



**Department of Psychology and Human Development Ethics
Committee
School of Childhood and Social Care**

NOTICE OF ETHICS REVIEW DECISION LETTER

For research involving human participants
BSc/MSc/MA/Professional Doctorates

Reviewer: Please complete sections in **blue** | **Student:** Please complete/read sections in **orange**

Details

| | |
|---------------------------------|---|
| Reviewer: | Please type your full name |
| Supervisor: | Ian Tucker |
| Student: | Kara Rosenberg |
| Course: | MSc Psychology |
| Title of proposed study: | Understanding Reassurance Seeking and Treatment Engagement in Intrusive-Thought Dominant OCD |

Checklist

(Optional)

| | YES | NO | N/A |
|--|--------------------------|--------------------------|--------------------------|
| Concerns regarding study aims (e.g., ethically/morally questionable, unsuitable topic area for level of study, etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Detailed account of participants, including inclusion and exclusion criteria | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Concerns regarding participants/target sample | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Detailed account of recruitment strategy | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Concerns regarding recruitment strategy | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| All relevant study materials attached (e.g., freely available questionnaires, interview schedules, tests, etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Study materials (e.g., questionnaires, tests, etc.) are appropriate for target sample | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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| Clear and detailed outline of data collection | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Data collection appropriate for target sample | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If deception being used, rationale provided, and appropriate steps followed to communicate study aims at a later point | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If data collection is not anonymous, appropriate steps taken at later stages to ensure participant anonymity (e.g., data analysis, dissemination, etc.) – anonymisation, pseudonymisation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Concerns regarding data storage (e.g., location, type of data, etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Concerns regarding data sharing (e.g., who will have access and how) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Concerns regarding data retention (e.g., unspecified length of time, unclear why data will be retained/who will have access/where stored) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If required, General Risk Assessment form attached | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Any physical/psychological risks/burdens to participants have been sufficiently considered and appropriate attempts will be made to minimise | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Any physical/psychological risks to the researcher have been sufficiently considered and appropriate attempts will be made to minimise | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If required, Country-Specific Travel Risk Assessment form attached | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If required, a DBS or equivalent certificate number/information provided | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If required, permissions from recruiting organisations attached (e.g., school, charity organisation, etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| All relevant information included in the participant information sheet (PIS) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Information in the PIS is study specific | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Language used in the PIS is appropriate for the target audience | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| All issues specific to the study are covered in the consent form | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Language used in the consent form is appropriate for the target audience | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| All necessary information included in the participant debrief sheet | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Language used in the debrief sheet is appropriate for the target audience | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Study advertisement included | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Content of study advertisement is appropriate (e.g., researcher's personal contact details are not shared, appropriate language/visual material used, etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mention of ethical approval reference number in study materials (e.g., PIS, consent form, study advertisement, etc.) – number to be added once approved | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Decision options

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| APPROVED | Ethics approval for the above-named research study has been granted from the date of approval (see end of this notice), to the date it is submitted for assessment. |
| APPROVED - BUT MINOR AMENDMENTS ARE | In this circumstance, the student must confirm with their supervisor that all minor amendments have been made before the research commences. |

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| REQUIRED BEFORE THE RESEARCH COMMENCES | <p>Students are to do this by filling in the confirmation box at the end of this form once all amendments have been attended to and emailing a copy of this decision notice to the supervisor. The supervisor will then sign and date the form and submit to the Department for its records. Once received, a letter will be issued by the committee to confirm ethical approval has been granted – only then can data collection commence.</p> <p>Minor amendments guidance: typically involve clarifying/amending information presented to participants (e.g., in the PIS, instructions), further detailing of how data will be securely handled/stored, and/or ensuring consistency in information presented across materials.</p> |
| NOT APPROVED - MAJOR AMENDMENTS AND RE-SUBMISSION REQUIRED | <p>In this circumstance, a revised ethics application must be submitted and approved before any research takes place. The revised application will be reviewed by the same reviewer. If in doubt, students should ask their supervisor for support in revising their ethics application.</p> <p>Major amendments guidance: typically insufficient information has been provided, insufficient consideration given to several key aspects, there are serious concerns regarding any aspect of the project, and/or serious concerns in the candidate’s ability to ethically, safely and sensitively execute the study.</p> |

Decision on the above-named proposed research study

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| Please indicate the decision: | APPROVED |
|-------------------------------|-----------------|

Minor amendments

Please clearly detail the amendments the student is required to make
(only detail methodological issues if they have ethical implications)

Please make sure that participants are handed a debrief sheet (a verbal note at the end of the interview suggests that participants can be made aware of support agencies suggesting that only participants who volunteer to receive this information will receive it).

Major amendments

Please clearly detail the amendments the student is required to make
(only detail methodological issues if they have ethical implications)

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Assessment of risk to researcher

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| Has an adequate risk assessment been offered in the application form? | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| | If no, please request resubmission with an <u>adequate risk assessment</u> . | |
| If the proposed research could expose the <u>researcher</u> to any kind of emotional, physical or health and safety hazard, please rate the degree of risk: | | |
| HIGH | Please do not approve a high-risk application. Travel to countries/provinces/areas deemed to be high risk should not be permitted and an application not be approved on this basis. If unsure, please refer to the Chair of Ethics. | <input type="checkbox"/> |
| MEDIUM | Approve but include appropriate recommendations in the below box. | <input type="checkbox"/> |
| LOW | Approve and if necessary, include any recommendations in the below box. | <input checked="" type="checkbox"/> |
| Reviewer recommendations in relation to risk (if any): | Please insert any recommendations | |

Reviewer's signature

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| Reviewer: (Typed name to act as signature) | Irina Anderson |
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| Date: | |
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This reviewer has assessed the ethics application for the named research study on behalf of the Ethics Committee for the Department of Psychology and Human Development

RESEARCHER PLEASE NOTE

For the researcher and participants involved in the above-named study to be covered by UEL's Insurance, prior ethics approval from the Department of Psychology and Human Development (acting on behalf of the UEL Ethics Committee), and confirmation from students where minor amendments were required, must be obtained before any research takes place.

For a copy of UEL's Personal Accident & Travel Insurance Policy, please see the Ethics Folder in the Department Noticeboard.

Confirmation of minor amendments

(Student to complete)

I have noted and made all required minor amendments, as stated above, before starting my research and collecting data

Student name:

(Typed name to act as signature)

Student number:

Date:

Please submit a copy of this decision letter to your supervisor with this box completed if minor amendments to your ethics application are required and await final approval

Confirmation of minor amendments

(Research supervisor to complete)

I confirm the student has made all required minor amendments, as stated above, before starting their research and collecting data

Supervisor name:

(Typed name to act as signature)

Date:

Please upload this form to the Ethics Team page and send a copy to the reviewer to receive final confirmation of ethical approval