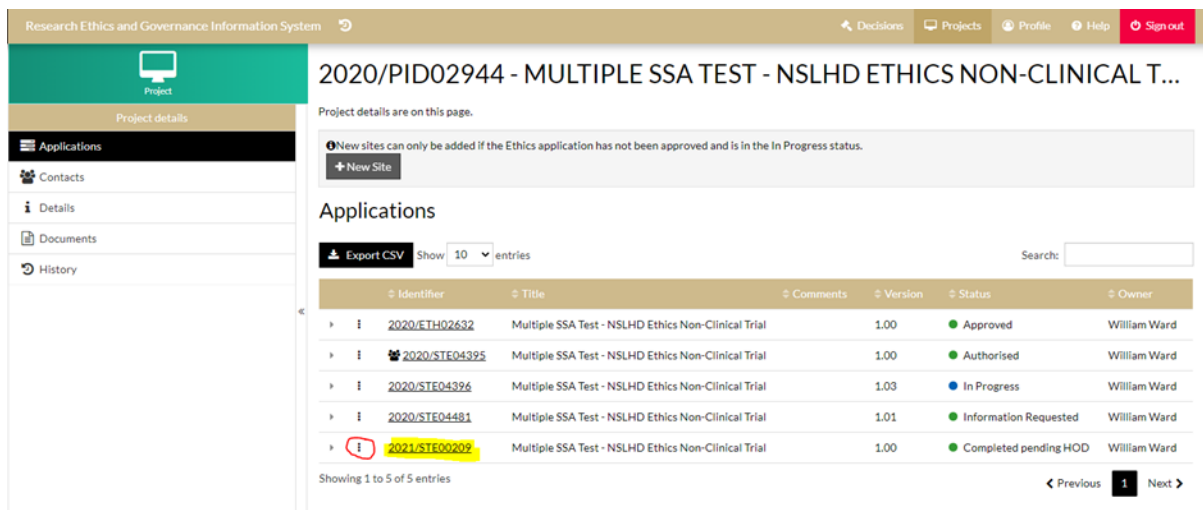


Guidance on how to check which Head of Departments (HoD) have or have not provided support for your site application.

- The Principal Investigator is responsible for obtaining declaration of support from:
 - The relevant HoD (or Divisional Director) to whom each investigator at the site is responsible;
 - Heads of supporting Department(s), whose departments will be involved in the research; and
 - The nominated authorities for data provision and the data custodians for a data set required to be accessed as a part of the research.

How to check HoD Decision:

1. Log into REGIS
2. Locate the correct PID number
3. Click on the three vertical dots next to the relevant STE number
4. Click 'Application Information'
5. Click Decisions

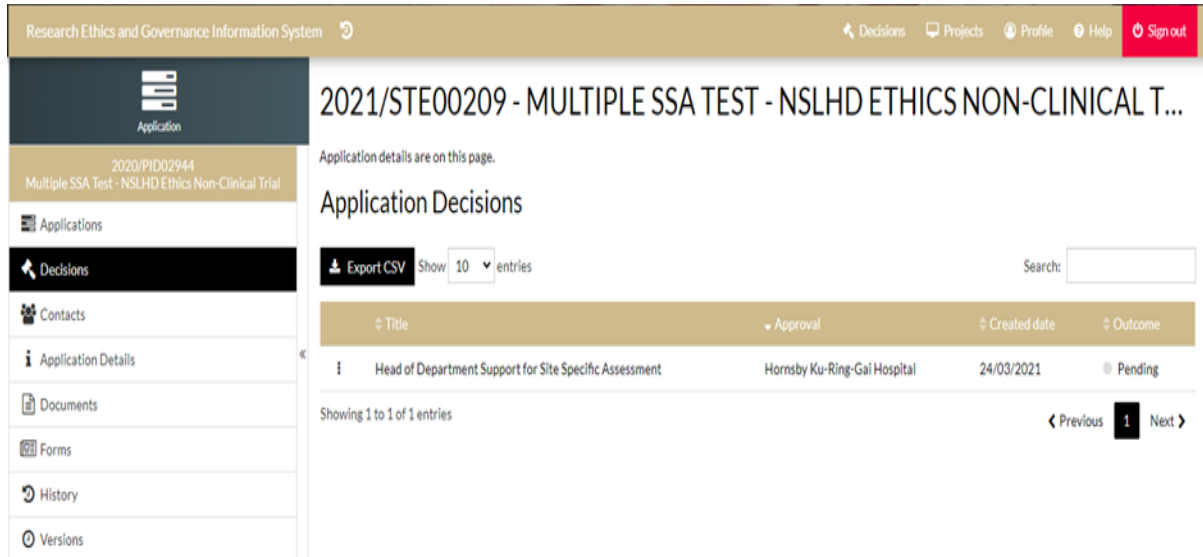


The screenshot shows the REGIS interface for a project titled "2020/PID02944 - MULTIPLE SSA TEST - NSLHD ETHICS NON-CLINICAL T...". The left sidebar contains navigation options: Project, Applications, Contacts, Details, Documents, and History. The main content area displays a table of applications with the following data:

Identifier	Title	Comments	Version	Status	Owner
2020/ETH02632	Multiple SSA Test - NSLHD Ethics Non-Clinical Trial		1.00	Approved	William Ward
2020/STE04395	Multiple SSA Test - NSLHD Ethics Non-Clinical Trial		1.00	Authorised	William Ward
2020/STE04396	Multiple SSA Test - NSLHD Ethics Non-Clinical Trial		1.03	In Progress	William Ward
2020/STE04481	Multiple SSA Test - NSLHD Ethics Non-Clinical Trial		1.01	Information Requested	William Ward
2021/STE00202	Multiple SSA Test - NSLHD Ethics Non-Clinical Trial		1.00	Completed pending HOD	William Ward

The application with identifier 2021/STE00202 is highlighted in yellow and has a red circle around its status icon. The interface also includes a search bar, an "Export CSV" button, and pagination controls showing "Showing 1 to 5 of 5 entries".

- Click on three vertical dots next to 'Head of Department Support for Site Specific Assessment.'



Research Ethics and Governance Information System

2021/STE00209 - MULTIPLE SSA TEST - NSLHD ETHICS NON-CLINICAL T...

Application details are on this page.

Application Decisions

Export CSV Show 10 entries Search:

Title	Approval	Created date	Outcome
Head of Department Support for Site Specific Assessment	Hornsby Ku-Ring-Gai Hospital	24/03/2021	Pending

Showing 1 to 1 of 1 entries

Previous 1 Next

- Click decisions – this will show you who has approved the study and who has not.

Koepke, Damon	Yes	able to undertake the investigations/services	24 Mar 2021
Castruita, Jessenia			24 Mar 2021
Reller, Debera	Yes	able to undertake the investigations/services	24 Mar 2021

- If the Department information in Regis is incorrect please advise the Research Office via email; NSLHD-Research@health.nsw.gov.au