# **Human Ethics Modification Request Form**

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| **1.0 Project Details** |
| **Human Ethics reference number** | [INSERT ethics reference number] |
| **Project title** | [INSERT project title] |
| **Principal Investigator** | [INSERT name of principal investigator] |
| **HEC approval and expiry date** | [INSERT ethics approval date] to [INSERT ethics expiry date] |

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| **2.0 Outline of Changes (one item per row)** |
| **Requested change/s**  | **Reason for the change/s**  |
| [INSERT requested change] | [INSERT reason for requested change] |
| [INSERT requested change] | [INSERT reason for requested change] |
| [INSERT requested change] | [INSERT reason for requested change] |

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| **3.0 Outline of Ethical Considerations** |
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| **4.0 Change in Research Personnel (note: if new personnel will be recruiting participants update the Participant Information and Consent form and other relevant documents and submit them with this modification)**  |
| **Research Personnel to be removed:** |
| **Full Name** | **Email & phone** | **List role/s in project** | **Name & address of organisation** |
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| **New Personnel:** |
| Title and Full Name: |
| Institution, School/Department |
| Position |
| Email/Mobile Phone |
| Role on Project |
| Responsibilities on Project |
| Formal Qualifications: |
| Ethics & Integrity Training |

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| **5.0 List of Attached and Amended Documents** |
| **Document name** | **Version date** | **Version number** |
| [INSERT document name] | [INSERT version date DAY MONTH YEAR] | [INSERT version number] |
| [INSERT document name] | [INSERT version date DAY MONTH YEAR] | [INSERT version number] |
| [INSERT document name] | [INSERT version date DAY MONTH YEAR] | [INSERT version number] |

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| **6.0 Principal Investigator Declaration** |
| By submitting this **modification request**, I, the **Principal Investigator**, declare that I have: |
| * ensured that new project personnel hold the qualifications and / or experience required for the project as appropriate to their role and/or to the procedures performed;
* read and agree to abide by the conditions and constraints of the [National Statement on Ethical Conduct in Human Research 2023](https://www.nhmrc.gov.au/about-us/publications/national-statement-ethical-conduct-human-research-2023), and understand my responsibilities as an investigator along with any other relevant University and / or statutory requirements; and
* will abide by the terms and conditions set by the LTU human research ethics approval.
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