

You **MUST** include

Your Contact Information:

- Email Address
- Telephone Number

Note: If **NO** contact information is provided the Research Approval will not be processed.



For Further Information
you can contact the
Public Health Observatory.

Address:
Ground Floor, Room #18, Building #7
Eric Williams Medical Sciences
Complex

Phone:
225-4673 Ext: 2602/2606

Email:
rec@ncrha.co.tt

Website URL:
<https://ncrha.co.tt/ethicscommittee/>



Application Process for Research Ethics Committee (REC) Approval



The following items are required for Research Approval at the **NCRHA**:

1. The Research Proposal which must include:
 - Title
 - Background and Rationale
 - Aim
 - Objectives
 - Methodology
 - Data Collection, Protection and Confidentiality
 - References
2. Consent Form for participants
3. Questionnaires for participants
4. Sample Questions for Interviews
5. Data Collection Sheet
6. Letter (**Final**^{*}) of Ethical Approval from your respective Institution or Local Ethical Body.
**Final - The Letter that contains no Amendments to be done to proposal.*
7. A Letter of Introduction from your Institution which states your academic pursuits.
8. A Letter of Request addressed to the CEO of the NCRHA to conduct research from you .

9. A signed agreement letter, addressed to the CEO, indicating that you the researcher would submit a copy of your final report within two (2) weeks of completion.

10. Visit the NCRHA website below and fill out the relevant forms based upon the type of research you are conducting.

<https://ncrha.co.tt/ethicscommittee/>

11. Principal Investigator's resume

12. Ministry of Health approval is required once the study is COVID-19 related.

The requested items are then packaged and forwarded to the Research Ethics Committee or Head/s of Department/s, provided no objections or further clarification is required.

Subsequently, the package, together with the approval signatures, are forwarded to the CEO for final review and the signing of the Final Letter of Approval.

All the required items should be submitted to the Public Health Observatory in Soft Copy.



All researches that require ethical approval should be submitted before the 1st of every month. Any proposals submitted thereafter would be processed in the following month.

The estimated period for approval is approximately **four (4) weeks**. This is provided that the student has met all the requirements for approval.

