# AFIC F -6124

# INSTITUTIONAL ETHICAL REVIEW BOARD AFIC&NIHD

**APPLICATION FORM**

###### Checklist

This checklist has been prepared in order to aid the investigation in preparing a complete application and to help expedite review by the Ethical Review Committee.

Your cooperation in completing it will be greatly appreciated.

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| **PRINCIPAL INVESTIGATOR’S NAME:** |  |

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| **DESIGNATION:** |  |

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| **DEPARTMENT:** |  |

Five copies of ERC Application form with checklist.

Five copies of Research Protocol.

A copy of Drug Brochure or any supplementary information enclosed (if applicable).

Five copies of informed consent both in English and Urdu or any other local language of the population study.

Five copies of Questionnaire being administered during the study (if applicable).

Copy of this entire application for your own record.

I have also submitted the application form, research protocol and informed consent with Urdu translation by e-mail( if applicable)

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Signature: Principal Investigator Date

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Signature of external supervisor (if applicable) Date

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Signature of internal supervisor AFIC&NIHD Date

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Signature of Chairman IERB Date

INSTRUCTIONS / GUIDELINES FOR RESEARCHERS

1. Please answer all questions. It is the responsibility of researcher to fill the application form appropriately. Incompletely and inappropriately filled form will not be accepted and not considered for review or discussion in the committee. This may result in delay in approval of the proposal.

2. In case of urgency, a strong justification should be provided for an expedited review and approval such as meeting a dead line for funding etc. Even in case of expedited, review it may take up to two weeks in granting approval provided there are no ethical issue.

3. Application must be signed by PI. In case of student’s/ resident’s application, it should be signed by supervisor also.

4. In response to Q.1, please give a brief background of the study indicating the need for the study.

5. In response to Q.3, please don’t give details of laboratory or scientific procedures. Only mention the procedures to be carried out on human subjects such as withdrawal of blood or collection and storage of other samples, treatment to be provided to study subjects, observations, interviews, focus group discussions etc.

6. In response to Q.8, only direct compensations should be mentioned. Traveling in connection of studies and presentation should not be included.

7. In response to Q.9, All possible adverse events likely to occur as a result of the study should be included, with a plan to help the patient to get appropriate treatment. Please mention who will bear the cost of all such interventions. Also mention the award of compensation, if any, in case of serious adverse reactions including death of the subject

8. Consent form must be attached. Separate guidelines are given for drafting consent form which should be strictly followed. In case of improperly drafted consent form or its absence on preliminary scrutiny, no application will be considered for discussion in the committee.