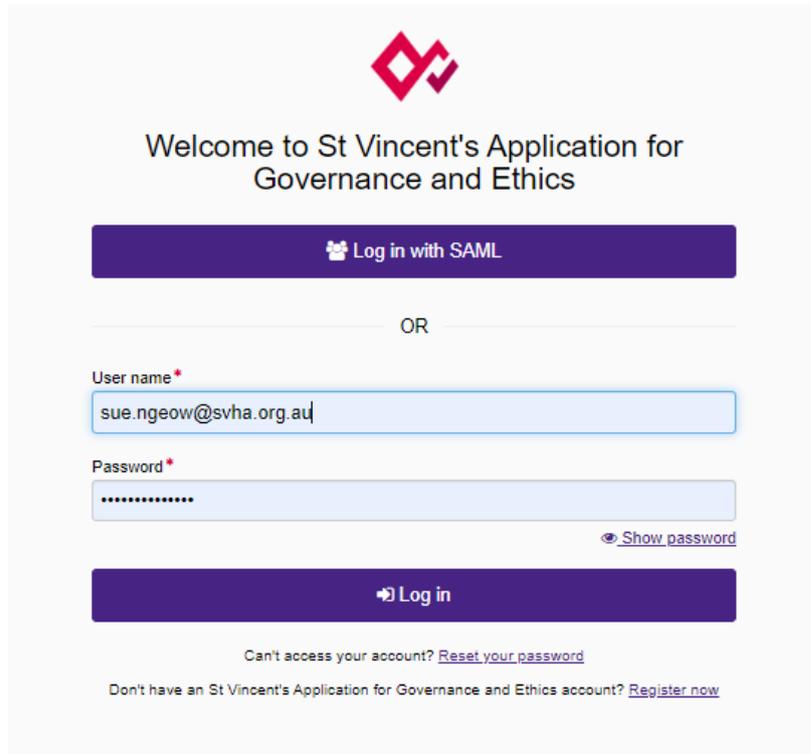


SAGE – How to submit response to letter of query

1. Login onto SAGE via <https://research.svhm.org.au/>



Welcome to St Vincent's Application for Governance and Ethics

Log in with SAML

OR

User name*
sue.ngeow@svha.org.au

Password*
.....

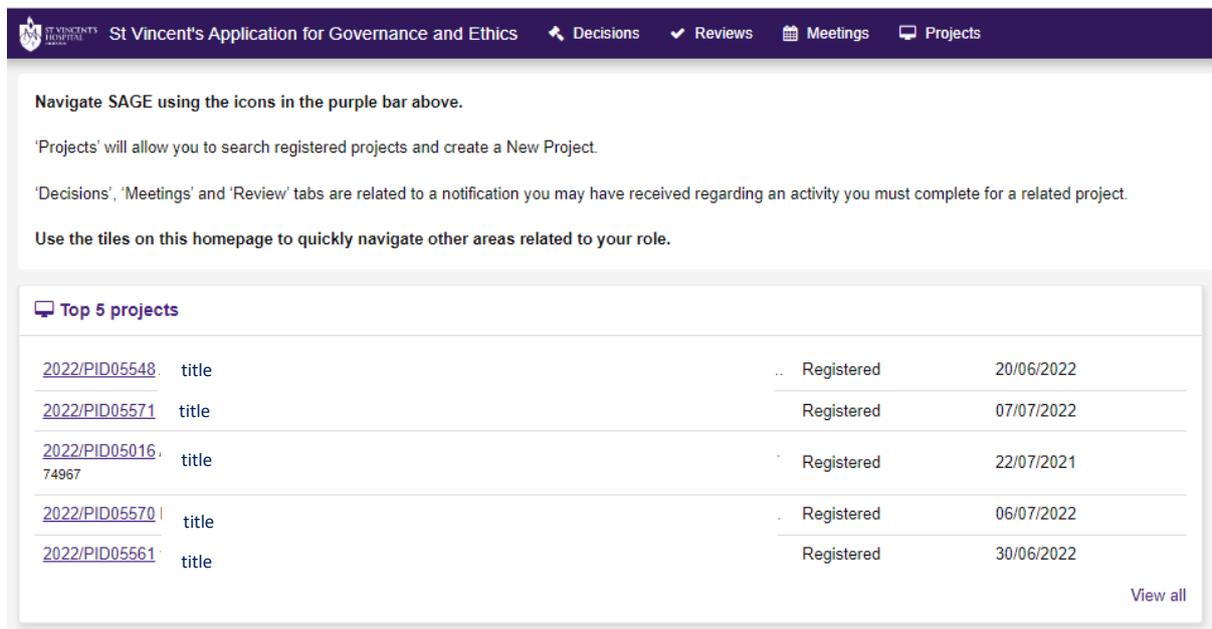
Show password

Log in

Can't access your account? [Reset your password](#)

Don't have an St Vincent's Application for Governance and Ethics account? [Register now](#)

2. Locate your project on the homepage and click the Project ID (PIDxxxxx) to view project details.



St Vincent's Application for Governance and Ethics

Decisions Reviews Meetings Projects

Navigate SAGE using the icons in the purple bar above.

'Projects' will allow you to search registered projects and create a New Project.

'Decisions', 'Meetings' and 'Review' tabs are related to a notification you may have received regarding an activity you must complete for a related project.

Use the tiles on this homepage to quickly navigate other areas related to your role.

Top 5 projects

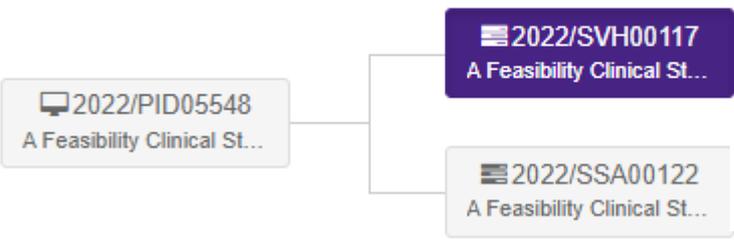
| | | | |
|--|-------|------------|------------|
| 2022/PID05548 | title | Registered | 20/06/2022 |
| 2022/PID05571 | title | Registered | 07/07/2022 |
| 2022/PID05016 74967 | title | Registered | 22/07/2021 |
| 2022/PID05570 | title | Registered | 06/07/2022 |
| 2022/PID05561 | title | Registered | 30/06/2022 |

[View all](#)

3. You may track the status of your ethics application (labelled SVHxxxxx) in the project details.

| IDENTIFIER | TITLE | STATUS | OWNER | CREATED DATE | MODIFIED DATE |
|---------------|---|---------------------------------|-------|--------------|---------------|
| 2022/SVH00117 | A Feasibility Clinical Study to Evaluate the... 114/22 | Approved pending further inf... | MC | 20/06/2022 | 20/06/2022 |

Hierarchy History Version



2022/SVH00117
A Feasibility Clinical St...

Ethics Application:
SVHxxxxx

2022/SSA00122
A Feasibility Clinical St...

Governance Application:
SSAxxxxx

4. Once you click into the Ethics application, you may see the “more information required” form is “in Progress” under the Forms tab.

[Project](#) > [2022/PID05548 - A Feasibility Clinical Study to Evaluate the Safety and Effectiveness of](#)

Application Details Decisions **Forms** More information requests Applications

Application details are on this page.

[Export CSV](#) Search...

| TITLE | STATUS |
|------------------------------------|---------------|
| 061583 - More Information Required | ● In Progress |

[< Previous](#) 1 [Next >](#)

5. Click into the form and you will be able to submit your response and attach amended documents as requested.

More Information Required Preview Validate Save

Please provide the information required

Supporting document upload

[+ Add Another](#)

[Submit](#)