****NB** To prevent your session timing-out or expiring, please save your unfinished survey on the next page before you proceed.**

**Select 'Resume later' on the top-right of the next page. Enter a username and password for this survey and click 'Save now'. Your survey will be saved using that username and password, and can be completed later by logging in with the same username and password. After having clicked the save button you can either close the browser window or continue filling out the survey.**

**Remember to save your username and password securely so you don't forget. If you do forget your username and password, please contact recadmin@tusla.ie**

**You may continue to select 'Resume later' until you submit your survey and your updates will save under the username you just created.**

**This application process is divided into the following sections, some of which are mandatory to complete. Each of these sections is displayed on a separate set of screens giving you the opportunity to save your work and log back in to complete at a later stage. You can use an index to navigate between sections.**

**Section A: GENERAL INFORMATION Section B: STUDY DESCRIPTORS Section C: RESEARCH INTERVENTIONS Section D: STUDY PARTICIPANTS, SAMPLING AND RECRUITMENT Section E: PARTICIPANTS UNDER THE AGE OF I8 Section F: PARTICIPANTS INFORMED CONSENT Section G: DATA PROTECTION AND PROCESSING Section H: RISK AND RISK MANAGEMENT Section I: DISSEMINATION OF RESULTS Section J: INDEMNITY AND INSURANCE Section K: ADDITIONAL ETHICAL ISSUES APPLICATION DOCUMENTS DECLARATION BY APPLICANTS**

# Section A: CONFIRMATION OF DATA PROTECTION REVIEW AND COMPLIANCE

The Child and Family Agency (Tusla) Research Ethics Committee (REC) approval is provided on the basis of the information received. All terms and conditions of ethical approval must be adhered to by applicants. Applicants who do not adhere to the Child and Family Agency REC approval are in breach of the agreement. Child and Family funded and commissioned research will be subject to additional contractual arrangements. The ethical review of research applications to Tusla is based on a review of ethical issues arising and organisational governance and compliance issues that need to be adhered to in order for the research to commence.

Research cannot commence until written approval by e-mail has been received from the Child and Family Agency's Research Ethics Committee. Please read the following information before completing your application.

All applicants must apply using the following web based form. Buttons are provided for attaching additional materials where requested.

Please ensure to refer to the section specific guidance offered when completing this application form.

Student Applications

All student applications (NFQ Levels 8, 9, 10) must be completed and submitted in conjunction with the academic supervisor. All student applications must be endorsed by the academic supervisor. Electronic applications must include the supervisor's email address (A5). The form should be checked, approved and signed by the supervisor in advance of submission to the REC, and include the supervisor's signed endorsement letter

Glossary

Applicants may find the glossary available on the Research Centre webpage useful when completing the application:

https://www.tusla.ie/uploads/content/Research_Methodologies.pdf

## A1. Please consider and answer the following statements by ticking the boxes.

| | |
|---|---|
| I have read the privacy notice – Research Ethics Process – and I have been given an opportunity to ask questions in relation to the information within it. | ☐ |
| I understand the purpose for the collection of personal information and how the information will be processed. | ☐ |
| I consent to my personal information being stored on a secure server within the Child and Family Agency. | ☐ |
| I consent to my personal details being stored within a research register contained on a secure server within the Child and Family Agency and used for the purpose of collecting information about research activity, I understand that my personal information will not be shared with any third party without my explicit consent to do so. | ☐ |
| I understand that my explicit consent to upload a summary report of my research, on its completion, will be sought by the Child and Family Agency, and declining to do so will have no effect on publishing my research | ☐ |
| I understand that I can request to see my personal information at any stage by writing to the REC Chairperson and making a data request. | ☐ |
| I understand that I can request for my personal information to be rectified and/or erased by writing to the REC Chairperson and making a data request . | ☐ |

**A2.** **Please indicate if you would like the full text of your research (your thesis/dissertation) to be available through the Tusla Open Access Research Repository Agreeing to do so will have no effect on publishing my research.**

Yes ☐

No ☐

# Section B: CREATE YOUR PROFILE

**B1.** **Please provide details below of any profile links you currently hold**

| | |
|---|---|
| Linked In | |
| Research Gate | |
| ORCiDr | |
| Other | |

**B2.** **Please name the Lead Applicant with overall responsibility for the conduct of this proposed research study (other than the supervisor) and acts as the lead contact person.**

| | |
|---|---|
| First name: | |
| Last name: | |
| Current qualifications: | |
| Position: | |
| Organisation: | |
| Organisational Address: | |
| Dept: | |
| Mobile: | |
| Email: | |
| Role in Research: | |

**B3. Brief Biographical Description:**

***This question has a 5000 character limit. You have entered of 5000 characters.***

# Section C: DETAILS OF CO- APPLICANT PROFILE

**C1. Would you like to add an additional co-applicant profile?**

Yes ☐

No ☐

**C2. Please provide an ORCiD personal identifier for the 1st co-applicant and/or a link to their LinkedIn or Research Gate profiles in the fields below:**

ORCiD0000-0001-2345-6789

LinkedInhttps://www.linkedin.com/in/[username]

Research Gatehttps://www.researchgate.net/profile/[username]

**C3. Please provide details of 1st co-applicant profile:**

First name:

Last name:

Current qualifications:

Position:

Organisation:

Organisational Address:

Dept:

Mobile:

Email:

Role in Research:

**C4. Would you like to add 2nd co-applicant profile?**

Yes ☐

No ☐

**C5. Please provide an ORCiD personal identifier for the 2nd co-applicant and/or a link to their LinkedIn or Research Gate profiles in the fields below:**

ORCiD0000-0001-2345-6789

LinkedInhttps://www.linkedin.com/in/[username]

Research Gatehttps://www.researchgate.net/profile/[username]

**C6. Please provide details of 2nd co-applicant profile:**

First name:

Last name:

Current qualifications:

Position:

Organisation:

Organisational Address:

Dept:

Mobile:

Email:

Role in Research:

**C7. Would you like to add 3rd co-applicant profile?**

Yes ☐

No ☐

**C8. Please provide an ORCiD personal identifier for the 3rd co-applicant and/or a link to their LinkedIn or Research Gate profiles in the fields below:**

ORCiD0000-0001-2345-6789

LinkedInhttps://www.linkedin.com/in/[username]

Research Gatehttps://www.researchgate.net/profile/[username]

**C9. Please provide details of 3rd co-applicant profile:**

First name:

| | |
|---|---|
| Last name: | |
| Current qualifications: | |
| Position: | |
| Organisation: | |
| Organisational Address: | |
| Dept: | |
| Mobile: | |
| Email: | |
| Role in Research: | |

# Section D: TITLE OF PROPOSED RESEARCH STUDY

To enable us to index your research and make it visible and easily locatable within the database and the Tusla Research Repository, please select between THREE and FIVE subject headings from the ERIC Thesaurus, and enter them into the boxes below:

**D1. Please provide a 500-word abstract giving working title, proposed aims & objectives and proposed research methodology and summarizing the intended purpose and outcomes of your research in the text box below.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**D2. 1st subject heading:**

**D3.** **2nd subject heading:**

**D4.** **3rd subject heading:**

**D5.** **4th subject heading:**

**D6.** **5th subject heading:**

# Section E: SECTION A: GENERAL INFORMATION

Please confirm if persons from any of the groups highlighted below will participate in the proposed research study. It is recognised that not all groups in this listing will automatically be vulnerable or lacking in capacity. Please refer to the HSE's National Consent Policy, particularly Part 3, Section 5 .*

** Participants should be made aware that should they decide not to participate in a research study that this will have not have any impact on their care. Some participants may be vulnerable and may find it difficult to say 'no' especially in cases where the researchers are also involved in their care. This should be given due consideration by the applicant and where participants are deemed vulnerable, the explanation should be provided about how power differentials will be managed in the research study.*

1. CHILDREN AND YOUNG PEOPLE

2. Legal Guardians, Relatives and Foster Carers

3. TUSLA STAFF

4. PERSONS IN DEPENDANT / UNEQUAL RELATIONSHIPS

PLEASE NAME THE TUSLA LOCAL AREAS OR OTHER TUSLA NATIONAL SERVICES IN WHICH YOU PLAN TO CONDUCT YOUR RESEARCH

Please note that If you plan to conduct your research in Tusla local areas or with other services provided nationally by Tusla you will need written evidence of approval from Tusla Managers e.g. Service Directors, Area Managers, National Managers or others, depending on the research proposed.

You can access Guidance for Researchers seeking 'approval in principle' to access Tusla research participants here.

In the event of any queries either before or as you complete the relevant details below, please contact the Research Ethics Committee Administrator at recadmin@tusla.ie

**E1. Is the proposed research study being undertaken as part of an academic qualification?**

Yes ☐

No ☐

**E2. Please complete the following:**

Academic Course:

Academic Institution:

Student Name(s):

**E3. Please provide academic supervisor details:**

Supervisor full name:

| | |
|---|---|
| Mobile Number: | |
| Email address: | |
| Qualifications: | |
| Position: | |
| Organisation: | |
| Department: | |
| Organisational Address: | |

**E4. Would you like to add 2nd supervisor?**

Yes ☐

No ☐

**E5. Please provide 2nd academic supervisor details:**

| | |
|---|---|
| Supervisor full name: | |
| Phone number: | |
| Email adress: | |
| Position: | |
| Academic Role: | |
| Academic institution: | |

**E6. If you checked NO above, and the research is not for an academic qualification, please describe below what the proposed research study is for? e.g. commissioned research, practitioner research etc.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**E7.** **Is the proposed research study being submitted to another Research Ethics Committee, or has it been previously submitted to a Research Ethics Committee? Please provide further details and attach/upload copies of approval(s) received:**

Yes ☐

No ☐

**E8.** **Attach/upload copies of approval(s) received**

**E9.** **AGE PROFILE:**

18-24 year ☐

Under 18's ☐

Under 16's ☐

**E10.** **Please Detail**

**E11.** **CARE SETTINGS:**

Children/Young People in Foster Care ☐

Children/Young People in Residential Care Settings ☐

Children/Young People in Special Care Settings ☐

Children/Young People transitioning from Foster Care to Adoption ☐

Children/Young People transitioning out of care ☐

Children/Young People in Aftercare ☐

**E12.** **Please detail in Text Box below:**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**E13.** **COMMUNITY SETTINGS:**

Children/Young People in formal education settings ☐

Children/Young People in alternative educational settings ☐

Children in early years settings ☐

Children/Young People accessing Tusla funded services ☐

**E14. Please detail in Text Box below:**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**E15. SELDOM HEARD CHILDREN / YOUNG PEOPLE:**

Travellers ☐

Roma ☐

Other Ethnic Minorities ☐

Refugees, Asylum Seekers, Children in Direct Provision ☐

Early School Leavers / At risk of Early School Leaving ☐

LQBTI+ ☐

Young People in conflict with the law ☐

Young People with mental health difficulties ☐

Homeless / experience of housing difficulties ☐

Young people experiencing domestic violence ☐

**E16. Please detail in Text Box below:**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**E17. Legal Guardians, Relatives and Foster Carers**

[Birth] Parents ☐

General Foster Carers ☐

Relative Foster Carers ☐

Birth Parents ☐

Legal Guardians ☐

Other ☐

**E18. Please Detail**

**E19. Please detail in Text Box below:**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**E20. TUSLA STAFF**

Social Workers ☐

Social Care Workers ☐

Education Welfare Officers ☐

Family Support Workers ☐

Aftercare Workers ☐

Policy Experts ☐

Other ☐

**E21. Please detail in Text Box below:**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**E22. PERSONS IN DEPENDANT / UNEQUAL RELATIONSHIPS**

Students ☐

Children / Young People in Residential Care ☐

People with an intellectual disability ☐

People with a physical or sensory disability ☐

Life limiting condition ☐

Brain injury ☐

Other ☐

**E23. Please detail in Text Box below:**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**E24.** **If YES to any of the above or to any other potential research participants not listed, please comment on how you will manage the potential power dynamics in the relationship between the applicant(s) and research participants in text box below.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**E25.** **TUSLA LOCAL AREAS**

**Please select the Tusla Local Areas below that you plan to conduct your research within and upload the written evidence of approval from the Tusla Managers in each area.**

**If you plan to conduct your research in ALL Tusla local areas, you can seek approval for this from the Director of Services and Integration at chiefoperations@tusla.ie**

**Details of all Tusla local areas can be accessed http://www.tusla.ie/get-in-touch/local-area-offices**

- ☐ ALL Tusla Local Areas
- ☐ DNE: Dublin North
- ☐ DNE: Dublin North City
- ☐ DNE Louth Meath
- ☐ DNE: Cavan Monaghan
- ☐ DML: Dublin South East Wicklow
- ☐ DML: Dublin South Central
- ☐ DML: Dublin South West, Kildare, West Wicklow
- ☐ DML: Midlands, Laois, Longford, Offaly, Westmeath
- ☐ South West: Cork
- ☐ South West: Kerry
- ☐ South East: Carlow, Kilkenny and South Tipperary
- ☐ South East: Waterford & Wexford
- ☐ West: Donegal

West: Galway & Roscommon ☐

West: Sligo Leitrim & West Cavan ☐

West: Mayo ☐

West: Mid-West (Clare, Limerick & North Tipperary) ☐

**E26. Please upload approval for ALL Tusla Local Areas**

**E27. Please upload approval for DNE: Dublin North**

**E28. Please upload approval for DNE: Dublin North City**

**E29. Please upload approval for DNE Louth Meath**

**E30. Please upload approval for DNE: Cavan Monaghan**

**E31. Please upload approval for DML: Dublin South East Wicklow**

**E32. Please upload approval for DML: Dublin South Central**

**E33. Please upload approval for DML: Dublin South West, Kildare, West Wicklow**

**E34. Please upload approval for DML: Midlands, Laois, Longford, Offaly, Westmeath**

**E35. Please upload approval for South: Cork**

**E36. Please upload approval for South: Kerry**

**E37. Please upload approval for South: Carlow, Kilkenny & South Tipperary**

**E38. Please upload approval for South: Waterford & Wexford**

**E39. Please upload approval for West: Donegal**

**E40. Please upload approval for West: Galway & Roscommon**

**E41. Please upload approval for West: Sligo Leitrim & West Cavan**

**E42. Please upload approval for West: Mayo**

**E43. Please upload approval for Mid-West: Clare**

**E44. TUSLA NATIONAL AND CORPORATE SERVICES**

Office of the Director of Services and Integration ☐

Corporate Services ☐

Finance ☐

People and Change ☐

Information & Communications Technology ☐

Legal Services ☐

Quality and Regulation ☐

Adoption Services ☐

Children & Young Peoples Services Committee ☐

Prevention, Partnership & Family Support National Office ☐

| | |
|---|---|
| Children's Residential Services National Office | ☐ |
| Office of Chief Social Worker | ☐ |
| Commissioning | ☐ |
| Out of Hours Service | ☐ |
| Domestic, Sexual & Gender Based Violence Service | ☐ |
| Separated Children Service | ☐ |
| Tusla Education Support Services | ☐ |

| | |
|---|---|
| **E45.** | **Please upload approval for Office of the Director of Services and Integration** |
| **E46.** | **Please upload approval for Corporate Services** |
| **E47.** | **Please upload approval for Finance** |
| **E48.** | **Please upload approval for Human Resources** |
| **E49.** | **Please upload approval for Information & Communications Technology** |
| **E50.** | **Please upload approval for Legal Services** |
| **E51.** | **Please upload approval for Quality Assurance** |
| **E52.** | **Please upload approval for Transformation & Policy** |
| **E53.** | **Please upload approval for Adoption Services** |
| **E54.** | **Please upload approval for Children & Young Peoples Services Committee** |
| **E55.** | **Please upload approval for Prevention, Partnership & Family Support National Office** |
| **E56.** | **Please upload approval for Children's Residential Services National Office** |
| **E57.** | **Please upload approval for Office of Chief Social Worker** |
| **E58.** | **Please upload approval for Commissioning** |
| **E59.** | **Please upload approval for Out of Hours Service** |
| **E60.** | **Please upload approval for Domestic, Sexual & Gender Based Violence Service** |
| **E61.** | **Please upload approval for Separated Children Service** |

**E62.**

**For studies taking place ADDITIONALLY in a number of NON-TUSLA locations, please name EACH location where this proposed research study is to take place, stating the Lead Applicant, as well as Co-Applicant if applicable, for each of these locations and their contact details. Please also indicate in the table below if you have received an outcome from any other Research Ethics Committee, including the name/title of each.**

**Location:**

| | |
|---|---|
| 1st location: | |
| 2nd location: | |
| 3rd location: | |
| 4th location: | |
| 5th location: | |

**E63.**

**For studies taking place ADDITIONALLY in a number of NON-TUSLA locations, please name EACH location where this proposed research study is to take place, stating the Lead Applicant, as well as Co-Applicant if applicable, for each of these locations and their contact details. Please also indicate in the table below if you have received an outcome from any other Research Ethics Committee, including the name/title of each.**

**Name of Lead Applicant:**

| | |
|---|---|
| 1st location: | |
| 2nd location: | |
| 3rd location: | |
| 4th location: | |
| 5th location: | |

**E64.**

**For studies taking place ADDITIONALLY in a number of NON-TUSLA locations, please name EACH location where this proposed research study is to take place, stating the Lead Applicant, as well as Co-Applicant if applicable, for each of these locations and their contact details. Please also indicate in the table below if you have received an outcome from any other Research Ethics Committee, including the name/title of each.**

**Lead Co-Applicant Contact Details:**

| | |
|---|---|
| 1st location: | |
| 2nd location: | |
| 3rd location: | |
| 4th location: | |
| 5th location: | |

**E65.**

**For studies taking place ADDITIONALLY in a number of NON-TUSLA locations, please name EACH location where this proposed research study is to take place, stating the Lead Applicant, as well as Co-Applicant if applicable, for each of these locations and their contact details. Please also indicate in the table below if you have received an outcome from any other Research Ethics Committee, including the name/title of each.**

**Previous/Other Research Ethics Committee Outcomes:**

| | |
|---|---|
| 1st location: | |
| 2nd location: | |
| 3rd location: | |
| 4th location: | |
| 5th location: | |

**E66.**

**For studies taking place ADDITIONALLY in a number of NON-TUSLA locations, please name EACH location where this proposed research study is to take place, stating the Lead Applicant, as well as Co-Applicant if applicable, for each of these locations and their contact details. Please also indicate in the table below if you have received an outcome from any other Research Ethics Committee, including the name/title of each.**

**Name/Title of REC:**

| | |
|---|---|
| 1st location: | |
| 2nd location: | |
| 3rd location: | |
| 4th location: | |
| 5th location: | |

**E67. Previous/Other Research Ethics Committee Outcomes**

Approved ☐

Declined ☐

**E68. Please supply details of how you will manage an insider perspective.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**E69.** **Please provide details of where there has been patient and public involvement in the preparation and/or design of your application and/or provide details of proposed future public involvement in later stages of the programme.***

**The Irish Health Research Forum defines Public and patient involvement (PPI) in research as occurring when individuals meaningfully and actively collaborate in the governance, priority setting, and conduct of research, as well as in summarizing, distributing, sharing, and applying its resulting knowledge.**

***By patient and public in this context we mean everyone: children and young people, those attending Tusla services including potential users of services. We also include parents, carers, guardians staff members or anyone involved in the care and protection of children and young people***

***By 'involvement' we mean the active involvement between children and young people/people who use services/parent/guardians/carers/staff/the general public and researchers. It does not include the use of people as participants in research (or as research 'subjects') and does not generate data for individual research projects.***

***This question has a 5000 character limit. You have entered of 5000 characters.***

**E70.** **Provide information on the individuals/groups and the ways in which they will be involved in various stages of your study. If you feel that this is not applicable to your application, you must explain why.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**E71.**

**Will a gatekeeper or multiple gatekeepers be required for the proposed research study?**

**Gatekeepers are individuals at research sites who provide access to the site and allow or permit a research study to be undertaken. Conscientious and well-informed negotiations with gatekeepers are required in research to conduct appropriate stakeholder engagement before and during the research fieldwork.**

**Access to a research site requires consideration of the needs and vulnerabilities of the participants and researchers, and the balance of risk with the value of the research.**

**If Gatekeepers are to be utilised in the proposed research study, please upload evidence of draft introductory email, draft information letter and draft consent forms for gatekeeper recruitment.**

Yes ☐

No ☐

**E72.** **If yes, how will gatekeepers be accessed?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**E73.** **Please elaborate on the role the gatekeeper(s) will fulfil for the proposed research study.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

# Section F: SECTION B: STUDY DESCRIPTORS

In this section, you are asked to provide a brief description of supporting research evidence, and a justification as to why this proposed research study should proceed in that context including an attached bibliography using a recognised bibliographic style. Please complete all questions in this section.

(You can access free Bibliographic Reference Manager Software within the TUSLA Research Centre as well as your institutions Library and Information Service)

**F1. Provide brief information on the background / rationale for the proposed research study.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**F2. How will the proposed research study generate knowledge about the health or social care needs of children and families?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**F3.** **There are many potential benefits to research. Research supports learning, understanding and knowledge. There may be a direct benefit for research participants. There may be a benefit for the Applicant in terms of academic qualification. There may be a benefit for the social care system in general or for an organization / site or service.**

**What are the potential benefit(s) that may occur as a result of this proposed research study?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**F4.** **Please state the research question(s) and provide a brief (plain English) description of the proposed research study. Please ensure the language used in your answer is at a level suitable for use in a research participant information sheet.**

**Your answer should be between 100 and 500 words.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**F5.** **What is the anticipated start date of this proposed research study?**

**F6.** **What is the anticipated duration of this proposed research study?**

**F7.** **List the proposed research study aims and objectives.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**F8.** **List the proposed research study endpoints / measurable outcomes (if applicable).**

**A study 'endpoint' is the outcome that this proposed research study is designed to evaluate. If your study is exploratory in nature and will not have defined outcomes, please explain the exploratory nature of the study and what it hopes to achieve.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**F9.** **Provide information on the proposed research study design. The proposed research study design chosen should be appropriate to achieving the aims and objectives already described.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**F10. Provide information on the proposed research study methodology.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**F11. Please ensure that you upload/attach copies of any instruments / questionnaires etc. referred to in your response.**

**F12. Provide information on the approach to be used in the analysis of your data. This approach should match the design and methods outlined above e.g., quantitative data analysis, qualitative data analysis, mixed methods etc. Please provide outline of data analysis below:**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**F13. Research Intervention, please select relevant option:**

Yes, I do propose to introduce a Research Intervention, please proceed to Section C ☐

No, I do not propose to introduce a Research Intervention, please proceed to Section D ☐

# Section G: SECTION C: RESEARCH INTERVENTIONS

**G1.** **What activities, procedures or interventions (if any) are potential research participants asked to undergo or engage in for the purposes of this proposed research study? Note: research intervention does not include participating in a research interview or focus group etc.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**G2.** **Will the study involve the withholding of treatment / intervention / therapy?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**G3.** **Will there be any harm that could result from withholding treatment / intervention / therapy?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**G4.** **If yes, please elaborate on how the Applicant will mitigate against potential harm from withholding treatment / intervention / therapy.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**G5.** **Will the interventions provided during the proposed research study be available if needed after the termination of the proposed research study?**

Yes ☐

No ☐

**G6.** **IF YES please state the intervention you are referring to and state who will bear the cost of provision of this intervention.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**G7.** **IF NO please state the implications and any potential risks if interventions needed after the termination of the proposed research study are not available.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

# Section H: SECTION D: STUDY PARTICIPANTS, SAMPLING AND RECRUITMENT

In this section, you are asked to provide specific details as to how you plan to sample and recruit participants. All questions in this section must be answered.

**H1. What is your proposed sampling frame for the study?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**H2. What is the size of the overall sample from which your research participants are to be recruited?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**H3. Please select the data type and detail the sampling strategy, calculations and rationale with reference to overall sampling frame:**

Quantitative (Calculated Sample) ☐

Comment

Quantitative (Sample Calculation not possible) ☐

Comment

Qualitative ☐

Comment

**H4.** **How many research participants do you plan to recruit?**

**H5.** **Please describe your strategy for informing, inviting and recruiting participants i.e., how will people be informed of the research, approached and invited to participate?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**H6.** **What are the inclusion criteria for research participants?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**H7.** **What are the exclusion criteria for research participants?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**H8.** **To avoid the risk of over-researching Child and Family Agency (Tusla) clients or staff, a) how will you ascertain and/or manage potential over-researching of Tusla clients or staff in your proposed research study and b) to the best of your knowledge, will any participants recruited to the proposed research study be simultaneously involved in any other research project??**

Yes ☐

No ☐

**H9.** **Will any payments / reimbursements (monetary or otherwise) be made to participants?**

Yes ☐

No ☐

**H10.** **Please provide details of payments/reimbursements (including Amount):**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**H11.** **Participants under the age of 18, please select relevant option:**

Yes, I do plan to sample and recruit participants under the age of 18, please proceed to Section E ☐

No, I do not plan to sample and recruit participants under the age of 18, please proceed to Section F ☐

# Section I: SECTION E: PARTICIPANTS UNDER THE AGE OF I8

Click here to read guidance on Child Protection and Safeguarding BEFORE completing this section.

This section is specific to studies involving children under the age of 18 years as participants in a research study. Specific guidance in relation to recruiting research participants under the age of 18 is available via the following link. Applicants must read and demonstrate compliance with this guidance. Please complete all questions if your study involves children under 18 years.

General guidance for conducting research with children under 18 years

A parent or other legally appointed guardian must provide consent on behalf of the child to participate in research and for processing of their research data.

However, children are data protection rights holders in their own right. The General Data Protection Regulation (GDPR) and the Data Protection Act 2018 apply equally to children and adults. Regardless of the age of the child, it is important for adults to realise that any personal data which relates to their child, is and remains, the personal data of their child. It does not belong to anyone else, such as a parent/guardian and parents/guardians do not have an automatic entitlement to that personal data.

The child's assent to participate, and for the processing of their data for research purposes, should also be obtained and tailored in a developmentally appropriate manner. Applicants must also be aware of literacy issues or children's additional needs that may impact on their ability to participate in the proposed research study.

Refusal to assent must be respected.

For children in care, consent to participate in research may need to be provided by the parents and/or Tusla, depending on the type of care arrangement; a care order or interim care order and voluntary care agreement. Tusla NRO and Independent REC can advise. Where children are the subject of ongoing and current court proceedings (in camera rule). The Court should always be told of any intended participation in research (for more detail see Appendix 2).

Researchers must complete appropriate child protection training (e.g. mandatory Tusla Children First Training) and need to have evidence of current Garda Vetting before coming in contact with children for their research

If a child/children reveals to the researcher or the researcher observes/receives evidence that a child/children is at significant risk of harm, the researcher is obliged to act under Children First National Guidance for the Protection and Welfare of Children (DCYA, 2017). This should only occur after discussion with the child. The child and legal guardian(s)/parent(s) should be informed of this obligation during the consent/assent process and it should be highlighted in participant information sheets.

A distress protocol outlining supports available to children should also be submitted.

For research involving full-term or preterm neonates or babies, the decision to consent to participate in research rests with their parent(s)/legal guardian(s) and, in general, the same rules apply.

**Under Schedule 1, Children First Act 2015, research involving children as participants will also require a child safeguarding statement (CSS)[1]. Please ensure that a child safe guarding statement is submitted with this application and complies with the guidance as set out**
**in** https://www.tusla.ie/children-first/child-safeguarding-statement-compliance-unit-csscu/

**Further guidance on developing a CSS can be found**
**at** https://www.tusla.ie/uploads/content/4214-TUSLA_Guidance_on_Developing_a_CSS_LR.PDF

**If you are unsure if the current CSS complies with this guidance, further information is available https://www.tusla.ie/children-first/child-safeguarding-statement-compliance-unit-csscu/csscu-frequently-asked-questions**

**or you can send a query or Child Safeguarding Statement to csscu@tusla.ie**

**Please keep the CSS under review as per the Act and re-submit any up to date statement during the lifetime of the research.**

**Further, the risk assessment (assessment of the risk of harm to a child while participating in the research) should**

**I2.** **Please upload copies of the information sheet to be given to the child?**

**I3.** **Please elaborate in text box below:**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**I4.** **Will each child receive information about the risks and benefits of the proposed research study according to his/her capacity to understand? Please elaborate and provide copies of information leaflets and consent forms.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**I5.** **Please elaborate, outlining the assent process in full. (How will assent be obtained, when and by whom, what format etc.?)**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**I6.** **a) Please outline how you will obtain and record parents/legal guardians of the child/consent for their children to participate in the study**

**b) All children must be allowed to decline or withdraw from the proposed research study. What arrangements are in place to ascertain the explicit wish of the child who is capable of forming an opinion and assessing information to refuse to participate or to be withdrawn from the proposed research study be considered by Applicants?**

**a) Please answer a and b in the below text box**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**I7.** **Please explain your approach to reviewing assent where research subjects reach the age of 18 during the course of the proposed research study.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**I8.** **Please comment on what will occur if the researcher discovers that a child is at significant risk of harm and/or makes a disclosure during the course of the proposed research study?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

# Section J: SECTION F: PARTICIPANTS INFORMED CONSENT

Section Guidance:

The HSE National Policy for Consent in Health and Social Care Research (2022), adopted by Tusla, defines consent in research as

'informed and explicit agreement of a prospective research participant to take part in a research study and, when relevant, to the use of their personal data for such research. The agreement for both must be ethically obtained, recorded, and retained; the proposed consent protocol must be approved by an appropriate Research Ethics Committee (REC) and, when applicable, comply with Irish data protection legislation'***[2]***

,

Consent is a dynamic process rather than a one-off event, with ongoing engagement and communication between researchers and participants. It encompasses the right to withdraw consent at any point and should also involve reconfirmation of consent if changes are made to a research study which affect the participant in a manner to which they have not previously given specific consent.

For the consent to be valid, the following apply:

Consent must be informed Consent should be specific  Consent must be freely given Consent must be unambiguous Participants must have the right to withdraw consent

Further Guidance on obtaining and recording consent can be found in the HSE policy. It is recommended that applicants read the policy in full prior to submitting an application to the Independent REC.

Applicants may also find information in relation to the Health Research Consent Declaration Committee, which may be applicable to your proposed research study[3].

[2] this policy, the term 'research'16 refers to health and social care research activity as defined in the Health Research Regulations 2018.

[3] HSE National Policy for Consent in Health and Social Care Research (2022). Dublin: Health Service Executive E-version of this policy is available at: https://hseresearch.ie/publications/.

This policy has been adopted by Tusla as its National Policy

**J1. Please outline the consent process in full. This should include details on consent for data processing, how on-going consent will be obtained for the future research study and beyond, including dissemination plans. If you are planning future phases of the research study how will consent be re-visited?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**J2.** **If informed consent is not obtained, please justify. You must provide a full and detailed explanation as to why informed consent will not be obtained.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**J3.** **How will participants be informed of their right to refuse to participate and their right to withdraw from the proposed research study?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**J4.** **Research participants should be given a reasonable period of time (e.g. between one to three weeks) in order to make a decision about whether or not they want to participate in a proposed research study.**

**Please outline below the period of time and 'cooling off' protocol you intend to provide to the research participants and what guidance this is based on.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

# Section K: SECTION G: DATA PROTECTION AND PROCESSING

Participants must be made aware that confidentiality of information provided cannot always be guaranteed by researchers and can only be protected within the limitations of the law, namely the Data Protection Acts 1998 to 2018. This information should be included in your information sheet and informed consent form/assent form.

Applicants should familiarize themselves with the Data Protection Legislation, GDPR regulations, the Data Protection Guidelines on Research in the Health Sector (2007) the HSE National Consent Policy (2013), Health Research Regulations 2018 (formally titled Data Protection Act 2018 (Section 36 (2)), and Tusla's Data Privacy Policy (2018).

Please refer to the Health Research Board FAQs and Guidance on GDPR, Health Research Regulations 2018 and the Health Research Consent Declaration Committee:https://www.hrb.ie/funding/gdpr-guidance-for-researchers/general-gdpr-faq/

A Data Protection Impact Assessment (DPIA) is only required where the proposed research is processing special category data defined within GDPR and the Heath Research Regulations 2018. If a researcher is processing special category data (Article 9 of the GDPR), a DPIA must be submitted on an institutional template form i.e., from the institution where the research is being pursued, for review by Tusla's Independent Research Ethics Committee (REC) OR a letter from the institutional Data Protection Officer / Data Protection Unit indicating that the DPIA for the proposed research has been approved or advised on, will also be accepted. An exception to this requirement is where Tusla has commissioned research from a third party. In this instance, a DPIA will be required from the third party and the commissioner of the research within Tusla.

The full DPIA, if submitted, will be reviewed by members of the Independent Tusla REC in parallel with the applicant's research ethics application. The REC may seek additional advice from Tusla's Data Protection Officer in relation to the DPIA submitted. Full ethical approval will only be given when both the research ethics application and DPIA have been reviewed and an outcome provided.

Contact the REC Administrator at recadmin@tusla.ie or the Data Protection Unit at datacontroller@tusla.ie if you require further information.

All research applicants should complete a Data Protection Impact Assessment (DPIA) for Research. If you have already completed a DPIA for the proposed study, this can be submitted with your completed research ethics application for review by Tusla's Data Protection Unit. If you have not completed a DPIA please contact the REC Administrator for the Tusla DPIA for Research template.

The advices from the Data Protection Unit will be incorporated into the feedback to researchers as part of the research ethics review. Full ethical approval will only be provided to researchers when both the obligations within the Standard REC application form and the DPIA are fulfilled.

Please ensure to inform research participants in the plain English information sheets and consent forms about your data management approaches and privacy measures in your proposed study with attention to anonymity and confidentiality of data, data storage, and data retention and destruction.

Data should not be held for longer than necessary to fulfil the purpose for which it was originally collected in accordance with Data Protection legislation. Applicants should consult their academic institution or organisations' retention schedules and adhere to these policies.

**K1. Please confirm that you have familiarized yourself with the above policies/guidance BEFORE completing this section.**

Yes ☐

**K2.** **Who will have access to the data which is collected? It is considered good practice for students undertaking academic qualifications for supervisor(s) to have access to anonymised data.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**K3.** **What type of data will be collected?**

Statistical ☐

Comment

Visual Recording ☐

Comment

Audio Recording ☐

Comment

Photographs ☐

Comment

**K4.** **How would you categorise the data collected in the proposed research study?**

Anonymous ☐

Irrevocably Anonymised ☐

Pseudonymised ☐

Coded ☐

Identifiable ☐

**K5.** **Will participants be given the opportunity to review and amend transcripts of audio or video recordings?**

Yes ☐

No ☐

**K6.** **Who will retain the 'key' to re-identify the data?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**K7.** **Where will data which is collected be stored? This should be a secure location such as a locked office or locked cabinet, or in a clearly defined password protected folder on an institutions secure network, where only the applicants have access to the data.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**K8.** **Please describe the security measures that have been put in place to ensure security of collected data.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**K9.** **Will data collected be at any stage leaving the site(s) of origin?**

Yes ☐

No ☐

**K10. Please elaborate below:**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**K11. Where will data analysis take place and who will perform data analysis?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**K12. After data analysis has taken place will data be:**

Destroyed ☐

Retained ☐

**K13. If Destroyed, describe below, How, When and by Whom it will be destroyed and give the name of the institutions policy which informs these decisions.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**K14.** **If Retained, describe below for How Long, for what Purpose, and Where will it be Retained and give the name of the institutions policy which informs these decisions.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**K15.** **Please comment on the limits to confidentiality of collected data? Limits to confidentiality should be considered in accordance with obligations at least under Children First 2017.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**K16.** **Please describe what Data Protection Training you have undertaken, listing who provided this training and when it occurred.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

# Section L: SECTION H: RISK AND RISK MANAGEMENT

This section is specific to risk and risk management in your study, Please ensure that you complete all the questions below.

As per Section E Under Schedule 1, Children First Act 2015, research involving children as participants will also require a child safeguarding statement. Please ensure that a child safe guarding statement is submitted with this application and complies with the guidance as set out in

https://www.tusla.ie/children-first/child-safeguarding-statement-compliance-unit-csscu/

Part of developing a Child Safeguarding Statement is carrying out an assessment of any potential for harm, as defined in the Children First Act 2015. This is known as a risk assessment. It should set out any potential risk of "harm" to a child whilst availing of the service that you have identified in your risk assessment. It should also outline any procedures in place to reduce the identified risks, as specified in section 11 (3) of the Children First Act 2015.It may also refer to more detailed policies which can be made available on request.

https://www.tusla.ie/children-first/organisations/what-is-a-risk-assessment/#

Please note that all applicants must comply with Tusla's "Tell Us" Feedback and Complaints Policy and Procedure (2016) which can be accessed here

**L1. Please outline the risk/benefit assessment of participation in the proposed study?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**L2. Are there any specific risks to researchers?**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**L3.** **Please describe what measures/protocols you have put in place in the event that there are any unexpected outcomes or adverse effects to research participants arising from involvement in the proposed research study.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**L4.** **Please describe what measures/protocols you have put in place in the event that there are any unexpected outcomes or adverse effects to the researcher(s) arising from involvement in the proposed research study.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**L5.**

**Do applicants, co-applicants or potential research participants have recourse to a complaints procedure?**

**State the Complaints Procedure that applies to the proposed research study, either by providing a link in the box below or using the Attach button to upload a copy.**

**Please note that all Applicants must comply with Tusla's Feedback and Complaints Policy and Procedure (2016).**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**L6.** **For applicants working alone, a safety policy/procedure or working alone policy from applicant's organisation/institution must be submitted. Tusla's Working Alone policy is available from Tusla's Internal Policy Catalogue.**

# Section M: SECTION I: DISSEMINATION OF RESULTS

Click here to read guidance on Participants Access and Dissemination BEFORE completing this section. Download Tusla's Research Dissemination Policy and Procedure.

**Participant's access**

It is important for researchers to decide in advance if research participants will receive draft findings or a draft report or a summary of findings in relation to the proposed research study.

**Dissemination**

This may include, presentations of findings for example, to participants, team meetings, submission of a final thesis to a university, publication in journals, poster and oral presentations, or delivery of training Proposed dissemination approaches should be cognizant of the requirement to maintain research participants' privacy and anonymity

**M1. Please comment on how individual research participant's access to research findings will be managed.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**M2. Outline your initial plan to disseminate the results/findings following completion of the research.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

## Section N: SECTION J: INDEMNITY AND INSURANCE

**N1.** **Please confirm and provide evidence that appropriate and current insurance/indemnity is in place for each proposed research study for each applicant. Attach any additional insurance/indemnity to the form, if applicable – an upload button is needed for this.**

Yes ☐

No ☐

**N2.** **Please give the name and address of the organization/or individual legally responsible for this proposed research study.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

## Section O: SECTION K: ADDITIONAL ETHICAL ISSUES

**O1.** **Outline any additional ethical issues arising from the proposed research study and how they will be addressed.**

***This question has a 5000 character limit. You have entered of 5000 characters.***

**O2.** **Are there any cost or resource implications for this study that may undermine the ethical foundations of the study?**

**Or do any conflicts of interest exist in relation to funding or potential funding?**

Yes ☐

No ☐

**O3. If yes, please elaborate below:**

***This question has a 5000 character limit. You have entered of 5000 characters.***

# Section P: APPLICATION DOCUMENTS:

Please upload all relevant documentation and approvals for your application. If documentation or approvals are pending, submit your application, and correspond with the REC Administrator at recadmin@tusla.ie. Please note that if you say 'yes', you must upload documents in order to progress.

If no, a DPIA is not required for your current application

**P1. Application date:**

*Please use format DD-MM-YYYY*

**P2. Bibliography of literature referenced (using a recognised bibliographic style) .**

Yes ☐

No ☐

Pending ☐

**P3. Please upload -Bibliography of literature referenced (using a recognised bibliographic style; Free Bibliographic Reference Manager software)**

**P4. Recruitment advertisement.**

Yes ☐

No ☐

Pending ☐

**P5. Please upload -Recruitment advertisement**

**P6.** **Plain language information sheet to include data subject rights to privacy under Data Protection legislation, GDPR and the Health Research Regulations 2018.**

Yes ☐
No ☐
Pending ☐

**P7.** **Please upload -Plain language information sheet**

**P8.** **Informed consent form.**

Yes ☐
No ☐
Pending ☐

**P9.** **Please upload -Informed consent form**

**P10.** **Assent form ***

**** Parental/guardian consent is required for a child to participate in research, but good practice also requires the child's agreement or assent (DCYA's Guidance for Developing Ethical Research Projects Involving Children, 2012: 8).***

Yes ☐
No ☐
Pending ☐

**P11.** **Please upload -Assent form**

**P12.** **Gatekeeper information sheet / introductory email /consent form.**

Yes ☐
No ☐
Pending ☐

**P13.** **Please upload -Gatekeeper information sheet / introductory email / consent form.**

**P14.** **Evidence of external approvals related to the research – does not impact on Tusla review, but required for review.**

Yes ☐
No ☐
Pending ☐

**P15.** **Please upload -Evidence of external approvals related to the research**

**P16. Draft Questionnaire / Survey.**

Yes ☐

No ☐

Pending ☐

**P17. Please upload -Draft Questionnaire / Survey**

**P18. Draft Interview questions.**

Yes ☐

No ☐

Pending ☐

**P19. Please upload -Draft Interview questions**

**P20. Draft Focus group questions.**

Yes ☐

No ☐

Pending ☐

**P21. Please upload -Draft Focus group questions**

**P22. Disclosure protocol.**

Yes ☐

No ☐

Pending ☐

**P23. Please upload -Disclosure protocol**

**P24. Distress protocol.**

Yes ☐

No ☐

Pending ☐

**P25. Please upload -Distress protocol**

**P26. Other REC approval**

Yes ☐

No ☐

Pending ☐

**P27. Please upload - Other REC approval**

**P28.** **Submission of DPIA completed and/or letter from DPO for the proposed research activity as part of your academic course / proposed research (see Section G), if the following applies:**

**Does your proposed research include the processing of personal and sensitive data, as per Article 9 of GDPR?**

Yes ☐

No ☐

**P29.** **Please request the relevant DPIA form from the REC Administrator at recadmin@tusla.ie**

Yes ☐

No ☐

Pending ☐

**P30.** **Please upload - Tusla Data Protection Impact Assessment (DPIA) or submission of DPIA completed for the proposed research activity as part of your academic course / proposed research**

**P31.** **Evidence of current Insurance / Indemnity certificate (provided by applicant's academic institution, if research is required as a component of the qualification undertaken).**

Yes ☐

No ☐

Pending ☐

**P32.** **Please upload - Evidence of current Insurance / Indemnity certificate (provided by applicant's academic institution, if research is required as a component of the qualification undertaken)**

**P33.** **Supervisor's signed endorsement letter.**

Yes ☐

No ☐

Pending ☐

**P34.** **Please upload - Supervisor's signed endorsement letter**

**P35.**

**Evidence of Garda Vetting received in the last two years (required by all relevant* researchers prior to research commencement from a recognised vetting channel in Ireland / overseas police clearance) – optional, required if conducting research with 'relevant persons'***

**** Parental/guardian consent is required for a child to participate in research, but good practice also requires the child's agreement or assent (DCYA's Guidance for Developing Ethical Research Projects Involving Children, 2012: 8).***

*** Employees (or external persons) carrying out research are only deemed to be relevant under the National Vetting Bureau (Children and Vulnerable Persons) Act 2012 where they fall into the following categories:**
**Schedule 1, Part 1, No. 10 Any research work or activities (howsoever described) carried out in a university, institute of technology or other establishment at which third level education is provided where a necessary and regular part of the research work or activity involves contact or access to children (and/or vulnerable persons).**
**AND/OR**
**Any work or activity which is carried out by a person, a necessary and regular part of which consists mainly of the person having access to, or contact with, children IN –**
**(a) an establishment which provides pre-school services within the meaning of Part VII of the Child Care Act 1991,**
**(b) a school or centre of education, both within the meaning of the Education Act 1998,**
**(c) any hospital or health care centre which receives, treats or otherwise provides services to children,**
**(d) a designated centre within the meaning of section 2 of the Health Act 2007, in so far as it relates to an institution at which residential services are provided in accordance with the Child Care Act 1991,**
**(e) a special care unit provided and maintained in accordance with section 23K of the Child Care Act 1991,**
**(f) a children detention school within the meaning of section 3 of the Children Act 2001.(g) a reception or accommodation centre which provides residential accommodation services for asylum under contract to the Department of Justice and Equality.**

Yes ☐

No ☐

Pending ☐

**P36.** **Please upload - Evidence of Garda Vetting received in the last two years (required by all relevant researchers prior to research commencement from a recognised vetting channel in Ireland / overseas police clearance)**

**P37. Evidence of current Tusla/HSE endorsed Children First training.**

Yes ☐
No ☐
Pending ☐

**P38. Please upload - Evidence of current Tusla/HSE endorsed Children First training**

**P39. Evidence of Tusla mandatory GDPR training, or equivalent training on Data Protection as part of your academic course or proposed research activity.**

Yes ☐
No ☐
Pending ☐

**P40. Please upload - Evidence of Tusla mandatory GDPR training, or equivalent training on Data Protection as part of your academic course or proposed research activity.**

**P41. Working alone policy, if applicable.**

Yes ☐
No ☐
Pending ☐

**P42. Please upload - Working alone policy, if applicable.**

**P43. Child Safeguarding Statement.**

Yes ☐
No ☐
Pending ☐

**P44. Please upload - Child Safeguarding Statement.**

**P45. Child Safeguarding Statement, if applicable**

Yes ☐
No ☐

**P46. Complaints Procedure document:**

Yes ☐
No ☐
Pending ☐

**P47. Please upload Complaints Procedure document:**

**P48. Declaration by Applicant(s) completed and signed.**

Yes ☐

No ☐

Pending ☐

**P49. Please complete, scan and upload the following document with all relevant signatures (i.e. lead applicant, co-applicant and academic supervisor(s), if relevant) to accompany your application.**

**P50. Please confirm that you have uploaded all relevant documentation above before proceeding.**

Yes ☐

# Section Q: DECLARATION BY APPLICANT(S)

All terms and conditions of ethical approval must be adhered to by applicants. Tusla's Research Ethics Committee approval is provided on the basis of the information received. Applicants who do not adhere to the Tusla REC approval are in breach of the agreement.

Compliance Statements

**Q1. The information contained herein is, to the best of my/our knowledge and belief, accurate. I/we have read Tusla's Research Ethics Committee Guidelines and Standard Operating Procedures.**

Research Ethics Committee Guidelines ☐

Standard Operating Procedures ☐

Research Dissemination Policy ☐

**Q2. Please check each of the boxes below to indicate that you will comply with the information provided in the agreement. All boxes will need to be checked to enable you to proceed.**

I/we accept responsibility for the conduct of the procedures set out in the attached application in accordance with the standard application form guidance and checklist, the REC guidelines, and any other conditions laid down by Tusla's Research Ethics Committee ☐

I/we have attempted to identify risks related to the research that may arise in conducting this research and acknowledge my obligations and the rights of the participants ☐

I/we will not commence this research study until Tusla REC approval has been received in writing ☐

I/we agree to adhere to all the terms and conditions of Tusla's REC ethical approval granted on the basis of the information provided in this application ☐

I/we understand that non-adherence to the conditions stipulated within Tusla's REC approval are in breach of this agreement and therefore I/we may have my/our ethical approval withdrawn by Tusla REC ☐

I/we agree to submit an abstract /full research report to the Tusla National Research Database on completion of the research and have read and agreed to the disclaimer displayed here ☐

I/we consent to the inclusion of research outputs in Tusla's National Research Database ☐

**Q3. Please indicate your compliance with the following guidelines, safeguards and protocols (whether or not your proposed study includes the participation of children and young people under 18)**

| | Yes | No |
|---|---|---|
| I/we confirm that I/we have read and agree to act in accordance with Children First National Guidance for the Protection and Welfare of Children (DCYA, 2017) | ☐ | ☐ |
| I/we confirm that I/we have read and agree to act in accordance with the Ethical Guidance for Developing Research Projects with Children (DCYA, 2012) | ☐ | ☐ |
| I/we confirm that I/we have read and agree to act in accordance with the Consent - HSE.ie | ☐ | ☐ |
| I/we confirm that I/we have put in place appropriate safeguards for children participating in the research. | ☐ | ☐ |
| I/we confirm that I/we have put in place protocols and supports for children who may disclose current or historical abuse during the research study (whether or not this is the focus of the research) and supports in the event of research participation causing distress to a participant | ☐ | ☐ |
| I/we confirm completion of online Children First training for all researchers conducting research with children/young people and/or vulnerable adults and can provide evidence of training completion | ☐ | ☐ |
| I/we confirm that I/we have been vetted as a 'relevant person' in accordance with the National Vetting Bureau (Children and Vulnerable Persons) Act 2012 to 2016 and can supply a Garda Vetting Certificate received in the last two years for inspection (or equivalent overseas police clearance). | ☐ | ☐ |
| I/we confirm that I/we have devised a Child Safeguarding Statement, which is on public display and/or available on request (if applicable) | ☐ | ☐ |
| I/we confirm that I/we have read and agreed to act in accordance with the Tusla Research Dissemination Policy and Procedure | ☐ | ☐ |

**Q4. I / we confirm that I/we have devised a Child Safeguarding Statement, which is on public display and/or available on request (if applicable)**

Yes ☐

No ☐

**Thank you for submitting your research ethics application. Please contact the REC Administrator at recadmin@tusla.ie to request the unique reference number of your application and which can then be used for submitting to the REC Administrator for any pending/outstanding documents and approvals.**