

POLICYI015 INVESTIGATOR QUALIFICATIONS POLICY

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PURPOSE

To describe the requirements of Principal Investigators and Co-Investigators in regard to experience and qualifications to ensure that the research is conducted or supervised by persons or teams with experience, qualifications and competence that are appropriate for the research. Per **section 1.1 (e)** of the National Statement on Ethical Conduct in Human Research (2007) incorporating all updates. Also refer to *Section 3 – Supervision of Research Trainees* as per Australian Code for the Responsible Conduct of Research and NHMRC Research Governance Handbook: Guidance for the national approach to single ethical Review – December 2011.

1. Applicants (Principal Investigator) to Bellberry HREC must provide the following:

- proof of professional medical registration (if applicable)
- current copy of professional indemnity
- sponsor’s indemnity for clinical trials
- copy of their current (updated within the last 12 months) Curriculum Vitae (CV), to include the following requirements and dates where applicable:
 - work history
 - postgraduate training
 - professional college affiliations
 - list of publications
 - research history, expertise and experience
 - evidence of any specific training in research methods, clinical trials (where relevant) and ethical conduct

The names of all Co-Investigators involved in a study must be included on the application form. There is no requirement to provide the CV, professional registration and indemnity documents for Co-Investigators as this is a governance responsibility of the PI/institution (per NHMRC Research Governance Handbook: Guidance for the national approach to single ethical Review – December 2011).

However depending on the nature of the study and role of the Co-Investigator, CV may be requested. For example, a multi-site study where the CI has key responsibilities.

2. Further information may be requested by the Committee to ensure appropriate supervision and competence levels are adequate.

Personal Information will be handled according to the Bellberry Privacy Policy (PA006).