

## Process for the management of no risk research studies requiring ethical clearance

The Scientific Committee (SC) of a research entity reviews the proposal



The SC discusses and decides to *recommend* to the NWU-HREC/NWU-AnimCareREC that a study is a **no risk study** and requires *ethical clearance* only



Monthly, after each SC meeting the SC completes the **template** (provided by the Research Ethics Office), **attach the proposal** and *recommend* to the appropriate REC that the study is a **no risk study and require ethics clearance** due to:

- No human participants or their data/information involved
- No samples of human participants involved
- No animals involved
- No animal samples involved
- No impact on the environment
- Other reason they seem fit



The appropriate REC receives the recommendation (template and proposal) from the SC for ethics clearance of a no risk study



The Ethics office allocates a pre-allocated ethics number to the study



The REC reviews the template and proposal and ratifies the recommendation of the SC at the REC meeting following the receipt of the recommendation from the SC

Note: If the REC does not agree with the recommendation the SC is notified to provide the researcher with a letter of scientific approval and notify the researcher that a full ethics application is required



A letter of decision by the REC is sent to the researcher(s) that they have reviewed the proposal and cleared the study as a no risk study. The allocated ethics number will appear in this letter.

**Note:** This letter is bound into the thesis/dissertation in the case of a post-graduate student



**Note:** Should a researcher want to publish the study in a journal that requires ethical approval **no retrospective approval** can be provided. It is thus important that a researcher knows in which journal he/she wants to publish and what their requirements are.