



REGU/REGIS Newsletter | Issue 7 | 9

April 2024

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Introducing our new Senior Policy Officer

Audience: Everyone

We are thrilled to introduce our newest team member, Janaye Fish. Janaye has taken on the role of Senior Policy Officer and joins us from the Illawarra Shoalhaven LHD where she worked as a Research Development Manager/Senior Research Clinician. She will jump straight into a three-month project, working on the NSW Research Handbook, consolidating the feedback received and working on 'genericising' the SOPs that were created through the Research Governance Project. Then we wish her well on 12 months of maternity leave. We will look to fill her leave with a temporary replacement.



Please find the survey for the next strategic plan here [NSW Health Research and Innovation Strategy Survey \(office.com\)](#)

Have You Logged into the Research Office Forum yet?



Audience: Research Office

Have you logged into the Research Office Forum yet? REGU launched the Research Office Forum at the last roundtable and we are excited to see the new questions and conversations starting to come through.

The forum has been created specifically for NSW Health Research Offices to share and grow their knowledge. Search from the themes and categories already in the forum, ask a question or ANSWER A QUESTION. That's right! This is your forum to talk to each other!

A little nervous about "outing" yourself with a certain question? Don't worry, we've all been there, you can ask the question anonymously.


Forum Features

- Powerful search bar



- AI-powered indexing
- Conversations not pages
- Chat in real time
- Tags, badges, emojis
- Polls & Voting
- Anonymous function

How can I sign up? (takes <1min)


Step-1: Go to nswhealthresearch.discourse.group



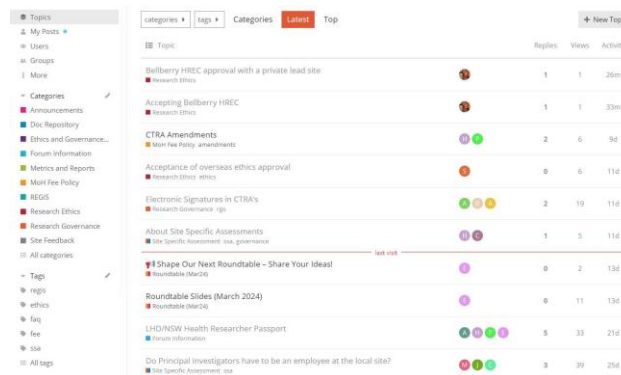
Step-2: Enter your email, username and password

For mobile users: you can download the app from Apple/Android Store



<https://nswhealthresearch.discourse.group/>



Topic	Replies	Views	Activity
Bellberry HREC approval with a private lead site	1	1	25m
Accepting Bellberry HREC	1	1	33m
CTRA Amendments	2	6	9d
Acceptance of overseas ethics approval	0	6	11d
Electronic Signatures in CTRAs	2	19	11d
About Site Specific Assessments	1	5	11d
Shape Our Next Roundtable - Share Your Ideas!	0	2	13d
Roundtable Slides (March 2024)	0	11	13d
LHD/NSW Health Researcher Passport	5	33	21d
Do Principal Investigators have to be an employee at the local site?	3	39	25d

Forum Focus - Question about CV's

While the forum is still new-ish to everyone we will bring a question or conversation from the forum to your attention in the newsletter.

Question from the Research Governance Category, About Site Specific Assessments.

Regarding Short Curriculum Vitae for clinical trial SSAs. Do RGO's require CVs to be uploaded as supporting documentation for all those listed at "B8. Site Team Members", or just for the PI and AI?

Jump in now and join the conversation. Use the search icon at the top right of the screen and type in part of the question and it will appear, like MAGIC!

About Site Specific Assessments

 Research Governance  Site Specific Assessment [ssa, governance](#)

Reminder: How to Activate Inactive HODs in REGIS

When a Department can be selected in the SSA but the Name of the HOD doesn't appear.

Audience: Research Office

Issue: Researchers are finding instances where a Department can be selected in the SSA but the HOD name doesn't appear. As a result Researchers are calling the Helpdesk, Research Offices or submitting the application without the name.....all common sense approaches.

Reason: The vendor has informed that a base system upgrade has caused user details that were previously visible to be filtered out of the dropdown lists as the Position is indicated as "inactive".

While there are legitimate reasons for these positions to be inactive, there are examples where inactive positions have no expiry date (expiry dates exist when positions have been made inactive).

Action: If a Researcher contacts your team with this issue or you receive an SSA that is missing a HOD you can rectify this issue quickly without the assistance of the REGIS Technical Helpdesk or REGIS TEAM (cutting out the middle men will make this much faster for your Researchers), using the link below.

[How to re-activate an inactive HOD](#)

If you would like to tackle this issue head on the eHealth REGIS team can send out a spreadsheet listing all of the inactive HODs in REGIS. You can then use the guidance document (linked above) to determine if the position was made inactive by the eHealth REGIS team or F1, if there is no history showing that this was modified by a member of the eHealth REGIS team or Vendor then it can be re-activated.

Upcoming events and dates

Audience: Research Office/Researcher



2024 Events and Dates

REGIS Research Office Lunch & Learn 2024: Lunch & Learn webinars have been scheduled for **April 10, May 15** and **June 12**.

Research Office REGIS Training: Research Office training will be held in **June** and **August**. [Register your interest here.](#)

Researcher REGIS Training: Researcher training will be held 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/>

REGU/REGIS Newsletter: Inspiring other units within OHMR and LHDs since February 2021