SETREP-ID Sample Access Application Form

Before completing this application, please note:

- SETREP-ID participant consent does NOT include whole genome sequencing of human samples
- Samples (or derivatives) cannot be sent to another laboratory for testing/processing unless detailed in this application
- Samples (or derivatives) cannot be transferred to anyone else within the Applicant's Organisation or another third party without prior written consent of the SETREP-ID Co-ordinating Principal Investigator

Please complete sections 1 – 5.

Section 1: Project Details	
Study Title	
Principal Investigator(s) Details Include: Name Address Contact details	
Associate Investigator Name(s)	
Your Ethics Approval Details Include: Name of Ethics Committee HREC ID	
Note that for projects that require multiple access to samples, ongoing annual reports are required	
SETREP-ID study category	☐ Disease of public health interest ☐ Emerging Infectious Diseases
Section 2: Research Plan and Project Goal	
Research project and rationale. Include: - Background (max 500 words); - Objectives: including how the project aligns with the SETREP-ID research objectives; - Laboratory Testing Details: give information on the intended assays to be performed on SETREP-ID samples, including the likely interpretation of results; - Outcome measure(s): Define how these will be measured. Your project outcomes are the primary endpoint and secondary endpoints of this specific sub-study analysis: - Statistical Analysis/sample size calculations: Outline any potential tables and figures, detail the statistical methods that will be used (e.g. logistic regression); - Reference list;	

Section 3: Biosample and Data Requirements

Biosample requirements:

Describe requirements as accurately as possible *(preferably in a table format).* Include number, type of infection, biosample type, amount or volume of sample, timepoints

Biosample Storage Protocols

If necessary, storage protocols should be provided in the event that residual material is to be stored. At the of your project we may request any residual or derived samples are returned to the SETREP-ID Biobank *Please note: generally, all residual material must be destroyed unless otherwise defined in the specific MTA/Collaborative agreement.*

Data requirements:

Please outline any demographic and/or clinical information you require with each sample (i.e. gender, age)

Section 4: Governance Aspects

Will a student work on the project?	☐ Yes ☐ No
Is there a possibility of any samples being sent internationally for processing?	☐ Yes Specify where: ☐ No
Any commercial interests funding the project?	☐ Yes ☐ No
MTA/Collaborative Agreement attached?	☐ Yes ☐ No *Under normal circumstances SETREP-ID will ask for researchers to arrange collection of the samples released. A courier may be necessary in some cases and the cost of this will be borne by the researcher and should be included in the agreement where applicable*
Contact Person Details: Include: Name Address Contact details	

Contact Person for Specimen Deliveries: Include: Name Address Contact details	
Billing Information: Include: Name Address Contact details	

Charges may occasionally be made for retrieval of samples and data. These costs will be determined and agreed upon between SETREP-ID and the researchers prior to commencement of sample/data retrieval.

Section 5: Support Documentation

☐ Signed and dated CV of PI

☐ Copy of the HREC approval letter. *For projects where HREC approval is more than 1 year old, a copy of the latest annual report and approval letter is required.*

☐ MTA/Collaborative agreement (draft copy acceptable)

Section 6: Principal Investigator statement

As Principal Investigator:

- I agree that the participants and research team of SETREP-ID are acknowledged as a source of biosample and/or data in any publication or presentations of the research at any scientific meetings.
- I will forward a copy of the publication or presentation to the SETREP-ID group when available

_____ _____

Principal Investigator's signature *Date (DD-MMM-YYYY)*

Section 7: Authorship for publications

The SETREP-ID investigators and team involved in the provision of significant intellectual input, data and biological samples may like the opportunity to be involved in any dissemination of data via manuscript preparation and offered authorship. Consideration for authorship for SETREP-ID investigators and team should be according to ICMJE recommendation

http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html

The following acknowledgement must be included in all manuscripts and presentations:

This research has been conducted using samples and data from the Sentinel Travelers Research Preparedness Platform for Emerging Infectious Diseases (SETREP-ID). We acknowledge SETREP-ID investigators and sites, and thank all participants involved.

Section 8: Information for SETREP-ID Investigators

Addendum projects initiated by SETREP_ID investigators.

Please use this template for sample request applications.

If project investigators are also Executive Committee members, then the project investigator will not be able to be involved in the approval process.

Email a copy of this completed form and supporting documents to: SETREP-ID@unimelb.edu.au

Office Use Only

Name of SETREP-ID Investigator assigned to this project: