

**Note from
Deputy Director-General, Sector Policy
Gillian Durham**



Gillian Durham

Tēnā koutou, and welcome to the second issue of *Ethics Review*.

Some big changes are happening to the system of ethical review in New Zealand. These changes will affect everyone involved in health and disability research – researchers, committee members, administrators and organisations that host research, such as District Health Boards (DHBs) and Primary Health Organisations (PHOs).

This newsletter is to let you know what changes to expect. We also intend it to be an ongoing source of new information about ethical review. If you have any questions or would like more information about ethical review in New Zealand, please contact Sally Cook, National Co-ordinator of Ethics Committees, email sally_cook@moh.govt.nz.

The meeting dates, agenda closing dates and contact details for all new ethics committees are included in this issue.

The dates for 2005 are provisional and may change, so you may wish to contact committee administrators before submitting an application to double-check the agenda closing dates.

I am confident the new system of ethical review will give us the best of both worlds – good research ultimately contributing to healthier outcomes as well as the assurance of protection of research participants.

Important: changes to application form EA05/02

A new version of the application form for ethical review will be available in the new year. The current application form (EA05/02) will be accepted until 31 May 2005. After this date, only applications on the new form will be accepted.

Once available, the application form will be able to be downloaded from the Ethics Committees website www.newhealth.govt.nz/ethicscommittees

All committees will require 13 copies of the application form (including the original), plus two copies each of company protocols and investigator brochures (if applicable).

New website

The new ethics committee website – www.newhealth.govt.nz/ethicscommittees – will be launched soon. The current page on the Ministry's website will link to the new website as soon as it is available.

What's inside

Multi-region Ethics Committee	2
Profile: Sheryl Kirikiri	2
Division of applications in northern and upper south regions	3
Training	3
Responsibility for ongoing studies	3
2005 meeting dates and agenda closing dates	4

Multi-region Ethics committee

The Multi-region Ethics Committee (MEC) is an important feature of the new system of ethical review. This means that all research in New Zealand will require only one ethical review.

The Multi-region Ethics Committee will review studies that:

- have study localities in more than one ethics committee region
- are actively recruiting participants in more than one ethics committee region
- use a database, samples or other information gathered

from more than one ethics committee region.

If a study has multiple sites all of which are in the same new ethics committee region, then the study will be reviewed by the appropriate Regional Ethics Committee. Where jurisdiction over any study is unclear, the parties involved will work together to decide which ethics

committee should conduct the ethical review.

Researchers may attend meetings of the Multi-region Ethics Committee, or any other committee in person or by teleconference, but may be required to leave when the Committee is deciding on their proposal. Researchers who wish to attend a meeting should advise the relevant administrator when submitting an application.

Profile

Sheryl Kirikiri

MEC Administrator

Sheryl, Administrator of the Manawatu/Whanganui Ethics Committee since April 2003, was recently appointed to the position of MEC Administrator.

Palmerston North born and raised, Sheryl still lives in the city. She plans to commute to Wellington by train four days a week and manage the MEC's administration from home one day a week 'to get my breath back'.

Sheryl has worked in health system administration since 1989. In that time she has worked for central government, hospitals, and community-based services. She enjoys the variety offered by health administration and has taken the opportunity to learn about many different parts of the health sector.



Sheryl Kirikiri

However, ethics committee administration is a unique field and Sheryl thinks she is 'still learning' to work more effectively in the field. Although she says administrating the MEC will be different from working for the Manawatu/Whanganui Ethics Committee, she is confident that she is capable of meeting the challenge of running a new type of ethics committee.

Sheryl says Claire Yendoll, Administrator of the Wellington (and now Central) Regional Ethics Committee, has been a great help to her since she started working as an Administrator and is looking forward to working closely with Claire and Jan Ostnes in her new job.

Sheryl can be contacted on (04) 470 0655, or by email at sheryl_kirikiri@moh.govt.nz.

Division of applications in northern and upper south regions

In the northern and upper south regions, which each have two committees, one committee will meet in the first week of the month, and the other in the third week.

Applications will be divided between committees on the basis of the date on which they are received.

Training

In early 2005, three training sessions for committee members and Chairs will take place in Auckland, Wellington and Christchurch.

Members will each attend only one of the sessions, which will last for a day and a half and be facilitated by the National Co-ordinator. Further information will be sent to committee members once the training dates and programmes have been finalised.

The seven committee Administrators had a training day on 9 November at the Ministry of Health. The day covered the committee databases, filing, finance and ordering arrangements, and computer applications training. Training for Chairs will take place in early December 2004.

Committee		Contact details	
Multi-region Ethics Committee	Sheryl Kirikiri	Tel: (04) 470 0655	Email: sheryl_kirikiri@moh.govt.nz
Northern X	Pat Chainey	Tel: (09) 580 9105	Email: pat_chainey@moh.govt.nz
Northern Y	Juliana Smithells	Tel: (07) 858 7021	Email: juliana_smithells@moh.govt.nz
Central	Claire Yendoll/ Jan Ostnes	Tel: (04) 496 2405	Email: claire_yendoll@moh.govt.nz
Upper South A	Alieke Dierckx	Tel: (03) 372 3037	Email: alieke_dierckx@moh.govt.nz
Upper South B	Katherine Bell	Tel: (03) 372 3018	Email: katherine_bell@moh.govt.nz
Lower South	Riria Tautau-Grant	Tel: (03) 474 8562	Email: riria_tautau-grant@moh.govt.nz

Responsibility for ongoing studies

Responsibility for all current studies conducted in more than one region will be transferred to the Multi-region Ethics Committee. Researchers will be advised when this has occurred.

Responsibility for all other current studies will be transferred as follows.

Previous committee	New committee
Auckland X / Auckland Y	Northern X
Waikato / Bay of Plenty / Tairāwhiti	Northern Y
Taranaki / Manawatu / Whanganui / Hawke's Bay / Wellington	Central
West Coast / Canterbury Black	Upper South A
Canterbury Red / Nelson/Marlborough	Upper South B
Otago / Southland	Lower South

2005 meeting dates and agenda closing dates

Please note that these dates are provisional and subject to change. Check with committee Administrators to confirm their committee's key dates.

Agendas close at 5pm on the advertised day. If the agenda is filled before the closing date, then applications received after the agenda is filled will be considered at the next available meeting.

	January		February		March		April		May		June	
	Ag Date	Mtg Date	Ag Date	Mtg Date	Ag Date	Mtg Date	Ag Date	Mtg Date	Ag Date	Mtg Date	Ag Date	Mtg Date
Multi-region	7/1	25/1	28/1	15/2	25/2	15/3	1/4	19/4	29/4	17/5	3/6	21/6
Northern X	no meeting		17/1	2/2	14/2	2/3	21/3	6/4	18/4	4/5	23/5	1/6
Northern Y	14/1	26/1	28/1	16/2	25/2	16/3	1/4	20/4	29/4	18/5	27/5	15/6
Central	no meeting		21/1	8/2	18/2	8/3	25/3	12/4	22/4	10/5	27/5	14/6
Upper South A	no meeting		24/1	7/2	21/2	7/3	21/3	4/4	18/4	2/5	16/5	30/5
Upper South B	no meeting		7/2	21/2	7/3	21/3	4/4	18/4	2/5	16/5	6/6	20/6
Lower South	no meeting		31/1	15/2	28/2	15/3	4/4	19/4	2/5	17/5	6/6	21/6

	July		August		September		October		November		December	
	Ag Date	Mtg Date	Ag Date	Mtg Date	Ag Date	Mtg Date	Ag Date	Mtg Date	Ag Date	Mtg Date	Ag Date	Mtg Date
Multi-region	1/7	19/7	29/7	16/8	2/9	20/9	30/9	18/10	28/10	15/11	25/11	13/12
Northern X	20/6	6/7	18/7	3/8	22/8	7/9	19/9	5/10	17/10	2/11	21/11	7/12
Northern Y	1/7	20/7	29/7	17/8	2/9	21/9	30/9	19/10	28/10	16/11	25/11	14/12
Central	24/6	12/7	22/7	9/8	26/8	13/9	23/9	11/10	21/10	8/11	25/11	13/12
Upper South A	20/6	4/7	18/7	1/8	22/8	5/9	19/9	3/10	17/10	31/10	14/11	28/11
Upper South B	4/7	18/7	8/8	22/8	5/9	19/9	3/10	17/10	31/10	14/11	28/11	12/12
Lower South	4/7	19/7	1/8	16/8	5/9	20/9	3/10	18/10	31/10	15/11	28/11	13/12

If an agenda closing day falls on a public holiday, the agenda will close on the previous working day