

# PROCEDURE

## Research Management - Research Integrity

PR2018/176  
Version No. 1.0

### PURPOSE

---

The community and those responsible for funding research, expect research to be conducted responsibly, ethically and with integrity. To facilitate this confidence, Metro South Hospital and Health Service ('Metro South Health') employees involved in research must be aware of and abide by the [Australian Code for the Responsible Conduct of Research 2018](#) ('the Code'). The Code articulates the broad principles that characterise an honest, ethical and conscientious research culture. It establishes a framework for responsible research conduct that provides a foundation for high-quality research, credibility and community trust in the research endeavour. This procedure outlines the expectations and process for the conduct of research in Metro South Health or research conducted under the auspices of Metro South Health facilities/services.

### OUTCOME

---

Adherence to this procedure will ensure all research conducted within Metro South Health or in collaboration with external entities/institutions, is of the highest ethical and scientific standard and is compliant with relevant legislation, standards and guidelines.

This procedure applies to:

- all Metro South Health employees who conduct human research within or in association with Metro South Health facilities, or through access to Metro South Health participants
- all personnel (including researchers, students and visitors) involved in all aspects of human research in or in association with Metro South Health.

Failure to comply with this procedure may amount to research misconduct on the part of the responsible individual. This procedure must be read in conjunction with other Metro South Health Research Management procedures.

### KEY PRINCIPLES

---

The following key principles guide Metro South Health in fostering research integrity.

- In compliance with the Code, which represents the core behaviours that characterise the responsible conduct of research, Metro South Health is committed to upholding the Code's eight [Principles of responsible research conduct](#):

P1 Honesty

P2 Rigour

P3 Transparency

P4 Fairness

P5 Respect

P6 Recognition

P7 Accountability

P8 Promotion

- Metro South Health and the individual researchers/employees working within Metro South have shared responsibilities for ensuring the integrity of research.
- Metro South Health has an institutional responsibility for establishing and maintaining an appropriate framework and culture within which research is conducted. Critical to this endeavour are the ethical leadership and espoused values of Metro South Health and the shared values and expectations of honesty and integrity that characterise our leadership and culture.
- Individual researchers have responsibility for ensuring their own behaviours and actions are consistent with organisational values, policies and procedures and with the Code. Researchers must also support and enable the appropriate conduct of others.
- Compliance with the Code is a requirement for the receipt of funding by National Health and Medical Research Council (NHMRC) or Australian Research Council (ARC).
- Metro South Health is obligated to abide by the Code as well as other applicable legislative and policy requirements. The Health Service is responsible for ensuring that research is fostered and underpinned by a research culture which encourages and supports responsible research conduct.

## LEGISLATION OR OTHER AUTHORITY

---

### Legislation

- *Crime and Corruption Act 2001 (Qld)*
- *Criminal Code Act 1899 (Qld)*
- *Defence Trade Controls Act 2012 (Cth)*
- *Gene Technology (Queensland) Act 2016 (Qld)*
- *Gene Technology Act 2000 (Cth)*
- *Hospital and Health Boards Act 2011 (Qld)*
- *Industrial Relations Act 1999 (Qld)*
- *Information Privacy Act 2009 (Qld)*
- *National Health and Medical Research Council Act 1992 (Cth)*
- *Privacy Act 1988 (Cth)*
- *Public Health Act 2005 (Qld)*
- *Public Interest Disclosure Act 2010 (Qld)*
- *Public Sector Ethics Act 1994 (Qld)*
- *Public Service Act 2008 (Qld)*
- *Statutory Bodies Financial Management Act 1982 (Qld)*
- *Therapeutic Goods Act 1989 (Cth)*

### Regulations and standards

- Gene Technology Regulations 2001 (Cth)
- Hospital and Health Boards Regulation 2012 (Qld)
- Information Privacy Regulation 2009 (Qld)
- Public Service Regulation 2008 (Qld)
- Statutory Bodies Financial Arrangements Regulation 2007 (Qld)
- Therapeutic Good (Medical Devices) Regulations 2002 (Cth)
- Therapeutic Goods Regulations 1990 (Cth)

### Statements, papers and guidelines

- National Health and Medical Research Council (NHMRC):
  - [Australian Code for the Care and Use of Animals for Scientific Purposes 2013](#)
  - [Australian Code for the Responsible Conduct of Research 2018](#)

- [Guidelines to Promote the Wellbeing of Animals Used for Scientific Purposes 2008](#)
- [Guide to Managing and Investigating Potential Breaches of the Australian Code for the Responsible Conduct of Research 2018](#)
- [National Approach to Single Ethical Review of Multi-Centre Research](#)
- [National Statement on Ethical Conduct in Human Research \(2007\)](#)
- [Values and Ethics - Guidelines for Ethical Conduct in Aboriginal and Torres Strait Islander Health Research 2003](#)
- Queensland Government: [Code of Conduct for the Queensland Public Service](#)
- [Singapore Statement on Research Integrity](#)
- Therapeutic Goods Administration:
  - [Note for Guidance on Good Clinical Practice \(CPMP/ICH/135/95\) 2000 - Annotated with TGA Comments](#)
  - [The Australian Clinical Trial Handbook](#)
- [World Medical Association Declaration of Helsinki](#)

### **Metro South Health policies, procedures, manuals and frameworks**

- [Research Complaints and Misconduct Procedure \(PR2017/124\)](#)
- Authorship Procedure (TBA)
- [Metro South Health Research Support Scheme Procedure \(2017/120\)](#)
- [Research Biorepositories Policy \(PL2017/53\)](#)
- [Risk Management Policy \(PL2013/06\)](#)
- [Integrated Risk Management Framework](#)
- [Finance Management Practice Manual \(FMPM\)](#)
- [Management of Conflict of Interest Policy \(PL2014/0038\)](#)
- [Management of Conflict of Interest - All Staff Procedure \(PR2016-66\)](#)
- [Workplace Conduct - Ethics, Integrity and Accountability Procedure \(WS.E.PR.1.0\)](#)
- [Reporting Corrupt Conduct Procedure \(WS.E.PR.1.1\)](#)
- [Public Interest Disclosure \(PID\) Procedure \(WS.E.PR.1.2\)](#)
- [Employee Complaints Procedure \(WS.E.PR.1.3\)](#)
- [Discipline Action Procedure \(WS.H.PR.1.0\)](#)
- [Suspension With or Without Salary Procedure \(WS.H.PR.1.1\)](#)
- [Engagement of External Legal Advice Procedure \(WS.H.PR.1.3\)](#)

## **RESPONSIBILITIES**

---

### **Executive Management**

- Ensure Metro South Health promotes a culture that fosters and values responsible conduct of research generally and promotes research integrity by ensuring accountability mechanisms are in place for implementing the Code, including responsibilities to funding agencies and their own governance frameworks.
- Ensure Metro South Health systems are in place for the management of concerns, complaints or allegations about potential breaches of the Code as outlined in the [Research Complaints and Misconduct Procedure \(PR2017/124\)](#).

## Centres for Health Research

- Develop, disseminate, implement and review Metro South Health processes that promote adherence to the Code and address any systemic issues relating to matters of research integrity and implement corrective actions.
- Oversee and monitor the ethical conduct of research in Metro South Health, provide advice and direction on matters relating to conflict of interest in research.
- Ensure the integrity of the Metro South Health Research Support Scheme (RSS) application, peer-review, grant selection and research evaluation processes, funding decisions and research outcomes.
- Raise the awareness of the importance of research integrity and of the possible consequences if appropriate standards are not maintained and retain a conflict of interest register.
- Uphold and abide by the [Responsibilities of institutions](#)—R1 to R8—outlined within the Code.

## Principal Investigators, employees, researchers, research student supervisors and students

- Where a Metro South Health employee has an interest that conflicts or may conflict with their duties, the employee must disclose the interest and must not take any further action relating to the matter that is or may be affecting the conflict.
- Uphold and abide by the [Responsibilities of researchers](#)—R14 to R28—outlined within the Code.

## SUPPORTING DOCUMENTS

---

Attachment 1 - [Application](#)

Attachment 2 - Metro South Health Research Conflict of Interest Disclosure Form

## DEFINITIONS

---

See the [Metro South Health Research Management Glossary](#)

## PROCEDURE - RESEARCH INTEGRITY

---

### STEP 1: Promote a culture that fosters and values responsible conduct of research

Principal Investigators, supervisors, mentors and research student supervisors must provide researchers and research students/trainees with:

- Information regarding the current requirements and responsibilities of a student or staff member for the responsible conduct of research and guidance in good research practice in Metro South Health.
- A 'Facility Induction' upon their commencement in research, which includes reference to relevant legislative requirements or government guidelines.
- Information regarding relevant Metro South Health policies and procedures, including the Code, the Code of Conduct for the Queensland Public Service, research ethics policies and privacy requirements.
- Any workplace health and safety or environmental protection requirements for research practices, specific equipment or work spaces including laboratories.

## **STEP 2: Provide a foundation for high-quality research, credibility and community trust in the research endeavour**

Line Managers, Supervisors and Principal Investigators must ensure that each new research student or employee is paired with a responsible and appropriately qualified supervisor or mentor. When participating in supervision of research students and staff, an appropriate person must:

- Provide advice in all matters of good research practice, including avoiding or acknowledging biases, consistent with the Code.
- Take all reasonable measures to ensure, as far as possible, the validity of research data obtained by a research student under their supervision.
- Adhere to the standard for behaviour outlined in the Code of Conduct for the Queensland Public Service and according to the [Note for Guidance on Good Clinical Practice \(CPMP/ICH/135/95\) 2000 - Annotated with TGA Comments](#).

Line Managers, Supervisors and Principal Investigators must take all reasonable measures to be satisfied that the research methods and outcomes of researchers under their supervision are appropriate and valid. They must also ensure that research trainees are appropriately acknowledged for their work and ensure the validity of research data obtained by a student/research trainee under their supervision.

## **STEP 3: Promote fairness in authorship, publication and peer-review**

Line Managers, Supervisors and Principal Investigators, mentors and research student supervisors must support researchers and research students/trainees to appropriately reference and cite the work of others and give credit, including authorship where appropriate, to those who have contributed to the research. Please see Authorship Procedure (TBA) for more information.

## **STEP 4: Identify and manage potential, perceived or actual conflict of interests**

Conflicts of interest in research must be declared and managed in the public interest.

Persons involved in research, who have an interest that conflicts or may conflict with their duties, must disclose the interest and comply with the directions of the relevant manager/delegate to ensure appropriate management of the conflict of interest.

Disclosure of conflicts of interest may be via the Metro South Health Research Conflict of Interest Disclosure Form (Attachment 2), or other appropriate document or record relevant to the specific endeavour (e.g. committee meeting minutes, file notes, e-mail records). To support efficient and effective identification and management of conflicts of interest relevant to the Metro South Health RSS, specific Metro South Health RSS Conflict of Interest Declaration Forms may be developed in consultation with the Probity Advisor and recorded in a register to act as a record of the Metro South Health RSS conflict management process.

Conflicts of interest in research must be referred to an appropriate Metro South Health delegate such as — line manager, committee or panel Chair (e.g. HREC Chair, Research Council Chair, Research Committee Chair, Grants Sub-Committee Chair), Workforce Services, Centres for Health Research, Executive Management and, where necessary, the Research Integrity Advisor. This chain of accountability ensures any conflicts are clearly identified and appropriately managed. In relation to the Metro South Health RSS, conflict of interest clearance measures and processes for the Grants Administration Office and Research Committee, involved in preparation of the yearly Funding Guidelines, funding categories and Evaluation Plan of the Metro South Health RSS, must be implemented. This ensures Metro South Health employees who are directly involved in the development of the application assessment criteria demonstrate integrity and transparency.

## **STEP 5: Research complaints and misconduct**

A failure to meet the principles and responsibilities set out in the Code is a breach of the Code. A breach of the Code occurs on a spectrum from minor breaches to those that are more serious. A serious breach of the Code that is carried out with intent or recklessness or negligence is particularly egregious and might be assessed as, and referred to as research misconduct. The [Research Complaints and Misconduct Procedure \(PR2017/124\)](#) outlines the preferred model that Metro South Health utilised to investigate and manage potential breaches, determine any corrective actions to ensure the integrity of the research record and when a finding of research misconduct may be made.

## PROCEDURE DETAILS

---

**Procedure Number**

PR2018/176

**Procedure Name**

Metro South Health Research Management -  
Research Integrity Procedure

**Policy Reference**

PL2017/55

Metro South Health Research Management  
Policy

**Supersedes**

Nil

**Procedure Author**

Erica Wright, Project Manager, Research  
Development, Centres for Health Research,  
Metro South Health

**Portfolio Executive Director**

Professor Timothy Geraghty, A/Chair, Centres  
for Health Research, Metro South Health

**Approving Officer**

Dr Michael Cleary, Executive Director  
PAH-QEII Health Network  
Metro South Health

**Approving Date**

12 October 2018

**Effective From**

12 October 2018

**Date of Last Review**

12 October 2018

**Date of Next Review**

12 October 2021

### 1.0 Principle 1 Honesty

In accordance with the Code, honesty pertains to the development, undertaking and reporting of research in that information must be presented truthfully and accurately in proposing, conducting and reporting research. Metro South Health expects that Principal Investigators, employees, researchers, research student supervisors and students abide by relevant Research Management policies and procedures, and understand Metro South Health's expectations for ethical and responsible behaviour.

#### 1.1 Ethical clearance

Researchers must comply with all ethical clearance requirements in conducting research in Metro South Health. Where research projects involve humans or animals as research participants, approval must be sought from the appropriate Human Research Ethics Committee (HREC) or Animal Ethics Committee (AEC). Please see [Ethical and Scientific Review of Human Research Procedure \(PR2017/113\)](#) and [Specific Human and Animal Ethical and Scientific Review Requirements Procedure \(PR2017/114\)](#) for more information.

The design and conduct of research projects must consider the:

- [National Statement on Ethical Conduct in Human Research 2007](#)
- [Australian Code for the Responsible Conduct of Research 2018](#)
- [Australian Code for the Care and Use of Animals for Scientific Purposes 2013.](#)

#### 1.2 Research governance authorisation

Researchers must comply with all research governance authorisation requirements in conducting research in Metro South Health.

Metro South Health supports collaborative research with other institutions. Research can involve a wide range of collaborations within institutions and between institutions, both nationally and internationally. Researchers involved in joint research across institutions must ensure that a research contract, also known as an agreement, is established for each collaboration. Collaborative research contracts and agreements must be in writing and must cover:

- intellectual property
- confidentiality and copyright issues
- sharing commercial returns
- responsibility for ethics and safety clearance
- reporting to appropriate agencies
- the protocols to be followed by the partners when disseminating the research outcomes
- the management of primary research materials and location of research data.

The research contract or agreement must be signed by authorised representatives from all parties please see [Research Contracts and Study Execution Procedure \(PR2017/122\)](#) for more information.



### 1.3 Publicly funded research

Publicly funded research must be honestly managed to safeguard community confidence. Metro South Health expects the highest standards of integrity in all aspects of research it funds or administers. These standards also apply to the application process for Australian Research Council (ARC), National Health and Medical Research Council (NHMRC), Metro South Health and other granting body funding.

Researchers must comply with relevant funding rules and guidelines and provide honest and accurate information to enable the funding body to assess research proposals and evaluate research excellence.

## 2.0 Principle 2 Rigour

Attention to detail and robust methodology as well as avoiding or acknowledging biases is vital in upholding rigour in the development, undertaking and reporting of research. Bias is a separate legal concept to conflicts of interest. Metro South Health researchers are expected to be committed to high standards of professional conduct in accordance with the accepted practice of their disciplines, codes of relevant external funding bodies and legislative requirements.

### 2.1 Research data

Research data is recognised as a valuable product of the research process and are useful to researchers throughout the research cycle. All research data, including primary materials, are Metro South Health records and must be stored, accessed, disposed of or transferred in accordance with Metro South Health policy and procedure.

Research data should generally be made available, via open access, for use by other researchers unless a specific and valid reason exists for not doing so.

Metro South Health is committed to the protection of personal information which may be contained in research data and primary materials. When collecting, accessing, storing, using or disclosing personal information, researchers must abide by the mandatory requirements of the *Information Privacy Act 2009 (Qld)*. The [Research Data Integrity and Information Procedure \(PR2017/125\)](#) provides guidance on the following aspects of managing research data and should be consulted prior to commencing a research project:

- research data management planning
- storage and security of research data
- retention
- record keeping
- access, privacy and confidentiality
- disposal.

It is also important to note that:

- Data underpinning research conducted at Metro South Health (including electronic data) must be recorded in a protected, durable and appropriately referenced form.
- Researchers must maintain a catalogue of all research data in an accessible form.
- Research data and other records relating to research must be retained for at least the minimum periods required by the [Queensland Government General Retention and Disposal Schedule \(GRDS\)](#), funding agency or publisher guidelines or in accordance with discipline norms, whichever is the longer period.

- Research material and data related to publications must be available for discussion with other researchers (unless confidentiality provisions apply).
- Research data and materials remain the property of Metro South Health, unless subject to a third-party agreement.

The utilisation of information and data, as a result of a research project, must be in accordance with ethical clearance and research governance authorisation. Changes to the utilisation of information, data, confidential information, participant information or personal information must be reviewed by the Metro South Health HREC. Use of data which differs to that which was approved must be submitted to the Metro South Health HREC Chair prior to taking further action.

## **2.2 Privacy and confidentiality**

Researchers are responsible for ensuring appropriate security for any confidential material in accordance with Metro South Health policies and procedures which comply with the *Information Privacy Act 2009 (Qld)* and *Privacy Act 1988 (Cth)*. Confidential information must only be used for the purpose for which it was made available and in accordance with ethical clearance and research governance authorisation. Researchers must maintain the confidentiality of any information to which they have been given access to on a confidential basis.

This includes ensuring secure storage for confidential information. Confidentiality agreements to protect intellectual property rights may be agreed between Metro South Health, the researcher and a sponsor of the research. Where such agreements limit free publication and discussion, limitations and restrictions must be agreed explicitly. Please see Intellectual Property policies and procedures (TBA) and [Research Data Integrity and Information Procedure \(PR2017/125\)](#) for more information.

## **3.0 Principle 3 Transparency**

The purpose of research is the creation and dissemination of new knowledge and emphasises the importance of transparency and due process to allow claims and findings to be tested by others. Transparency involves declaring interests and reporting research methodology, data and findings and includes:

- Sharing and communicating research methodology, data and findings openly, responsibly and accurately.
- Disclosing and managing conflicts of interest.

Conflicts of interest discussed within this procedure pertain to the conduct of research only. All other Metro South Health conflicts of interest are managed in accordance with the [Management of Conflict of Interest Policy \(PL2014/0038\)](#) and [Management of Conflict of Interest - All Staff Procedure \(PR2016-66\)](#).

### **3.1 Conflicts of interest in research**

All persons involved in research have an obligation to disclose and manage actual, potential or perceived conflicts of interest—an interest that conflicts or may conflict with their duties. The following persons must disclose the interest and comply with the directions of the relevant manager/delegate to ensure appropriate management of the conflict of interest:

- Principal Investigators, employees, researchers, research student supervisors and students.
- Members of the Metro South Health: HREC, Research Council and Committee, Investigation Panels, Research Support Scheme (RSS) Panels and sub-committees.
- Delegates, financial/business/cost centre managers and/or those involved in approval of funding.
- Metro South Health administrative and coordinating bodies (ie Centres for Health Research— Research Compliance, Research Support and Research Development).
- Metro South Health employees assisting in the development of the Metro South Health RSS Funding Guidelines specifically the Grants Administration Office (GAO).

A conflict of interest exists in a situation where an independent observer might reasonably conclude that the professional actions of a person are or may be unduly influenced by other interests. This refers to a financial or non-financial interest which may be a perceived, potential or actual conflict of interest.

A conflict of interest happens where there is a convergence between the individual interests of a person and their professional or other (such as personal, commercial or other professional) responsibilities. A conflict of interest may compromise the research process itself and/or Metro South Health's processes governing research, and may lead researchers or institutions to base decisions about the research on factors outside research requirements. Such compromises could undermine community trust in research.

### **3.2 Identification and management of conflicts of interest**

Conflicts of interest in the research area are common and it is important that they are disclosed and dealt with properly. Financial conflicts of interest are foremost in the public mind but other conflicts of interest also occur in research, including personal, professional and institutional advantages. The perception that a conflict of interest exists is also a serious matter and raises concerns about the integrity of individuals or the management practices of the institution.

Researchers frequently have a conflict of interest that cannot be avoided. Decision-making processes in research often need expert advice, and the pool of experts in a field can be so small that all the experts have some link with the matter under decision. Persons conducting research, have a responsibility to disclose at the time of proposing and reporting research, any potential conflict of interest that may influence or be perceived to influence the conduct of the research.

In each conflict of interest case, there should be full disclosure by those involved of the circumstances giving rise to concerns about the conflict of interest. This sometimes involves information that people are unwilling to disclose publicly. A researcher may disclose a conflict of interest and have an ethically acceptable reason for not disclosing what the conflict is. The involvement of the researcher in the research is dependent on the review body being satisfied that the conflict can be managed without its nature being disclosed (National Statement Section 5.4.6).

### **3.3 Disclosure of conflicts of interest and insider trading**

All Metro South Health researchers have an obligation to declare and comply with appropriate management directions for actual, potential and perceived conflicts of interest. Disclosure of conflicts of interest must be made to editors of journals, to the readers of published work, and to external bodies from which funds are sought.

Researchers have an obligation to disclose, at the time of reporting or proposing research (for example, in a grant application), any conflict of interest which has the potential to influence research and

investigations, publication and media reports, grant applications, applications for appointment and promotion, or research commercialisation. Researchers must not make, or attempt to make, unlawful profits from their participation in, or knowledge of, research conducted at Metro South Health.

### **3.4 Conflict of interest involving members of a review body**

The Metro South Health review bodies, such as the HREC, Research Council and Committee, Investigation Panels, Research Support Scheme (RSS) Panels, must ensure that appropriate measures are adopted to manage conflicts of interest involving researchers who are conducting human research.

Additionally, any member of a Metro South Health review body, including any experts whose advice it seeks, must disclose any actual or potential conflict of interest in research to be reviewed including:

- personal involvement or participation in the research
- financial or other interest or affiliation
- involvement in competing research (National Statement Section 5.4.5).

Metro South Health may obtain independent probity advice in circumstances where a panel member is kept on a panel even though they have declared a conflict. This may assist in appropriate management, and ensure Metro South Health is aware of the relevant risks.

### **3.5 Conflicts of interest involving applicants**

In submitting applications to the Metro South Health HREC or RSS, Principal Investigators must:

- Avoid nomination of experts with whom any of the investigative team have a personal relationship (including but not limited to those of family, friends and associates with whom the investigator would socialise outside a work context).
- Avoid nomination of experts, with whom investigators have current or previous (within the past five years) collaborations on research, grant applications, publications or cooperative agreements or with whom a supervisory/sub-ordinate work relationship has existed.
- Avoid nomination of experts who are employed by the same organisation as any of the investigators that appear on the application.
- Declare to their line manager and to the Metro South Health Research Chair any actual, potential or perceived conflicts of interest in relation to the experts they nominate on the application.

Co-investigators and associate investigators must review the experts nominated on the application and declare to the Principal Investigator any actual, potential or perceived conflicts of interest in relation to the reviewers. All expert advisors engaged by a panel to review applications must complete a Metro South Health Research Conflict of Interest Disclosure Form (Attachment 2) prior to receiving any applications.

### **3.5 Management of a conflict of interest**

Metro South Health is required to ensure that robust and accountable conflicts of interest procedures are in place to ensure that reported conflicts of interest are resolved in favour of the public interest.

Wherever possible, supervisors and departments/divisions delegate should be the first point of contact when concerns arise. They are required to establish and maintain a high standard of behaviour in the environment in which the concerns have arisen. If a conflict of interest may exist for the supervisor or delegate, the first point of contact should be an experienced but independent senior mentor, such as the Metro South Health Research Integrity Advisor.

## 4.0 Principle 4 Fairness

It is vital for all Metro South Health Principal Investigators, employees, researchers, research student supervisors and students to demonstrate fairness in the treatment of others by:

- Treating fellow researchers and others involved in the research fairly and with respect.
- Appropriately referencing and citing the work of others.
- Giving credit, including authorship where appropriate, to those who have contributed to the research.

In addition to the principles outlined in the Code, all Metro South Health employees involved in research must adhere to the standard for behaviour outlined in the Code of Conduct for the Queensland Public Service. The Authorship Procedure (TBA) provides information regarding fairness in authorship, publication and peer review.

## 5.0 Principle 5 Respect

Respect for research participants, the wider community, animals and the environment is exhibited by:

- Treating human participants and communities that are affected by the research with care and respect, considering the needs of minority groups or vulnerable people.
- Ensuring that respect underpins all decisions and actions related to the care and use of animals in research.
- Minimising adverse effects of the research on the environment.

Community participation in research is encouraged and facilitated by Metro South Health and must be conducted in accordance with the [Statement on Consumer and Community Involvement in Health and Medical Research \(2016\)](#).

Some types of research can only be conducted subject to specific conditions such as approvals, permits and licences from external bodies for example research conducted in National Parks, waterways and in Aboriginal and Torres Strait Islander communities. Researchers must ensure that they make themselves aware of these requirements and comply with them in conducting the research.

## 6.0 Principle 6 Recognition

Recognition of the right of Aboriginal and Torres Strait Islander peoples to be engaged in research that affects or is of significance to them is a hallmark of responsible research conduct. Recognition involves:

- Recognising, valuing and respecting the diversity, heritage, knowledge, cultural property and connection to land of Aboriginal and Torres Strait Islander peoples.
- Engaging with Aboriginal and Torres Strait Islander peoples prior to research being undertaken, so that they freely make decisions about their involvement.
- Reporting to Aboriginal and Torres Strait Islander peoples the outcomes of research in which they have engaged.

Research involving Aboriginal and Torres Strait Islander peoples must only be conducted in accordance with [Values and Ethics - Guidelines for Ethical Conduct in Aboriginal and Torres Strait Islander Health Research 2003](#) and the [Guidelines for Ethical Research in Indigenous Studies](#).

## 7.0 Principle 7 Accountability

Persons involved in research are accountable for the development, undertaking and reporting of research by:

- Complying with relevant legislation, policies and guidelines.
- Ensuring good stewardship of public resources used to conduct research.
- Considering the consequences and outcomes of research prior to its communication.

This procedure mandates compliance with laws, regulations, guidelines and codes of practice governing the conduct of research in Australia and privacy, including the *Privacy Act 1988 (Qld)* (including the Australian Privacy Principles), *Hospital and Health Boards Act 2011 (Qld)* and *Public Health Act 2005 (Qld)*.

Common law obligations also arise from the relationships between institutions, researchers and participants, while contractual arrangements may impose further obligations. Industry standards pertaining to accountability include:

- the Australian Council on Healthcare Standards (ACHS) EQUIP National Guidelines Standard 15
- Note for Guidance on Good Clinical Practice (CPMP/ICH/135/95) – Annotated with TGA Comments. Therapeutic Goods Administration, 2000.

## 8.0 Principle 8 Promotion

Metro South Health promotes responsible research practices by fostering a research culture and environment that supports the responsible conduct of research. Establishing and promoting a responsible research environment is the most effective way of preventing research misconduct and other breaches of the Code. It also provides a sound basis for detecting and dealing with breaches of the Code should they arise. A strong research culture will demonstrate honesty and integrity, respect for human participants, animals and the environment, good stewardship of public resources used to conduct research, appropriate acknowledgment of the roles of others in research and responsible communication of research results.