

# HREC Standard Operating Procedure

## 5.6 Training for HREC Members

### Statement of Intent and Outcomes

The St Vincent's Hospital Melbourne (SVHM) Human Research Ethics Committee (HREC) is committed to fulfilling Section 5.2 of the National Statement on Ethical Conduct in Human Research (2023) by ensuring all members of the HREC receive adequate training.

### Definitions

**Adequate training** is defined as attendance to at least one education session in research ethics over a three year period.

### Procedures

To ensure all Committee members are appropriately trained to perform an ethical review of research, HREC members must attend continuing education or training programs in research ethics at least once, every three years. This may be an internal training session, or a local, interstate or national conference.

All members have the opportunity to access funding to attend such training sessions (where available).

Upon completion of a training session, members shall provide a brief report to the HREC at the next meeting as a measure of information sharing. This may be provided as a verbal account, or in writing.

A record of attendance will also be kept within the Research Governance Unit, in the HREC membership folder.


### Associated Procedures/Instructions

Procedure 5.5 – Responsibilities of HREC members

### Reference Documents

- The National Statement on Ethical Conduct in Human Research (2023)
- Ethical conduct in research with Aboriginal and Torres Strait Islander Peoples and communities: Guidelines for researchers and stakeholders (2018)
- Australian Code for the Responsible Conduct of Research (2018)

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# 5.6 Training for HREC Members

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