1 ACCOUNTABILITY

The Clinical Research Committee (CRC) is a sub-committee of the Peter MacCallum Cancer Centre Human Research Ethics Committee (HREC).

2 MEMBERSHIP

2.1 Minimum Membership

Senior Medical Clinicians

- Cancer Medicine (2) [Department of Haematology (1) and Department of Medical Oncology (1)
- Radiation Oncology and Cancer Imaging (1)
- Cancer Surgery (1)

Director of Pharmacy or nominee

Cancer Research Division Representative

Radiation Therapy Representative

Medical Radiation Safety Representative

Biostatistician

Clinical Trials Unit Director or nominee

Cancer Allied Health, Nursing and Support Representative

One or more research active staff from any discipline

2.2 Chair

The CRC Chair is appointed by the HREC Chair, following a recruitment and appointment process and for a three year period.

2.3 Attendees

CRC member appointments are reviewed at least every three years.

Members unable to attend a particular meeting should arrange for a suitable replacement to attend in their place.

The Committee may co-opt other members. The Human Research Ethics Coordinator and/or Ethics Committee Secretariat staff will attend meetings and the Ethics Committee Secretariat will provide administrative support to the Chair.

3 MEETINGS

Meetings are held monthly except in January. Additional meetings may be held as required.

A quorum is six members, two of whom are senior research clinicians.

4 ROLES AND RESPONSIBILITIES

The role and responsibilities of the CRC include to:

- encourage high quality clinical research at the Peter MacCallum Cancer Centre;
- ensure that clinical research submitted for review by the Peter MacCallum Cancer Centre Human Research Ethics Committee complies with relevant research policies, guidelines and legislation;
- evaluate whether clinical research applications submitted for review by the Peter MacCallum Cancer Centre Human Research Ethics Committee are designed and conducted to meet relevant scholarly and scientific standards;
- monitor trial specific Serious Adverse Events reporting for projects which have been ethically approved by the Peter MacCallum Cancer Centre Human Research Ethics Committee and for Peter MacCallum Cancer Centre patients and trial specific reporting for worldwide Serious Adverse Events; and
- advise the Peter MacCallum Cancer Centre Human Research Ethics Committee on the scholarly and scientific merit of clinical research submitted for review.

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