



Our Reference: 95457\_approval

19<sup>th</sup> July 2023

Dr Zephania Tyack  
Queensland University of Technology  
Australian Centre for Health Services Innovation  
60 Musk Avenue  
Kelvin Grove QLD 4059

Dear Dr Tyack

**HREC Reference number: HREC/2023/QTHS/**

**Project title: Implementing, scaling up and sustaining a co-designed care navigation model to improve mental health service access in regional Australia: 'The Bridging Study' - MAIN PROTOCOL**

Thank you for submitting the above project for ethical and scientific review. This project was considered by Townsville Hospital and Health Service Human Research Ethics Committee (HREC) at the meeting on 06/04/2023 and subsequent responses to requests for further information were reviewed by designated lead reviewers on 13/07/2023.

The Townsville Hospital and Health Service HREC is constituted according to the National Health and Medical Research Council's *'National Statement on Ethical Conduct in Human Research' (NHMRC, 2007, updated 2018)*. The Townsville Hospital and Health Service HREC operates in accordance with the *'Ethical conduct in research with Aboriginal and Torres Strait Islander Peoples and communities: Guidelines for researchers and stakeholders (NHMRC, 2018)*; and the *'National Statement on Ethical Conduct in Human Research' (NHMRC, 2007, updated 2018)*. Attached is the HREC composition with membership category and affiliation with the Hospital (Attachment I).

The HREC has granted approval of this greater than low risk research project. The research proposal meets the requirements of the *National Statement on Ethical Conduct in Human Research (NHMRC, 2007, updated 2018)*.

<b>Documents reviewed and approved:</b>	<b>Version</b>	<b>Date</b>
Participant Information Sheet and Consent Statement		
Response to HREC Letter		27/06/2023
Study Protocol	1.1	27/03/2023
Appendix 1 Quantitative data collection	1	27/03/2023
Appendix 2 Implementation Diary Template	1	27/03/2023
Community Consultations Run Sheet	2	22/06/2023
Community Consultation (Hub 2) flyer wording	2	22/06/2023
Community Consultation Spokes flyer wording	2	22/06/2023
Community Consultation and Workshop (Spokes) Participant Information Sheet	2	22/06/2023
Community Consultation and Workshop Consent Form	2	22/06/2023
Community Consultation and Workshop (Hub 2) Participant Information Sheet	2	22/06/2023
Interview Guide Service Users and Providers	1	27/03/2023
Interviews (Service Providers) Consent Form	2	22/06/2023
Interviews (Service Providers) Participant Information Sheet	1	27/03/2023
Interview (Service Users) Consent Form	2	22/06/2023
Recruitment Video Script	2	22/06/2023
Service Users Screening Questions	1	27/03/2023
Service provider email wording	1	27/03/2023
Service user flyer wording	2	22/06/2023
Workshop Guide (outline)	2	22/06/2023

Documents noted:	Version	Date
Human Research Ethics Application Form	Jun ver 2	30/06/2023
Curriculum Vitae – Z Tyack		2023
Curriculum Vitae – S McPhail		Nov 2021
Curriculum Vitae – S Larkins		2023
Curriculum Vitae – R Tulleners		Jan 2023
Curriculum Vitae – H Carter		2023
Curriculum Vitae – G Aarons		2023
Curriculum Vitae – B Abell		2023
Curriculum Vitae – A Barnett		2023

The research project has ethical approval for the following sites:

Mackay Hospital and Health Service  
 Navicare Moranbah  
 Issac Shire  
 Greater Whitsundays Communities

Please note the following key dates for this study:

**HREC approval expiry: 19/07/2028**  
**Annual report due: 30/04/2024**

**You are reminded that this letter constitutes ethical approval only. You must not commence this research project at a site until separate authorisation from the CEO or Delegate of that site has been obtained.**

**If conducting this study in a Health Service, a copy of this approval must be submitted to the Health Service Research Governance Officer/Delegated Personnel with a completed Site Specific Assessment (SSA) Form and supporting study documents for authorisation from the CEO or Delegate to conduct this research at the approved sites. Refer to the local THHS website for further information on Site Specific Assessment: <https://www.health.qld.gov.au/townsville/tresa/index>**

Please note the following conditions of approval:

1. The Principal Investigator or study sponsor will report anything to the Committee which might warrant review of ethical approval of the project, including:
  - a) Within 72 hours of becoming aware of the event:
    - i. All significant safety issues and urgent safety measures taken as a response to the significant safety issue.
  - b) Within 15 calendar days of a sponsor's decision:
    - i. Notification of temporary halt of a study for safety reasons,
    - ii. Early termination of a study for safety reasons.
  - c) Within 15 calendar days of becoming aware of the event or report:
    - i. Any unforeseen events that might affect the ethical acceptability of the project,
    - ii. Any protocol violations and deviations from the study protocol that implicate participant consent, participant safety or data integrity,
    - iii. If the project is discontinued at a site before the expected date of completion,
    - iv. Where applicable, all industry safety monitoring and or Data and Safety Monitoring Board (DSMB) reports.

**Do not** submit individual line listings or individual adverse event reports to the HREC.

2. The Principal Investigator will provide an **annual progress report** and a final report at the completion of the study in the specified format to the HREC. The final report should include a copy of the results and/or publication, if not available at the time of reporting these must be provided in a timely manner. For clinical trials the annual report must include a safety report including a clear summary of the evolving safety profile of the trial.
3. Proposed amendments to the research protocol or conduct of the research which may affect the ongoing ethical acceptability of the project must be submitted first to the HREC for review, then to the relevant Research Governance Offices (RGO).

Proposed amendments to the research protocol or conduct of the research which only affects the ongoing site acceptability of the project are to be submitted to the relevant RGOs only.

Further advice on submitting amendments is available from  
<https://www.health.qld.gov.au/townsville/tresa/index/human-research-ethics-committee-hrec/amendments>

4. The HREC may undertake active monitoring of this research at any time. This may include random inspections of research sites, data, or consent documentation; and or interviews with research participants or other forms of feedback from them. Refer to the Factsheet – Reporting to the HREC (Attachment II) for more information on monitoring and reporting requirements.

Should you require any additional information, please contact the HREC Coordinator on (07) 4433 1440 or TSV-Ethics-Committee@health.qld.gov.au. The HREC Terms of Reference, Standard Operating Procedures, membership and standard forms are available from <https://www.health.qld.gov.au/townsville/tresa/index/human-research-ethics-committee-hrec>.

Once site specific authorisation to conduct the research has been granted, please complete the Commencement Form (Attachment III) and return to the HREC Coordinator.

The HREC wishes you every success in your research.

Kind regards,



Dr Hudson Birden  
Chairperson  
Human Research Ethics Committee  
Townsville Hospital and Health Service