

# University of Otago Human Ethics Committee (Health) - Approval Letter

12/Aug/2024



Dr Ewan Kennedy

Tēnā koe Dr Ewan Kennedy,

<b>Project #</b>	H24/0077 (Ewan Kennedy Team - School of Physiotherapy (1KTLX88) )
<b>Project Title</b>	The role of physiotherapy in individuals with globus pharyngeus: A prospective descriptive case series
<b>Description</b>	Research Ethics Health
<b>Application Version</b>	V1.1
<b>Approval Date</b>	12/Aug/2024
<b>Expiry Date</b>	12/Aug/2027
<b>Responsible Person / Principal Investigator</b>	Ewan Kennedy
<b>Approving committee</b>	University of Otago Human Ethics Committee (Health)
<b>Link</b>	<a href="https://conduit.otago.ac.nz/projects/form/viewform?categoryID=10002&amp;projectFormID=6535&amp;projectID=6314">https://conduit.otago.ac.nz/projects/form/viewform?categoryID=10002&amp;projectFormID=6535&amp;projectID=6314</a>

Thank you for your response to the issues raised by the Committee. On the basis of this response, I am pleased to confirm that the proposal now has full ethical approval to proceed.

**Approval Period:** Approval is granted for up to three years from the date of this letter. If the project is not completed within this timeframe, re-approval must be requested. Any changes in the nature, consent, location, procedures, or personnel of the approved application must be submitted to the University of Otago Human Ethics Committee (UOHEC) for review and approval.

**Conditions of Approval:** Upon approval, it is essential that all members of the research team are informed about the standard conditions of ethical approval. This includes awareness of the approval's expiration date and the process for applying for amendments to the research.

**Reporting Adverse Events:** Immediately report any adverse events or unforeseen circumstances impacting ethical approval to the Committee via the Incident Report form in Conduit.

**Privacy breach:** A privacy breach occurs when there is unauthorised or accidental access to someone's personal information or disclosure, alteration, loss or destruction of personal information. Any privacy breach must be promptly reported to the University of Otago Privacy Officer. Reports can be submitted via the online form [link](#), or by email to registrar@otago.ac.nz or policycompliance@otago.ac.nz. Additionally, inform the Research Integrity Office if a report has been submitted.

**Locality authorisation:** Studies requiring locality authorisation, i.e. permission from the organisations at which the study is taking place or from which participants are being accessed, must be confirmed before the study commences and attached to the relevant Project in Conduit.

**Discontinuation:** Discontinuation: Advise the Committee as soon as practicable if the research project is discontinued.

**Amendments:** Make no change to the project as approved in its entirety by UOHEC, including any wording in any document approved as part of the project, without approval of UOHEC for any change. Amendments must be submitted via Conduit.

**Final report:** A Final Report must be submitted upon completion of the study. Please submit the final report via Conduit. **Note, a final report is not required for Minimal Risk Health Research submissions.**

**Minimal Risk Health Research:** For studies submitted via the 'Minimal Risk Health Research – Audit and Audit related studies', pathway, ensure compliance with Rule 11(2) (c) of the Health Information Privacy Code 2020.

Nāku noa, nā

A handwritten signature in black ink that reads "Jo Farron de Diaz". The signature is written in a cursive, flowing style.

Jo Farron de Diaz  
Specialist, Research Integrity Office

on behalf of the University of Otago Human Ethics Committee (Health) – – Te Pae Matatika Tangata (Hauora), Ōtākou Whakaihu Waka

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