

Request for approval of IfADo's Ethics Committee for a research project

1 Applicant	
• Title of the planned study	
• Date of application	
• Institution	
• Head of the study	
• Coworkers of the study	
• Financial support through..... - applied - granted	
• Information about previous applications	
2 Question of the study	
• Issues and objectives of the planned study	
• Working hypotheses	
• Relevance of the study for research / practice	
3 Study planning and study design	
• Type of study	
• Design	
• Sample size estimation	
• Selection of study participants, exclusion criteria and their identification	
• Statistical methods	
4 Survey instruments	
• Presentation of the procedures (attach questionnaires)	
• Invasiveness	
• Immediate and indirect risks	
5 Subject information and declaration of consent	
• Information of the subjects • about goals, procedure and specific risks for the subjects • about medical treatment for health damage from the study (attach information)	
• Include declaration of consent (form, range)	
• Derogation to obtain consent	

<ul style="list-style-type: none"> • Extension of the question / issue 	
6 Confidential treatment of the data	
<ul style="list-style-type: none"> • Type and extent of anonymisation 	
<ul style="list-style-type: none"> • Regularities for data sharing / cooperation with other scientists 	
<ul style="list-style-type: none"> • Research data management according to IfADo principles https://www.ifado.de/ifadoen/datamanagement/?noredirect=en_US 	
7 Legal relations	
<ul style="list-style-type: none"> • Insurance for transfer, additional insurance for test persons 	
8 Biological materials / genetic markers	
<ul style="list-style-type: none"> • Type of materials obtained 	
<ul style="list-style-type: none"> • Declaration of consent 	
<ul style="list-style-type: none"> • Subsequent extension of the research question & recourse to existing materials / findings ... 	
9 Communication of the results	
<ul style="list-style-type: none"> • Scientific publications 	
<ul style="list-style-type: none"> • Information of test persons, relatives, home physicians 	
<ul style="list-style-type: none"> • Communication to decision makers, general public 	