

Locality Assessment : Ref No.

Research	All research conducted in Te Whatu Ora Health NZ Te Tai Tokerau, must be conducted with the knowledge of the Te Whatu Ora Health NZ Te Tai Tokerau, and must meet all the requirements of the Health & Disability Ethics Committees (HDECs), though not all research will require HDEC review.
Locality Assessment	A locality assessment must be undertaken to review all research conducted at Te Whatu Ora Health NZ Te Tai Tokerau. Locality Assessments will consider resource implications, suitability of the local researcher and research environment, and cultural issues.

Part One : General *(Researcher to complete)*

Full project title	
Short project title	
Locality to be assessed	Northland – Te Tai Tokerau
Brief outline of study	
Ethics Committee approval(s)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending <input type="checkbox"/> Approval No : <input type="checkbox"/> Other :
Researcher Timeframe	
Researcher Name(s)	
Researcher(s) contact details	
Others (eg PI, Supervisor)	
Their contact details	

Part Two : Locality Issues *(Research Review Group to complete)*

Identifying local issues and how these will be addressed

<p>1. Suitability of local researcher – For example, are all roles for the investigator(s) at the local site appropriate (ie has any conflict the investigator might have between their local roles in research and inpatient care been adequately resolved?)</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>2. Suitability of the local research environment (a) Are all the resources (other than funding) that are conditional on ethical approval and/or facilities which the study may require, appropriate and available (eg is staffing adequate? Is this site accessible for mobility-impaired people where necessary?) (b) Have all potentially affected managers of resources, such as Clinical Records or Laboratory Managers, been notified?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>3. Have issues such as cultural issues specific to this locality, or to people being recruited at this locality, been addressed?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>4. Have the local investigator contact details and other important contact details been provided to the locality organisation for checking?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>5. Has the local investigator been advised of the unacceptability of using personal hand-held devices to photograph identifiable patient information?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

Part Three: Declaration by locality organisation *(Research Review Group signatory to complete)*

I am authorised to complete locality approval on behalf of this locality organisation. I understand that I may withdraw locality approval if any significant local concerns arise. I agree to advise the principal investigator and then the relevant ethics committee should this occur.

I confirm the organisation has sufficient indemnity insurance to compensate participants for harm that does not qualify for compensation under the Injury Prevention, Rehabilitation and Compensation Act 2001.

Signature	
Name	
Position	
Date	