

## Welcome!

We are pleased to announce that the new Central Allocation System (CAS) has been well received with active take up of bookings for December 2009 HREC meetings. Craig Batty from Janssen-Cilag was the first caller on day one (2 November), successfully lodging the first clinical trial application on the new system.

### More new developments!!

The following new information is now available from the CCHRE website: [www.health.vic.gov.au/cchre](http://www.health.vic.gov.au/cchre)

2010 Reviewing HREC submission closing dates and HREC meeting dates.

Contact details of participating site Research Governance Officers.

Standard templates for monitoring and reporting to reviewing HRECs. These include:

- HREC Amendment Form;
- Adverse Event/Serious Adverse Event (AE/SAE) report;
- Summary (AE/SAE) report; and
- Protocol Deviation or Violation Report.

### \*IMPORTANT\* information for HREC members

Look out for the new section on the CCHRE website for HREC members. It features important new information on ethical review of multi-site research.

Kind regards,

Suzanne Hasthorpe  
Manager, Coordinating Office  
for Human Research Ethics

## ► CCHRE website - the place to go [www.health.vic.gov.au/cchre](http://www.health.vic.gov.au/cchre)

### ***Booking in to the streamlining of ethical review for multi-site clinical trials system***

Submission closing dates and HREC meetings for 2010 are now on the CCHRE website.

## ► The CAS Line

- The Central Allocation System (CAS) line will be open in December 2009, January 2010 and throughout 2010 (except for public holidays). The line is open from 10am to 5pm AEST Monday to Friday.
- Call the CAS line to book an ethics application and determine the reviewing HREC. Phone (03) 9092 1983.

## ► Standard templates

The Reviewing HREC and Research Governance Standards Sub-committee have developed standard templates for monitoring and reporting to reviewing HRECs. Templates are available on the CCHRE website and can be filled in online and printed for submission.

## ► Online Forms Website

If investigators or applicants have not previously registered an account, please **create an account** at [www.ethicsform.org/au](http://www.ethicsform.org/au) to fill out an ethics application form or SSA form.

## ► AU RED Training

In house AU RED training is available for HREC Coordinators and participating organisations' Research Governance Officers. Contact Campbell Simpson on [campbell.simpson@dhs.vic.gov.au](mailto:campbell.simpson@dhs.vic.gov.au) or phone (03) 9092 1987.

## ► IT Help Desk

For any technical problems  
**Call:** 02 9037 8404 Monday to Friday 10am to 4pm AEST or  
**Email:** [helpdesk@infonetica.net](mailto:helpdesk@infonetica.net).

## ► Further queries

**Phone:** (03) 9092 1981  
**Email:** [multisite.ethics@dhs.vic.gov.au](mailto:multisite.ethics@dhs.vic.gov.au)  
**Web:** [www.health.vic.gov.au/cchre](http://www.health.vic.gov.au/cchre)