

HEALTH+MEDICAL RESEARCH



REGU/REGIS Newsletter | Issue 1 | 17 January 2023

In this issue

- **Welcome back**
- **Post approval dashboard**
- **NHMRC Project Description/Protocol Template**
- **Adding & Removing Head of Departments**
- **Welcome Royal Rehab**
- **The OHMR REGIS-REGU YouTube Channel**
- **Research Office Contribution**
- **Researcher/Coordinator Contributions**
- **Previous Versions of REGU/REGIS Newsletter**

Welcome Back!



Welcome back to everyone who has returned from leave, we hope you had a lovely time. I can't believe we are starting our third year of this newsletter, our team loves putting it together and we hope you find it a value add to your fortnight.

The REGU and REGIS team are still in varying stages of annual leave like many other teams. Those of us are back have to do lists as long as our arms already! eek 2023, please be kind.

Post Approval Dashboard

Seeking Your Feedback

Audience: Research Office

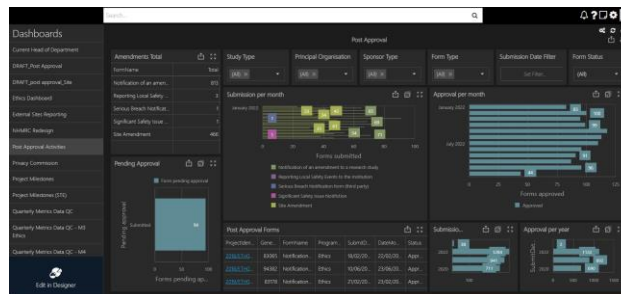
<https://forms.office.com/r/UGwxAB6F2f>

A post approval dashboard has been on our agenda for a long time. We are pleased to be able to share with you the first draft, which is now live in REGIS. This draft will be more useful for Ethics however has some site data included.

We are seeking URGENT feedback by Wednesday (yes tomorrow) for any obvious issues or areas you would like addressed/changed/added.

We appreciate the turn around on this request is ridiculously short. Unfortunately after this week Patrick will be taking advantage of a 12 month secondment. So, we are just asking you to provide feedback if you can.

The dashboard is designed to work in a similar way to the Ethics/Site dashboard. It is an activity dashboard to assist with reporting. A [draft QRG](#) has been provided to assist you with navigating the dashboard. If you have any questions or need further support navigating the dashboard please contact Raul through the REGIS inbox or through TEAMS.



NHMRC Project Description/Protocol Template

Audience: Research Office/Researchers



NHMRC have created a project description/protocol template, which is what is (or should be) in the HREA.

This is a great resource which Research Offices may find useful when discussing projects with their Research communities.

The template is available within the [Ethics and Governance section of OHMR website](#). We recommend [bookmarking this page](#) as we are constantly updating the information under this section!

Pilot: Research Offices Adding & Removing Head of Departments

In 2022 the REGIS team worked with a small group of Research Offices that had been identified as "super users" of the Head of Department functionality.

The pilot was of two phases:

Phase 1 (Aug 2022): Training Research Governance Officers on how to remove a Head of Department

Phase 2 (Dec 2022): Training Research Governance Officers how to add a Head of Department

The feedback from the teams involved was extremely positive. The upskilling lead to reduced wait times for researchers when details required updating in the system.

If you or members of your office would like to be considered for this training please send an **expression of interest** to regis@health.nsw.gov.au. To be considered for this training you must already be fully utilising and confident in updating Heads of Department through the excel spreadsheet.

Questions can also be sent to regis@health.nsw.gov.au

Welcome Royal Rehab onboard to REGIS

Audience: Research Office/Researchers

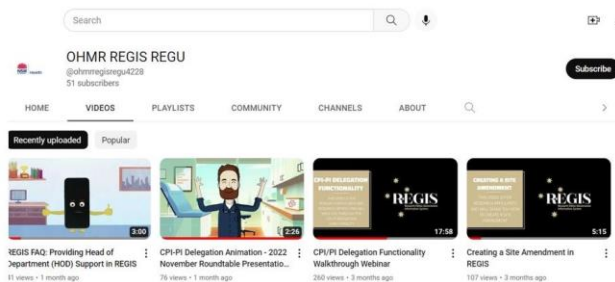


We will be welcoming Royal Rehab into REGIS in February 2023. Our team has been working closely with the Royal Rehab team to ensure they are trained and ready to hit the ground running.

For any questions around the onboarding process, please contact the team on the regis@health.nsw.gov.au.

The OHMR REGIS-REGU YouTube Channel

Audience: Research Office/Researchers



The eHealth NSW REGIS team have created a wide range of [REGIS 'How-to' videos and animated shorts](#) that you can easily view on your desktop and mobile.

We know how busy the research world can be, so we have ensured that the majority of videos are under 5 minutes and where practical, have included chapters letting you skip ahead to information relevant to your role!

Head on over and bookmark the link to be notified of new videos!

Research Office Contribution

This year **we will be asking one Research Office per newsletter to share something** such as a discussion point, a recent tricky situation, presenting improvement process changes or even showcasing an updated website or intranet site!



*Kicking off the new year will be **NBMLHD!** We look forward to your contribution for **Issue 3 - 31 January 2023***

Click through the slide deck below to see when it's your turn.

Issue 3: 31 January 2023 NBMLHD

Issue 4: 14 February 2023 SCHN

Issue 5: 28 February 2023 FWSLHD

Issue 6: 14 March 2023 Calvary Mater Newcastle

Issue 7: 28 March 2023 NSW Pathology

Issue 8: 11 April 2023 Central Coast

Issue 9: 25 April 2023 NSLHD

Issue 10: 9 May 2023 NNSWLHD

Issue 11: 23 May 2023 SWSLHD

Issue 12: 6 June 2023 Cancer Institute

Issue 13: 20 June 2023 SLHD

Issue 14: 4 July 2023 HNELHD

Issue 15: 18 July 2023 SESLHD

Issue 16: 1 August 2023 ISHLHD

Issue 17: 15 August 2023 MNCLHD

Issue 18: 29 August 2023 WSLHD

Issue 19: 12 September 2023 JHFMHN

Issue 20: 26 September 2023 SVHN

Issue 21: 10 October 2023 Royal Rehab

Issue 22: 24 October 2023 MLHD

Issue 23: 7 November 2023 TAS

Issue 24: 21 November 2023 TBC

[Researcher/Coordinator Contributions](#)

Are you part of a research team that has created some great resources or worked through an issue or teamed up with your Research Office to streamline a process? We know this newsletter is going out far and wide AND we also know YOUR colleagues would love to hear what you've been doing. Feel free to send in a short blurb about what you're up to and we'll sing your success from the rooftops!

regis@health.nsw.gov.au

[Upcoming events and dates](#)

Audience: Research Office/Researcher



2023 Events and Dates

Researcher Training: The first cycle of Researcher training will be held in **March** with three more cycles scheduled in **May, July and September**. [Register your interest here.](#)

[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/>