



Research Participation Policy

Healthy Living NT receives requests from researchers who would like:

- To offer opportunities to our consumers and clients to participate in their chronic disease-related research project;
- Healthy Living NT to co-participate in research activities; or
- Healthy Living NT to provide a letter of support for research funding applications.

We have developed a policy for managing requests for research participation. If you would like to seek our assistance with recruitment of participants for your research or are seeking co-participation in, or support for, your research, please download the [interactive Research participation application form](#) which you can type your responses into, and send to ceo@healthylivingnt.org.au.

Healthy Living NT role in participating in research

Healthy Living NT recognises the value of all levels of research and the welfare and experiences of those affected. Likewise, Healthy Living NT recognises that many consumers are interested in research and want to be involved in research projects relevant to them.

Healthy Living NT may endeavour to assist with the recruitment of participants to take part in the design and execution phases of research projects and studies; however Healthy Living NT cannot guarantee that participants will be available.

All requests for Healthy Living NT to assist with the recruitment of participants for research projects or to co-participate in a research activity must be made on the appropriate application form. Requests for participants required in the execution of a study must be accompanied by a copy of Ethics Committee applications and approval for the study and participant information sheet. Only applications seeking assistance with study design or letters of support for funding applications can be considered by Healthy Living NT prior to ethics approval.

Promotion of approved applications will be through mechanisms deemed appropriate by Healthy Living NT which may include letters of support, social media, through our website, membership or client database and health professional networks.

Healthy Living NT retains the right to remove listings/postings that do not meet the agreed criteria, and/or if complaints are received concerning the research project.

How decisions will be made

Healthy Living NT has developed the below set of criteria to assess applications:

1. Aims and purpose of the research: the research must have the potential to lead to benefits to people living with, or at risk of, chronic disease.
2. Ethics approval: the project must have ethics approval from a Research Ethics Committee, particularly if the researcher is seeking participants to execute the study.
3. If the researcher is seeking participants to execute the study, a participant information sheet and communication plan must also be included. This should also address protection of, and respect for, consumer rights and information and include any surveys or questionnaires.



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After receiving applications from a researcher for assistance recruiting participants to their study, Healthy Living NT will assess and notify them of the outcome. Requests for general promotion of, or support for, a research opportunity will normally be decided within two weeks; research study requests involving specific participant recruitment or co-participation will normally be decided within two months.

Other important information

To ensure compliance with privacy legislation, Healthy Living NT will not release consumer details to researchers without the express permission of the individual and will at all times ensure compliance with our Privacy Policy. Subject to compliance with Healthy Living NT's Privacy Policy, stakeholders will be provided with the researcher's contact details via methods deemed appropriate by Healthy Living NT and asked to contact the researcher directly.

All researchers that receive help from Healthy Living NT recruiting research participants are asked to:

- Acknowledge that Healthy Living NT takes no responsibility for the research and is not liable for any claims concerning negligence, harm or oversight that might arise during the course of the research.
- Acknowledge that providing the researchers with access to potential participants, does not represent Healthy Living NT's endorsement of, or participation in, the research project.
- Note that Healthy Living NT will publish a disclaimer on the website which will contain a register of research projects that are being listed by Healthy Living NT.
- Note that Healthy Living NT retains the right to remove listings and postings of research projects that do not meet the agreed criteria, if complaints are received concerning the research project or if the implementation of the project differs materially from the parameters of the Ethics Approval.

If you have any questions please contact ceo@healthylivingnt.org.au

Responsibility for Policy

The Board of Diabetes Association of the NT Inc. is responsible for ensuring this policy is up to date and complied with.

Approval

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Circulation: Public.

Related Documents, References and Resources

- HLNT Privacy Policy
- HLNT Research Participation and Assessment Framework
- HLNT Ethical Relationship Guide