



Academic Services
Manager, Academic Committees, Mr Gary Witte

14 April 2019

Dr F Graham
Department of Rehabilitation Teaching and Research Unit (Wtn)
School of Medicine
University of Otago, Wellington

Dear Dr Graham,

I am writing to let you know that, at its recent meeting, the Ethics Committee considered your proposal entitled “**Tele-health wheelchair and seating assessment: A mixed methods study**”.

As a result of that consideration, the current status of your proposal is:- **Approved**

For your future reference, the Ethics Committee’s reference code for this project is:- **H19/046**.

The comments and views expressed by the Ethics Committee concerning your proposal are as follows:-

While approving the application, the Committee would be grateful if you would respond to the following:

The Committee noted that there appeared to be inconsistencies with the amount of time participants will be expected to be involved in the research. Please refer to the timings given in response to questions 2.1 and 13.3 and clarify accordingly.

The standard conditions of approval for all human research projects reviewed and approved by the Committee are the following:

Conduct the research project strictly in accordance with the research proposal submitted and granted ethics approval, including any amendments required to be made to the proposal by the Human Research Ethics Committee.

A Final Report is required by the Committee upon completion of the study. The Final Report template can be found on the Human Ethics Web Page

<https://www.otago.ac.nz/council/committees/committees/HumanEthicsCommittees.html>

Inform the Human Research Ethics Committee immediately of anything which may warrant review of ethics approval of the research project, including: serious or unexpected adverse effects on participants; unforeseen events that might affect continued ethical acceptability of the project; and a written report about these matters must be submitted to the Academic Committees Office by no later than the next working day after recognition of an adverse occurrence/event. Please note that in cases of adverse events an incident report should also be made to the Health and Safety Office:

<http://www.otago.ac.nz/healthandsafety/index.html>

Advise the Committee in writing as soon as practicable if the research project is discontinued.

Make no change to the project as approved in its entirety by the Committee, including any wording in any document approved as part of the project, without prior written approval of the Committee for any change. If you are applying for an amendment to your approved research, please email your request to the Academic Committees Office:

gary.witte@otago.ac.nz

jo.farronediaz@otago.ac.nz

Approval is for up to three years from the date of this letter. If this project has not been completed within three years from the date of this letter, re-approval or an extension of approval must be requested. If the nature, consent, location, procedures or personnel of your approved application change, please advise me in writing.

Yours sincerely,



Mr Gary Witte
Manager, Academic Committees
Tel: 479 8256
Email: gary.witte@otago.ac.nz

c.c. Department of Rehabilitation Teaching and Research Unit (Wtn)