

# RESEARCH PASSPORT AGREEMENT FACT SHEET

This fact sheet provides guidance on when the research passport should and should not be used.

Who can use the Research Passport agreement?	BDHP partners can use the Research Passport agreement with each other. There is no need for legal review of the agreement as it has been pre-approved by all BDHP Partners. It is the project schedule that needs to be signed off by each organisation. For a list of the BDHP Partners visit the BDHP <a href="#">website</a> .
Third Parties	When including a third-party to a project, the third-party agreement should be completed between the lead organisation and third-party. By signing the third-party agreement, the third-party agrees to abide by certain terms of the passport agreement that are included in the annexure. As with the research passport itself, the third-party agreement is project specific.
What research is the Research Passport suitable for?	<ul style="list-style-type: none"> <li>✓ Collaborative research projects (Note: If a project arises from an NHMRC funding agreement the Go8 multi-institutional agreement may be better fit for purpose)</li> <li>✓ Research that is low risk to the organisation – including research using interventional treatments</li> <li>✓ Facilitate transfer of data or biological materials</li> <li>✓ Non-interventional clinical research</li> <li>✓ Research requiring Human Research Ethics (HREC) and Site-Specific Assessment (SSA) approval</li> <li>✓ Research with commercial potential or studies with background intellectual property (IP). Use the special conditions to vary the level of detail as necessary.</li> <li>✓ Accessing material from a biobank</li> <li>✓ Student research without a scholarship agreement</li> <li>✓ Aboriginal and Torres Strait Islander (ATSI) research. This type of research is considered high-risk by HRECs, but not in terms of governance</li> </ul>
The Research Passport should be used with caution	<ul style="list-style-type: none"> <li>○ Student research which involves terms of a scholarship agreement the Research Passport may not be appropriate</li> <li>○ Studies including international institutions (due to laws of Australia and Queensland)</li> <li>○ Low risk interventional clinical research</li> </ul>
The Research Passport should <u>not</u> be used for	<ul style="list-style-type: none"> <li>× Projects involving interventional treatments using an unapproved therapeutic good or medical device under authorisation of the Secretary of the Therapeutic Goods Administration – use Medicine’s Australia suite of <a href="#">clinical trial agreements</a></li> <li>× Projects involving Forensic Scientific Services (FFS) and Pathology Queensland, it is advised to use existing templates</li> <li>× Establishing Biobanks</li> <li>× Non-research quality assurance projects</li> </ul>
Variations and amendments	Variations and amendments are allowed, however, the text in the umbrella agreement must not be changed without seeking legal review. Changes to the terms in the Umbrella Agreement can be inserted in the Schedule under the special conditions section.
Still unsure?	<p>Different organisations may give conflicting advice when there are ‘grey’ areas around the Research Passport’s use.</p> <p>If you are unsure contact your <a href="#">Research Governance Office</a>.</p>