

Monash University Human Research Ethics Committee
Approval Certificate

This is to certify that the project below was considered by the Monash University Human Research Ethics Committee. The Committee was satisfied that the proposal meets the requirements of the *National Statement on Ethical Conduct in Human Research* and has granted approval.

Project ID: 20513
Project Title: Implementing work-related Mental health guidelines in general PRacticE (IMPRovE)
Chief Investigator: Professor Danielle Mazza
Approval Date: 19/12/2019
Expiry Date: 19/12/2024

Terms of approval - failure to comply with the terms below is in breach of your approval and the *Australian Code for the Responsible Conduct of Research*.

1. The Chief Investigator is responsible for ensuring that permission letters are obtained, if relevant, before any data collection can occur at the specified organisation.
2. Approval is only valid whilst you hold a position at Monash University.
3. It is responsibility of the Chief Investigator to ensure that all investigators are aware of the terms of approval and to ensure the project is conducted as approved by MUHREC.
4. You should notify MUHREC immediately of any serious or unexpected adverse effects on participants or unforeseen events affecting the ethical acceptability of the project.
5. The Explanatory Statement must be on Monash letterhead and the Monash University complaints clause must include your project number.
6. Amendments to approved projects including changes to personnel must not commence without written approval from MUHREC.
7. Annual Report - continued approval of this project is dependent on the submission of an Annual Report.
8. Final Report - should be provided at the conclusion of the project. MUHREC should be notified if the project is discontinued before the expected completion date.
9. Monitoring - project may be subject to an audit or any other form of monitoring by MUHREC at any time.
10. Retention and storage of data - The Chief Investigator is responsible for the storage and retention of the original data pertaining to the project for a minimum period of five years.

Kind Regards,

Professor Nip Thomson

Chair, MUHREC

CC: Dr Vera Ladeira Camoes Soares Da, Mrs Michelle Jones, Dr Joanne Enticott, Professor Alex Collie, Assoc Professor Duncan Mortimer, Dr Samantha Chakraborty, Assoc Professor Bianca Brijnath, Professor Justin Kenardy, Professor Michael Kidd, Professor Lyndal Trevena, Dr Sharon Reid

List of approved documents:

Document Type	File Name	Date	Version
Explanatory Statement	Appendix D-GPs-explanatory-statement_191028	28/10/2019	v1
Explanatory Statement	Appendix D-GPs-explanatory-statement_191028	28/10/2019	v1
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Explanatory Statement	Appendix D-GPs-explanatory-statement_191028	28/10/2019	v1
Explanatory Statement	Appendix E-patients-explanatory-statement_20191028	28/10/2019	v1
Explanatory Statement	Appendix D-GPs-explanatory-statement_191028	28/10/2019	v1
Supporting Documentation	Appendix A - GP's desk standing-brochure101219	10/12/2019	V2
Supporting Documentation	Appendix B - Clinic Reception standing-brochure_101219	10/12/2019	v2
Supporting Documentation	Appendix C - Poster for waiting room101219	10/12/2019	v2
Supporting Documentation	Appendix O - Improve Post Card Official101219	10/12/2019	v1

Explanatory Statement	Appendix D-Amended GPs-explanatory-statement_191202_VC	10/12/2019 v2
Explanatory Statement	Appendix Da - Study Information for GP Participants101219	10/12/2019 v1
Consent Form	Appendix F-Amended - GPs-Consent_20191202_VC	10/12/2019 v2
Consent Form	Appendix G-Amended patients-Consent_20191202_VC	10/12/2019 v2
Questionnaires / Surveys	Appendix H - Amended IMPROvE Patient Survey Pack101219	10/12/2019 v2
Questionnaires / Surveys	Appendix Ha - Patient Survey Improve booklet	10/12/2019 v1
Supporting Documentation	Appendix I - Terms of Engagement with the digital community of practice (191028)	10/12/2019 v2
Supporting Documentation	Appendix J- LETTER to identified GPs101219	10/12/2019 v1
Supporting Documentation	Appendix K - IMPROvE brief101219	10/12/2019 v2
Supporting Documentation	Appendix L- REVISED web form-Main Trial 20191016	10/12/2019 v2
Supporting Documentation	Appendix M- telephone script-IMPROvE Main Trial	10/12/2019 v1
Supporting Documentation	Appendix N - MBS_PBS Participant Consent Form	10/12/2019 v1
Explanatory Statement	Appendix E-Amended patients-explanatory-statement20191211	10/12/2019 v2
Explanatory Statement	Appendix Ea - Patient Executive summary101219	10/12/2019 v1