



Concord and RPA Research Ethics and Governance Offices 2023 End-of-year Processing Dates



The Concord and RPA Research Offices will be closed from Monday 25 December 2023 to Friday 12 January 2024 (inclusive).

There will be limited Executive coverage for urgent, patient-related safety matters during the closure period.

Limited ethics and governance services will be available from 15 January 2024.

Full services will resume from 22 January 2024.

Please note the following end-of-year processing dates:

Documents must be submitted by:		
HUMAN ETHICS	Concord Research Office	RPA Research Office
Low-risk new ethics applications	11 December	
Low-risk responses to requests for further information	18 December	
Low-risk REGIS Amendment applications	15 December	
Greater-than-low risk new ethics applications	5 December	4 December
Greater-than-low risk responses to requests for further information	15 December	
Greater-than-low risk REGIS amendments	15 December	
Clinical Trials new ethics applications	27 November	27 November
Clinical Trials responses to requests for further information	11 December	
Clinical Trials REGIS amendments	27 November	8 December
RESEARCH GOVERNANCE	Concord Research Office	RPA Research Office
Clinical trial New SSAs (including responses to requests for further information)	11 December	
Non-clinical trial SSAs	18 December	
Responses to requests for further information for non-clinical trial studies	18 December	
Amendments (ALL)	15 December	
ANIMAL ETHICS APPLICATIONS	Concord Research Office	RPA Research Office
New Protocol Submissions	N/A	Submit by 19 January 2024 for February AWC meeting. Urgent amendment requests can be emailed to <i>SLHD-AnimalEthics@health.nsw.gov.au</i>
INSTITUTIONAL BIOSAFETY COMMITTEE (IBC) APPLICATIONS	Concord Research Office	RPA Research Office
Applications	N/A	Submit by 19 January 2024 for February IBC meeting
2024 DATES	Concord Research Office	RPA Research Office
HREC-Clinical Trials-AWC-IBC Meetings	Click here	Click here
Drop-in Clinics	Click here	Click here