

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

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12 June 2020

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.

Dear Ms Ouchida,

Re: Protocol no. X20-0166 – “A prospective, randomised controlled trial: Evaluating the use of mouthguards to reduce tongue injury among epilepsy patients undergoing video electroencephalography (VEEG) monitoring”

Thank you for submitting the above named Human Research Ethics Application (HREA) for HREC review. In accordance with the decision made by the Ethics Review Committee, at its meeting of 10 June 2020, ethical approval is granted.

I am pleased to advise that final ethical approval has been granted on the basis of the following: The research project meets the requirements of the *National Statement on Ethical Conduct in Human Research*.

This approval includes the following:

- HREA (Version 3, 11 June 2020)
- Protocol (Version 2, 22 May 2020)
- Participant Information Statement /Consent Form – Adult (Master Version 3, 11 June 2020)
- Participant Information Statement /Consent Form – Person Responsible (Master Version 3, 11 June 2020)
- Master Code Sheet (Version 1.0, 16 April 2020)
- Data Collection Form 1 (Version 2, 22 May 2020)
- Data Collection Form 2 (Version 2, 22 May 2020)
- Data Collection Form 3 (Version 2, 22 May 2020)
- Research Data Management Plan (Version 1, 16 April 2020)

You are asked to note the following:

On the basis of this ethics approval, authorisation may be sought to conduct this study within any NSW/QLD/VIC/SA/WA/ACT 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 site: **Royal Prince Alfred Hospital**

- This approval is valid for five years, and the Committee requires that you furnish it with annual reports on the study's progress beginning in **June 2021**. 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.

If you are not using REGIS, 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.

Regards,

A handwritten signature in black ink, appearing to read 'Patricia Plenge', with a long horizontal flourish extending to the right.

Patricia Plenge
Executive Officer
Ethics Review Committee (RPAH Zone)