

MEMORANDUM

To: Metro South Health Research Community

Copies to: Metro South Research Council
Metro South Research Committee

From: Metro South Research **Contact No:** 07 3443 8065

Subject: Updated Metro South Research Administration Fees – Effective 1st March 2022

Dear Metro South Research Community,

Metro South Health has endorsed a change to the fees for Human Research Ethics Committee (HREC) and Site-Specific Assessment (SSA) submissions for commercially sponsored studies effective from 1st March 2022.

The revised commercial fee structure is outlined in the table below and is exclusive of GST

| Item | Type of Research Application | Fee (Exc GST) |
|--|--|---------------|
| Metro South HREC Office/r Review | New Research Project | \$5500 |
| | Major Amendment [#] | \$1000 |
| Metro South Research Governance Office/r | New Research Project | \$5500 |
| | Non Standard Contract Review ^{##} | \$1500 |

[#]A 'Major Amendment' is considered more than an administrative change requiring review by the MSH HREC Chair or Deputy Chair, (eg additional safety information or changes to the research protocol). Each addition of a site or a substudy to the HREC approval also falls under the definition of a major amendment

^{##} Use of Nonstandard Contracts: Where a commercial sector entity wishes to engage with Metro South Health using a nonstandard agreement that requires legal review, a review fee is applicable as outlined above.

For commercially sponsored studies, the updated Metro South Research Administration Fee Form must be uploaded into Ethics Review Manager (ERM) with each new HREC/SSA/Major Amendment submission. The updated form is available on the [Metro South Research Website](#).

As a reference point, please find attached the updated complete set of Schedule of Fees for Research Administration (HREC/SSA Submissions and Amendments).

For further information please contact Manager, Research Integrity and Compliance via MSH-Research@health.qld.gov.au.

Sincerely,



Prof John Upham
Chair, Metro South Research

10/02/2022

Prepared by: Ms Sonia Hancock
 Manager, Integrity and Compliance
 Metro South Research
 07 3443 8046
 07.02.2022

Attachment 1

Schedule of Fees for Research Administration (HREC/SSA Submission and Amendments)

1.1 Commercial Studies (sponsored by a Commercial Entity)

| Item | Type of Research Application | Fee (Exc GST) |
|--|------------------------------|----------------|
| Metro South HREC Office/r Review | New Research Project | \$5500 |
| | Major Amendment | \$1000 |
| Metro South Research Governance Office/r | New Research Project | \$5500 |
| | Non Standard Contract Review | \$1500 |

1.2 Collaborative Research Groups (a legal entity which acts as the Sponsor of the research project)

| Item | Type of Research Application | Fee (Exc GST) |
|--|------------------------------|----------------|
| Metro South HREC Office/r Review | New Research Project | \$700 |
| | Addition of a Site | \$150 |
| | Major Amendment | \$150 |
| Metro South Research Governance Office/r | New Research Project | \$700 |

1.3 University Initiated

| Item | Type of Research Application | Fee (Exc GST) |
|--|------------------------------|----------------|
| Metro South HREC Office/r Review | New Research Project | \$150 |
| | Major Amendment | \$50 |
| Metro South Research Governance Office/r | New Research Project | \$150 |

1.4 Principal Investigator Initiated (for Non-Metro South-Led Research Projects)

| Item | Type of Research Application | Fee (Exc GST) |
|--|------------------------------|----------------|
| Metro South HREC Office/r Review | New Research Project | \$150 |
| | Major Amendment | \$50 |
| Metro South Research Governance Office/r | New Research Project | \$150 |