



Research Approval Requests

Research approval needs to be obtained for all researches who are planning a research project that will take place within a social care service or setting, or will involve users of social care services.

Research approval will be needed if you can answer YES to any of the following:

- Will the research attempt to gain new knowledge by answering clearly defined questions using systematic and rigorous methods?
- Will you be gathering additional information to that routinely recorded about service users, carers, staff and members of the public?
- Does the research include surveys and questionnaires (postal, telephone, face to face), focus groups, consultation events etc?

If applying for research approval, an outline of the project including aims and objectives, target area etc and any ethics approval should be forwarded to leigh.keeble@hartlepool.gov.uk. In addition the requestor should include with their application:

- Timetable for the research
- Copy of the information letter and consent forms they propose to send to participants, together with how they can withdraw from the research.
- Copies of any questionnaires.
- Copy of questions they will ask in formal interviews or focus groups.