A new system for ethics and site governance
of human research projects in NSW & ACT

REGIS
Research Ethics Governance
Information System

A REGIS UPDATE

NSW GOVERNMENT | Health

REGIS in full flight – the road ahead

There are now more than **6000 active users** of REGIS, which continues to grow! Nearly 1900 ethics or site governance applications have been submitted since February 2018.

On 1 April, REGIS reached full implementation meaning that it is now the **ONLY** platform for all new Ethics applications being submitted to ACT and NSW Public Health Organisations, Human Research Ethics Committees (HRECs) and associated site governance applications for NSW Health sites.

In our February email (read it here), we explained who needs to use REGIS, various timelines and support resources available. If you are a new user, this may benefit you.

SInce then, we have been working on system enhancements and finalising the migration of all existing project data (minimum data set) into REGIS. This enables you to view any projects for which you may be associated. ***For more information please read this document.***

For new and experienced REGIS applicants/researchers, your local research office (NSW or ACT) will provide support in using REGIS and are an important contact when setting up a project, or for other details along the way. Below we specify who best to contact, and when.

Our website also has training guides, FAQs and handy links accessible 24/7 from any device.

REGIS – who to contact, and when?

Who you contact depends on the nature of your query. We've made it easy for you below. It is important you follow these steps to ensure your question is answered promptly and correctly – which saves you time. This document here will help with specific questions you have

Contact your local research office (NSW or ACT) in these situations ONLY:

Anything to do with setting up and administering a project such as:

- Project registration, applications, post-approval and authorisation question
- Documents you need for your new project
- Data-migrated projects
- Missing or incorrect department information (site-governance applications)
- Multi-jurisdictional projects under National Mutual Acceptance
- Personnel questions around who will be the CPI/PI/HREC etc. and what their remit is
- How to use REGIS (non-technical) such as completing various stages and what to expect along the way.

Contact the REGIS Help Desk on 1300 073 447 (Mon-Fri 7am to 7pm) in these situations <u>ONLY:</u>

Anything that is IT or purely system/technical such as:

- Concerns such as error messages, unable to save, select or download, errant email notifications etc.
- Account access issues if you cannot login to REGIS, for example, or would like to have multiple accounts merged.

Contact the REGIS team (regis@health.nsw.gov.au) in these situations <u>ONLY:</u>

- Provide feedback on your experience in REGIS, the resources available or any enhancements you would like to see in the future. We will also write up some positive news stories for our website based on user experiences with REGIS, so please email us if you'd like to share your story.

We thank you for your patience and hard work in recent months, and look forward to supporting your research project/s in the best way possible.

The REGIS Project Team

REGIS Project | Office of Health & Medical Research

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