defence Union to ensure that you are adequately covered for the purposes of conducting this study.

Should you have any queries about the Committee's consideration of your project, please contact me. The Committee's Terms of Reference, Standard Operating Procedures, membership and standard forms are available from the Sydney Local Health District website

A copy of this letter must be forwarded to all site investigators for submission to the relevant Research Governance Officer.

The Ethics Review Committee wishes you every success in your research.

Yours sincerely,

A handwritten signature in cursive script, appearing to read 'Sharon Falleiro'.

Sharon Falleiro  
**Executive Officer**  
**Ethics Review Committee (RPAH Zone)**

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