**Progress Report Form**

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Please ensure you have the latest version as advised on the website

|  |  |
| --- | --- |
| WAAHEC Reference: |  |
| Chief Investigator: |  |
| Chief Investigator phone |  |
| Chief Investigator organisation |  |
| Chief Investigator email |  |
| Project Title |  |
| Approval date of project |  |
| Expiry date |  |

1. Please details the recruitment
   1. The cohort details
   2. Any issues that emerged?
2. Please give a brief statement of progress since the approval and results/outcome if any.
3. Please describe the Aboriginal involvement in the study (e.g. Aboriginal investigators, research officers, orgnisations involved; governance structures formed such as Advisory, Reference or Steering Groups) and report a measurable involvement at each stage. (Meetings held and Co-Design). Refer to the undertakings made in your approved application/amendments.
4. Please describe knowledge translation activities that have taken place so far and the benefits that the study has provided to Aboriginal people, communities and/or organisations. Refer to the undertakings made in your approved application/amendments – Dissemination of research results and Translation Plan and report on measurable actions.
5. How many Aboriginal people have been employed and/or as members of the research team. Please explain at what capacity. Refer to your application/amendments and report measureable results
6. Please provide details of any unanticipated issues or concerns, relevant to ethics approval, that have emerged in the course of the project
7. Location of research project implementation:

Please provide name/s of town/s, city/cities, region/s or whether state-wide.

|  |  |  |
| --- | --- | --- |
|  | **Region** | **Specify the towns or communities in the Region** |
|  | Kimberley |  |
|  | Pilbara |  |
|  | Murchison Gascoyne/Midwest |  |
|  | Perth Metro |  |
|  | Central Desert |  |
|  | Goldfields |  |
|  | Great Southern |  |
|  | Wheatbelt |  |
|  | South West |  |
|  | Other – Please list (Provide name/s of town/s, city/cities, ACCHS, communities, region/s) |  |
|  | State Wide |  |
|  | National |  |
| Please list communities: | | |

1. Please list all publications/abstracts/articles that have been produced so far as a result of this research.

|  |  |  |
| --- | --- | --- |
| Details of publication | Submitted | Review complete |
|  |  |  |
|  |  |  |

1. Please list all intended publications.

|  |  |  |
| --- | --- | --- |
| Details of publication | Submitted | Review complete |
|  |  |  |
|  |  |  |

1. Are arrangements for data storage and security as approved? Please advise where, how and in what form data is currently stored? When, how and by whom will data be destroyed?
2. How does your research support each of the four Priority Reforms outlined in the National Agreement on Closing the Gap? List each Priority Reform and describe.
3. Does your research contribute to the progress of the socio-economic targets outlined in the National Agreement on Closing the Gap?
4. Would you like to provide details to engage in an interview? Yes No
   1. Please provide the contact details
   2. Mobile
   3. Email:
   4. Best time for contact
5. Please list all of the investigators.

|  |  |  |
| --- | --- | --- |
| Title and Name | Email | Is the investigator of Aboriginal and/or Torres Strait Islander origin? |
|  |  |  |
|  |  |  |

1. Project Narrative

|  |
| --- |
| Please provide the project Narrative (Guidelines below)  If you provided a Narrative in the application/amendment, has this changed? Yes No  If yes please amend and insert below. |
|  |

|  |
| --- |
| **Project Narrative Guidelines** |
| Communicates the public health relevance of the project to the public |
| No more than 2-3 sentences |
| Use plain language understandable by a general audience |
| Describe how, in the short or long term, the research would contribute to: the fundamental knowledge about the nature and behaviour of living systems, and/or the application of that knowledge to enhance health, lengthen life, and reduce illness and disability. |
| If the application is approved, the narrative will be available on the Ethics website |

1. Ethics Approvals

Please list the HRECs that have approved the research project

|  |  |  |
| --- | --- | --- |
| Name of Institutional Ethics Committee | | Date submitted/Outcome |
| 1. |  |  |
| 2. |  |  |

1. Name the areas of research

|  |  |
| --- | --- |
| List | Please list the topic that would be used for publication in a journal |
| 1 |  |
| 2 |  |
| 3 |  |

I, the Chief Investigator, acknowledge that the progress of the research project is in accordance with the conditions of ethics approval and complies with the NHMRC Guidelines.

**Signature of Chief Investigator Date**

Once completed please return this Progress Report to the WAAHEC secretariat via email: ethics@ahcwa.org