**St Vincent’s Hospital (Melbourne)**

**Animal Ethics Committee (AEC)**

**Application to Change Members of a Research Team**

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| --- | --- |
| **PROTOCOL DETAILS** | |
| **AEC Protocol No** |  |
| **AEC Protocol Title** |  |
| **Principal Investigator** |  |
| **Person who completed this form** |  |
| **Email address** |  |

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| --- |
| **Remove Members from the Research Team** |
| Research Team Members can be removed when submitting an annual report or alternatively the Principal Investigator can email AEC Secretary with the AEC project number and researcher’s name [research.ethics@svhm.org.au](mailto:research.ethics@svhm.org.au) |

|  |  |  |  |
| --- | --- | --- | --- |
| **Add Members to the Research Team** | | | |
| **Principal Investigator** | | **Associate Investigator** | **Student Investigator** |
| **Title and Name** |  | | |
| **Institution** |  | | |
| **Phone number** |  | | |
| **Email** |  | | |

*Please note: If you are not registered on Stuart please contact Filiz Neave (*[*Filiz.Neave@svha.org.au*](mailto:Filiz.Neave@svha.org.au)*)*

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| --- | --- | --- | --- |
| **Specify the investigator’s role** | | | |
| Supervising other investigators |  | Providing intellectual input |  |
| Working with tissue |  | **Handling live animals\*** |  |

**\*Complete Experience and Training Details only if you are working with or handling live animals**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Experience and Training Details**  **The techniques I will perform in this project are:** | | | | | |
| **Species** | **Technique** | **Experience Category**  **\*see key below** | **Training Required?** | **Person responsible for training and assessment\*\*** | |
| **NAME** | **SIGNATURE** |
|  |  |  | Yes  No |  |  |
|  |  |  | Yes  No |  |  |

**\*KEY:**

|  |  |  |
| --- | --- | --- |
| **Category** | Competent (C) | Not Competent (NC) |
| **Training Required?** | NO | YES |

**\*\*Trainer’s Declaration:**

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| I have the relevant expertise and accept responsibility to train and supervise this investigator until I consider them to be competent in the listed techniques. Arrangements have been made for this investigator’s training in the techniques listed above. |

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| **New Member’s Declaration** | | | |
| 1. I have read the Prevention of Cruelty to Animals Act 1986 (the Act) and the NHMRC Australian code for the care and use of animals for scientific purposes, 8th Edition 2013, (the Code); 2. I accept responsibility for the conduct of the experimental procedures detailed above in accordance with the principles contained in the *Act* and *Code* and any other conditions laid down by the Animal Ethics Committee of St Vincent's Hospital (Melbourne); 3. I have read the protocol and understand my responsibilities with respect to the animal experimentation components described in this project; and 4. I have the experience and training needed for my role in the project. | | | |
| **Signature** |  | **Date** |  |

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| **Principal Investigator’s Declaration** | | | |
| 1. I have read the Prevention of Cruelty to Animals Act 1986 (the Act) and the NHMRC Australian Code for the care and use of animals for scientific purposes, 8th Edition 2013, (the Code) and will ensure all new researchers who are added to this protocol are made aware of their responsibilities under the Act and the Code; 2. I have listed each person engaged in this project and consider that they have the appropriate qualifications, experience and training to perform their role competently; 3. If any person is not already skilled in the procedures, I will ensure that they obtain all necessary training in advance of performing any procedure independently; and 4. I will ensure all personnel are made aware of their role and responsibilities in this AEC approved protocol, and are given copies of all necessary documentation. | | | |
| **Signature** |  | **Date** |  |