

HEALTH + MEDICAL RESEARCH



REGU/REGIS Newsletter | Issue 22 | 8 November 2022

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Skilling for Recovery: Certificate IV in Mental Health

Audience: Research Office/Researcher

The NSW State Government is offering a fee-free Certificate IV in Mental Health. This opportunity is part of the [Skilling for Recovery program](#) and aims to upskill consumers in recovery and mental health workers.

The Certificate IV in Mental Health commences Thursday 19 January, 2023. Classes are online one week and face-to-face in Sydney city the next.

Mark Tayar from [Key 2 Learning](#) is also looking for student placement opportunities, if your organisation can facilitate an 80-hour unpaid placement please contact him via email mark.tayar@key2learning.edu.au



Based on user feedback, the REGIS team has updated the Ethics safety reporting decision for Serious Breach notifications. A new email template has been designed and linked to the Project Incident Report

decision which can be created to process serious breach notifications and project incident safety reporting (via the Ethics Project).

More Filtering Options in Ethics, Site and Live Dashboards

Audience: Research Office



1 - Ethics Dashboard - New Classification filters

Multicentre - Multicentre study

National Mutual Acceptance - Study under NMA Scheme

Other Classifications - Any other classifications associated with the study



2 - Site Dashboard - New Classification filters

Multicentre - Multicentre study

National Mutual Acceptance - Study under NMA Scheme

Other Classifications - Any other classifications associated with the study



3 - Live Dashboard - New Classifications filters

CT Phase - Clinical Trial Phase

National Mutual Acceptance - Study under NMA Scheme

REGIS Process Highlight

What happens when **HOD Not Supported**

Audience: Research Office/Researcher

How does this work in REGIS?

When a Site application is first submitted, a system generated email is sent to each **Head of Department** listed. The email has an easy to access link (active for 14 days) that allows the HOD to access the request **without** having to log into REGIS.

If one or more HOD indicate "unable to support", the Site application will change to the status of 'HOD Not Supported'.

The Principal Investigator (PI) and Administration contact will receive a system generated email advising them that the application has not been supported and how to resubmit their application.

The PI can view any comments made by the HOD(s) via the Application Decisions section. Once the comments have been addressed and the application resubmitted, it will go directly to the reviewing Research Governance Office.

Researchers: My Application is "HOD not supported" how can I find which HOD has not supported?

Research applicants can use the [Head of Department - HOD not Supported](#) to locate the outcome of each HOD decision, to see which HOD has or has not yet made a decision and any comments provided.

Research Office: A Researcher has contacted me asking about HOD decisions, how can i check this?

Research offices can see this information via the Decisions page of the Site application by clicking on the View (eye) icon on the 'Head of Department Support for Site Specific Assessment' decision row.

Will the Site application go back to all HOD(s) upon resubmission?

No, any HOD that has previously provided a decision of either supported or not supported **will not be asked to provide support again**, only additionally added HOD(s) will be required to provide support.



Guidance Resources:

- Submitting a Site Application [QRG](#) | [Video](#)
- HOD Not Supported - How to Resubmit [QRG](#) | [Video](#)
- Providing HOD Support [QRG](#) | [Video](#)

New Series: Based off real life queries that come through our office.

Research Office Contribution

We did not receive any contribution from Research Offices for this issue but that is ok!

Don't be shy! This is a great platform to let other offices know what you and your team are doing and to share any knowledge!

Who's next?

How is your office reaching out to your local research community? Are you holding online or face to face sessions? Do you have a newsletter? Have you created any support resources?

Share these things with your colleagues, I can guarantee there are other research offices that would love to know what others are doing.

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

Upcoming events and dates

Audience: Research Office/Researcher



14 November 2022 - Joint REGU & Clinical Trials NSW Meeting, Rydges World Square.

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/>