



REGU/REGIS Newsletter | 2025 Issue 3 | 19 February 2025

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National One Stop Shop (NOSS) Information Session

Audience: Everyone



The National One Stop Shop program aims to unify and streamline cross-government functions relevant to the administration and regulation of health and medical research in Australia. The

program would be underpinned by a world leading technology solution that consolidates digital access to research services in a centralised, secure and scalable platform.

An online information session has been scheduled for **Wednesday 26 February 2025, 11:30am - 12:30pm**. This session will outline the engagement strategy and how your input will inform the platform design and functionality. Register [here](#) for the online information session.

Details on how to register for the technical workshops will be provided during the session. There will also be an opportunity to ask questions about this work and the broader reform agenda including but not limited to, the National Clinical Trials Governance Framework and the development of quality standards and accreditation scheme for human research ethics committees and their host institutions.

To receive regular updates on the National One Stop Shop program and work of the Inter-Governmental Policy Reform Group subscribe [here](#).

REGIS Release: Head of Department Guidance

Release 2: 12 February

Audience: Research Office, Researchers, Head of Department


Over the last few months, there have been minor changes and enhancements made to the Head of Department functionality in REGIS. These have been made based on user feedback provided in the 'Use and Barriers of REGIS' survey, circulated in September 2024.


These changes have been aimed at making it easier for Heads of Departments and applicants to navigate the Head of Department support request process in REGIS via streamlined processes, enhancing the user experience, and ensuring clearer communications through a range of improvements.


◆ **New Head of Department Guidance Webpage** – A dedicated webpage providing clear and accessible information on Head of Department approvals.

📺 **Enhanced Video Guidance** – Newly created and updated video resources to support users throughout the Head of Department approval process.

💻 **Improved On-Screen Support** – More guidance for Heads of Departments when reviewing requests for support and applicants when requesting support.

 **Refined Email Communications** – Updates to the Head of Department request for support email to improve readability and legitimacy.

 **Welcome to REGIS Email** – A new onboarding email for Heads of Department to help them get started with their role in REGIS.

 **Clearer Applicant Guidance in Part C of the SSA Form** – Example text and plain English recommendations to help applicants format a quality support request.

 **Fewer Acronyms in the SSA Form** – Reducing acronyms to improve clarity and accessibility.

Check out the [release notes here!](#)

Upcoming Researcher REGIS Training: 4-6 March 2025

Audience: Researchers



The eHealth REGIS team offers annual Researcher/Coordinator training as a series of six (6) educational sessions that have been designed to step attendees through submission processes such as submitting the initial project registration through to completing and submitting post approval activities. These sessions provide users with an understanding around how information flows through the system, document management, system notifications and the different types of amendment and safety forms.

Sessions have been designed to allow attendees to attend the whole cycle or standalone sessions specific to their role in REGIS.

Once training has been completed, users will have a better understanding of the submission process, system information flow, when to expect system notifications, user roles and document management!

If you are new to REGIS or would like a refresher, [click here to register](#)!

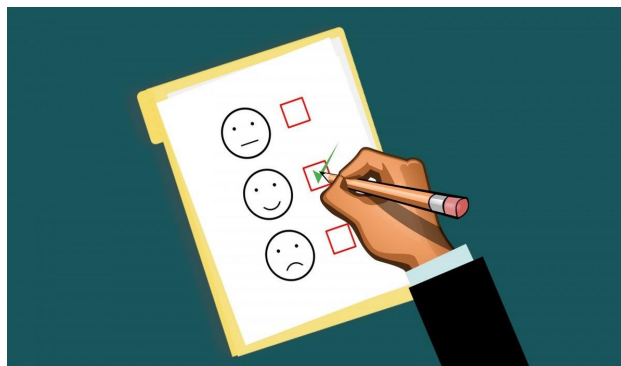
If there is a session you are unable to attend, the entire training suite is available on the REGIS website, under [Content Resources](#).

NSW Health staff can also access two eLearning modules, available via [My Health Learning](#). These are great for new starters or users with basic REGIS knowledge.

Survey Corner

The Research Ethics and Governance Unit (REGU) is committed to continuous improvement and delivering the best possible experience and resources for our stakeholders. To help us achieve this, we regularly seek feedback to:

- **Improve our current processes** and ensure we are meeting your needs.
- **Gather input on stakeholder-facing documents** as we work to make them more clear, relevant, and user-friendly.
- **Identify areas for innovation** based on your insights.



Your feedback is essential to shaping the work we do and ensuring that it aligns with your expectations, we are also conscious of the potential for 'survey fatigue' so that is why we have created a dedicated survey section in this newsletter called 'Survey Corner'.

Improving the user experience for the Head of Department functionality: Your feedback is important to us!

Audience: Research Office, Researcher, Head of Department

Watch the [walkthrough video](#) that will step you through each suggested system enhancement or [download the powerpoint](#) to read about each suggested system enhancement! Once you have reviewed the suggested system enhancements, please complete the below survey - your feedback is important to us!

[Head of Department Functionality Enhancement Feedback Form](#)

Survey will close Wednesday 26 February.

Upcoming events and dates

Audience: Research Office/Researcher



2025 Dates and Events

Research Office REGIS Training: Registrations for Research Office training is now open! [Click here](#) to register.

Researcher REGIS Training: Registrations for Researcher training is now open! [Click here](#) to register.

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*