

NSE Research Ethics Approval Form

This form must be completed, signed (preferably on your computer) and sent to the Nottingham School of Economics Research Ethics Committee email address: NSE-REC@nottingham.ac.uk

This application must be approved by the Nottingham School of Economics Research Ethics Committee (NSE-REC) before potential participants are approached to take part in any research. Any significant change in the design or conduct of the research over the course of the project should be notified to the NSE-REC and may require a new application for ethics approval. **If the applicant is a student, the supervisor (or module convenor if there is no supervisor) must approve the project and also sign this form.**

Section I: Project Details

Project title: _____

Name of applicant: _____

Role:

Staff

Graduate student

Undergraduate student

Email address: _____

When will the data collection take place? (Start date/End date) _____ - _____

Reason for seeking ethical approval (e.g. laboratory experiment, survey, use of personal data, ...):

Section II: For Students Only

Course: _____

Module code and name (e.g. L14100 Economics Dissertation): _____

Supervisor's (or, if there is no supervisor, module convenor's) name: _____

Section III: Questions about the appropriate REC to review the application

Does the study involve recruitment of patients or staff through the NHS or the use of NHS data or premises and/or equipment? Yes / No

Does the study involve vulnerable adults who are unable to make an informed and free decision on their involvement in the research (e.g., those with a mental incapacity or prisoners)? Yes / No

Note: If you answer 'Yes' to either of the questions above the NSE_REC cannot approve your project. You will need to send this completed form to the NSE-REC for reference and submit your research for ethics approval from an NHS Research Ethics Committee. Once ethics approval is granted, a copy should be sent to the NSE-REC for their records.

Section IV: Project details

Please answer **ALL** of the following questions. Some questions require you to enter information into a text box. If you need additional space you can write “see attachment” in the box and include an attachment.

1. In the box below, please describe how do you plan to gain access to prospective research participants?

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Questions about consent	Yes	No
2.Does the research involve vulnerable groups (e.g., children or those with cognitive impairment)?	<input type="checkbox"/>	<input type="checkbox"/>
3.Will the study require the co-operation of a gatekeeper for initial access to the groups or individuals to be recruited (e.g., pupils at school, , residents of Nursing home)?	<input type="checkbox"/>	<input type="checkbox"/>
4.Will it be necessary for participants to take part in the study without their knowledge and informed consent at the time (e.g., covert observation of people in non-public places)?	<input type="checkbox"/>	<input type="checkbox"/>

If you have answered ‘yes’ to any of the questions about consent, please explain why, and describe any steps you will take to deal with the ethical issues raised in the box below:

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Questions about the potential for harm	Yes	No
6.Will the study involve discussion of sensitive topics (e.g. sexual activity, drug use, commercially or legally sensitive topics)?	<input type="checkbox"/>	<input type="checkbox"/>
7.Could the study induce psychological stress or anxiety or cause harm or negative consequences beyond the risks encountered in normal life?	<input type="checkbox"/>	<input type="checkbox"/>
8.Are drugs, placebos or other substances (e.g. food substances, vitamins) to be administered to the study participants, or will the study use invasive, intrusive or potentially harmful procedures of any kind?	<input type="checkbox"/>	<input type="checkbox"/>
9.Is pain or more than mild discomfort likely to result from the study?	<input type="checkbox"/>	<input type="checkbox"/>
10.Is there a possibility the safety of the researcher/research assistants may be in question beyond everyday risks (e.g. international research in trouble-spots)?	<input type="checkbox"/>	<input type="checkbox"/>

If you have answered 'yes' to any of the questions about the potential for harm, please explain why, and describe any steps you will take to deal with the ethical issues raised in the box below:

Questions about confidentiality	Yes	No
11. Will the research involve administrative or secure data that requires permission from the appropriate authorities before use?	<input type="checkbox"/>	<input type="checkbox"/>
12. Will research involve the sharing of data or confidential information beyond the initial consent given?	<input type="checkbox"/>	<input type="checkbox"/>
13. Will the research use an internet platform where respondents' data may be monitored by a third party (e.g., SurveyMonkey, Facebook)?	<input type="checkbox"/>	<input type="checkbox"/>
14. Will the personal data of research participants (e.g. name, NHS number) be revealed in research outputs or stored data?	<input type="checkbox"/>	<input type="checkbox"/>

If you have answered 'Yes' to any of the questions about confidentiality, please explain why, and describe any steps you will take to deal with the ethical issues raised in the box below:

15. In the box below please explain briefly how the data will be gathered and stored:

Signature of applicant:

Signature of the supervisor:

Date: