

HEALTH + MEDICAL RESEARCH



REGU/REGIS Newsletter | Issue 21 | 2 November

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REGIS Benefits Realisation

Audience: Research Office/Researcher



The Office of Health and Medical Research (OHMR) has engaged CoreBride Consulting to complete a benefits realisation review on REGIS.

CoreBride with assistance from OHMR will be reaching out to a range of stakeholders throughout November, including:

- Research Offices
- Researchers

- LHD Executives
- HODs and HREC members
- The Vendor
- OHMR
- eHealth

Last Chance - EQR Steering Committee Research Governance Project - Due Thursday 4 November

**correction from last email - due date is 4 November not 11 November*

Audience: Research Office/Researcher

NSW Health's Embedding Quality Research (EQR) Steering Committee has commenced a pilot project to explore, analyse and recommend ways to more rapidly and effectively authorise high-quality research projects across NSW Public Health Organisations.

As part of the initial phases of the project, the Committee is seeking to clearly capture and understand the existing causes of delays to research governance authorisations and develop recommended solutions to address the identified barriers.

EQR is conducting anonymous surveys with Research Governance Office (RGO) staff and researchers across NSW to explore their experience with the current research governance system and their views on areas where they believe improvements and/or reform are possible.

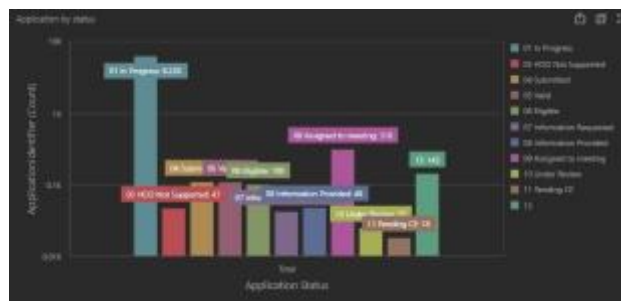
[Survey Link for Researchers](#)

[Survey Link for RGO Staff](#)

The survey is now open and your feedback is requested by Thursday 4th November 2021.

New Dashboard

Audience: Research Office



REGIS Live Dashboard *(incl. live clock)*

Our team has been hard at work creating a dashboard that will help Research Office Managers, Ethics Officers, and RGOs to actively manage applications. Including the long requested **LIVE CLOCK!**

Patrick worked with 4 LHDs to make sure this dashboard sparked joy in all of your lives. Phase one of the REGIS Live Dashboard is active now, navigate to [Dashboards](#) and select "REGIS Live Dashboard.

An introduction/walkthrough webinar will be held for research offices on Friday 5th November at 11.30am a calendar invite has been sent out.

If you can't attend, the session will be recorded and uploaded on the [PHO Research Office Events page](#)

After the webinar there will be a two week period where we will be seeking feedback on the phase one release, [the survey](#) will open Monday 8th November and close Friday 19th.

Other Dashboards

We have a number of dashboards in final stages of development, Patrick is reaching out to Research Offices during his initial consultation phases and look forward to releasing them soon. Keep your eye out for:

- Milestones
- Application Details
- Application Contact Details

Large attachments/scanned documents on approval emails causing problems



Friendly reminder as noted in issue 9 and 12 - When sending out the application Approval/Authorisation emails **please do not add manual attachments.**

Issue: Research Offices have reported instances of applications not appearing in the dashboard or in reports.

Outcome: Research Offices are manually adding attachments to approval/authorisation emails and the emails are not being sent. Emails being sent is the critical measure/filter for reports, dashboards and metrics.

Action Required: Research Offices should upload any signed contracts into the Related Documents section of the STE Application and then select them to appear in the authorisation email link.

How to upload signed contracts into the Related document section

Option 1: Where draft or unsigned versions already exist in REGIS.

Click page edit on the right-hand menu

Select edit item to unlock the data details

Click the Replace file toggle to “Yes”

Click or Drag and Drop to add the signed file

Update the title so it appears exactly how you want it to appear in the approval email and click save.

The title and system version will update, you can view previous version by clicking the view document version history icon

Option 2: Where the document does not yet exist in REGIS.

Click page edit on the right hand menu

Click the “+ Add document” button

Click or Drag and Drop to add the signed file/s –you can select multiple documents at the same time.

Update the title to what you want to appear in the approval letter.

Click the dropdown to update the document type, start typing to reduce the options

see issue 12 for detailed instructions and screenshots

<https://regis.health.nsw.gov.au/media/1776/issue-12-regu-comms-tue-29-june.pdf>

Previous Versions of REGU/REGIS Newsletter

Audience: Research Office/Researcher

All previous version of the fortnightly email are available from the REGIS website: <https://regis.health.nsw.gov.au/news-and-events/regis-office-webinars/>

Research Office Contribution

Introduce new team members

Got new team members? Send through their name, role and something about them (and a photo if you want) and we'll welcome them here.

Share, share, share

If your office is doing anything that you would like to share, please send it through to regis@health.nsw.gov.au.