

Contract for the Use of the Research Ethics Committee (REC)

1. Introduction

This contract outlines the terms and conditions for the use of the Research Ethics Committee (REC) services by independent researchers. By submitting a research proposal to the REC, the Principal Investigator (PI) agrees to comply with the following terms and conditions.

2. Parties Involved

- **Research Ethics Committee (REC):** The committee responsible for reviewing and approving research proposals to ensure ethical standards are met.
- **Principal Investigator (PI):** The lead researcher responsible for the conduct of the research project.
- **Institution:** The Voice Study Centre, which provides REC services but is not the sponsor of the research project.

3. Scope of Services

The REC provides the following services:

- Review and approval of research proposals.
- Guidance and support on ethical issues.
- Review of amendments to approved protocols. An additional fee will be required for significant amendments.
- Handling of appeals, complaints, and adverse events.

4. Responsibilities of the Principal Investigator (PI)

The PI agrees to:

- Submit a complete and accurate research proposal, including all required documentation.
- Ensure that the research complies with all applicable ethical guidelines and regulations.
- Implement any amendments or modifications required by the REC.
- Indemnify any adverse events and ethical breaches.
- Maintain confidentiality of all communications and decisions made by the REC.
- Obtain their own professional indemnity insurance to cover the research project.

5. Responsibilities of the Research Ethics Committee (REC)

The REC agrees to:

- Review research proposals in a timely and thorough manner.
- Provide clear and detailed feedback on proposals, including reasons for favorable or unfavorable review.
- Maintain confidentiality of all submitted proposals and related communications.

- Provide guidance and support to researchers on ethical issues.
- Handle appeals, complaints, and adverse events in a fair and impartial manner.

6. Decision-Making Process

- The REC will review proposals based on established ethical guidelines and criteria.
- Decisions will be communicated to the PI within [specified timeframe] of the review meeting.
- Independent researchers will be granted a favourable or unfavourable review.
- The PI has the right to appeal decisions and request further review if necessary. Additional fees will be required for appeals.

7. Amendments and Modifications

- Any amendments or modifications to the approved research protocol must be submitted to the REC for review and approval.
- Where significant revisions are needed, an additional resubmission fee will be required.
- The REC will review amendments in a timely manner and provide feedback to the PI.

8. Reporting and Monitoring

- The PI must indemnify any adverse events and ethical breaches.

9. Confidentiality

- All communications and decisions made by the REC will be kept confidential.
- The PI agrees to maintain the confidentiality of all REC communications and decisions.

10. Termination

- The PI may terminate the use of REC services by withdrawing the research proposal or project. The initial fee will be non-refundable.

11. Dispute Resolution

- Any disputes arising from the use of REC services will be resolved through mediation or arbitration as agreed upon by both parties.

12. Acceptance of Terms

By submitting a research proposal to the REC, the PI acknowledges and agrees to the terms and conditions outlined in this contract.

Principal Investigator (PI)

Name: _

Signature:

Date: ____

Research Ethics Committee (REC) Chair

Name: _

Signature: