# GREENSLOPES RESEARCH & ETHICS COMMITTEE

## Terms Of Reference

### PURPOSE

To provide a forum to consider the ethical aspects of proposed research, to examine and debate ethical and legal issues arising in the care of patients and to advise the Chief Executive Officer of the recommendations in matters of ethical significance.

### FUNCTIONS

- To consider ethical implications of all proposed research projects WITHIN Ramsay Health Care facilities in Queensland and to determine whether or not they are acceptable on ethical grounds.
- To provide for surveillance of research projects until completion so that the Committee may be satisfied that they continue to conform with approved ethical standards.
- To maintain a register of all research projects.
- To make recommendations on the ethical implications of institutional policies brought to the notice of the committee from Executive.
- Provide a perspective to Executive pertaining to the management of specific ethical issues arising in patient care.
- To maintain communication with the NHMRC Australian Health Ethics Committee and to provide access, upon request, to information in the Institutional Ethics Committee’s records.
- To provide advice to the Gallipoli Research Foundation on the ethical implications of research grant submissions.

### REPORTING STRUCTURE & PROCESS

Provides regular feedback to the Executive Management Committee and submits an annual summary report of research activities to NHMRC.

### SUB COMMITTEES

Nil

### CHAIR

Appointed by CEO

### DEPUTY CHAIR

Elected annually. Delegated the responsibility of Chair in the Chair’s absence or if a conflict of interest is perceived.

### MEMBERSHIP

The tenure of membership will be four years unless otherwise approved by the CEO.

- Director Medical Services
- Director of Clinical Services
- Minister of Religion
- Legal Representative
- Researchers
- Medical Representatives
- Pharmacist
- Laypersons (not associated with institution) x 2

### QUORUM

5 people

### SECRETARY

Ethics Secretary

### FREQUENCY OF MEETINGS

Monthly (except for January when there will be no meeting)

### FORMULATED

March 1995

### LAST REVISED

March 2018