

Application of short proposals to the “Lokale Ethikkommission der Fakultät für Psychologie und Bewegungswissenschaft der Universität Hamburg“

(Local Ethics Committee of the Faculty of Psychology and Human Movement at Universität Hamburg; 13.09.2018)

Please note: Fill in the form using the program Word. Submit it together with instructions and consent forms adapted to your research as pdf (save as → file type “pdf”, or via print → “pdf printer”). Please do not scan the filled in forms as an image file. This will result in bigger files complicating further handling by, for e.g., email or storage on hard drives. Furthermore, from scanned image files one cannot extract text parts for further usage (for e.g. name of the author, project title, email-address). Exceptions for scanning are documents for which you do not have a text file (e.g. earlier ethics statements). Collect all parts of your proposal in **one** pdf file and send it electronically to the LEK. In addition, send the paper document with your signature to the LEK.

>Title of study<

Author (name, address, email):

Co-author/other investigators involved in the project:

For student authors (Bachelor/Master) the supervisor must be one co-author:

How is this project funded (funding agency)? (DFG, institute funding, etc.)

Short, informative description of the project (theoretical background, goals, procedure, expected gain) in 250 words maximum). The following components are mandatory:

- Demographics (age/sex/additional specific characteristics) and size of the sample (number of participants)
- How will the participants be recruited? (e.g. flyers, internet, or others)
- Evaluation (for example - quantitative: path analysis, general linear model, ANOVA, etc; - qualitative: content analysis with independent evaluator(s); give a short description)
- Expected results (short but informative e.g. *we expect for participants of the experimental group in condition A higher values than for participants of the control group* or *we expect that conditions A and B are highly correlated*; if possible, compute and note the expected effect sizes)

Please tick the respective checkbox.

0	There is already an existing ethics vote of a comparable research proposal	yes	no
		<input type="checkbox"/>	<input type="checkbox"/>
<p>If yes, please specify project name, involved ethics committee and date of the ethics vote.</p> <p>Project name:</p> <p>Date of ethics vote:</p> <p>ID:</p> <p><i>If the introduced ethics vote is not registered at LEK of the Faculty of PHM under an ID (e.g.: ethics votes of DFG), please attach the respective ethics vote and the original proposal to which your current short proposal refers to.</i></p>			
Information given to participants before testing		yes	no
1	Comprehensive information about the general research goals is provided.	<input type="checkbox"/>	<input type="checkbox"/>
2	Comprehensive information about the scientific significance of this study is provided, which justifies the means proposed.	<input type="checkbox"/>	<input type="checkbox"/>
3	Comprehensive information about the duration of the study is provided.	<input type="checkbox"/>	<input type="checkbox"/>
4	Comprehensive information about possible burden and risks of used procedure/methods is provided.	<input type="checkbox"/>	<input type="checkbox"/>
5	Comprehensive information about reimbursements and other benefits for the participants is provided.	<input type="checkbox"/>	<input type="checkbox"/>
6	Comprehensive information about voluntary participation is provided.	<input type="checkbox"/>	<input type="checkbox"/>
7	Comprehensive information about withdrawing from participation at any time without any consequences is provided.	<input type="checkbox"/>	<input type="checkbox"/>
8	Comprehensive information about security of storage and analysis of data (anonymisation/pseudonymisation, who has access to the information)	<input type="checkbox"/>	<input type="checkbox"/>
9	There is no intentional deception of participants (e.g.: incomplete or false information about goals and procedure of the investigation, manipulated feedback about participants' results). (If "no" please explain at the end.)	<input type="checkbox"/>	<input type="checkbox"/>
10	In case of intentional deception there will be a comprehensive explanation about the true goals of investigation.	<input type="checkbox"/>	<input type="checkbox"/>
11	The provided information is phrased in neutral and accessible language (without scientific terms or foreign vocabulary)	<input type="checkbox"/>	<input type="checkbox"/>
12	If providing feedback about participants' results is intended, participants' consent is obtained before the investigation.	<input type="checkbox"/>	<input type="checkbox"/>
13	In case of such feedback on results there are offers for supporting participants.	<input type="checkbox"/>	<input type="checkbox"/>

Voluntary participation		yes	no
14	Voluntary participation is ensured.	<input type="checkbox"/>	<input type="checkbox"/>
15	Only people being able to give consent (legally responsible adults) are tested. In case of participants, who are not capable of giving consent, the consent of a parent or legal guardian will be obtained.	<input type="checkbox"/>	<input type="checkbox"/>

Physical/psychological stress of the participants		yes	no
16	In this study participants will not be exposed to excessive physical stress (e.g. by taking blood samples, by drug or placebo administration, by invasive measurements). (If "no" please explain at the end.)	<input type="checkbox"/>	<input type="checkbox"/>
17	In this study participants will not be exposed to excessive physical performance demands (e.g. subjective exertion "very, very exhausting" using the Borg-scale, exhaustion test, very high degree of fatigue, unusual phenomena like hypoxia.) (If "no" please explain at the end.)	<input type="checkbox"/>	<input type="checkbox"/>
18	In this study participants will not be exposed to excessive mental stress (e.g. by duration of testing, aversive stimuli, negative experience). (If "no" please explain at the end.)	<input type="checkbox"/>	<input type="checkbox"/>
19	In case of excessive demands according to points 16, 17 and 18 participants will be taken care of intensively during and after testing if necessary.	<input type="checkbox"/>	<input type="checkbox"/>
20	Participants do not give confidential information or – in case they do – will be informed about it before signing the consent form.	<input type="checkbox"/>	<input type="checkbox"/>

Privacy protection (please consult the document		yes	no
DGPs Datenschutzrechtliche_Empfehlungen_EinwilligungForschungsvorhaben 0.1a)			
21	There will be no video or audio recordings or other methods of registering behaviour, which allows a clear identification by third parties. If yes, special consent has to be given by the participant (use appropriate consent form).	<input type="checkbox"/>	<input type="checkbox"/>
22	The data will be completely anonymised (thus, no allocation of data and person can be made) or pseudonymised (saving data with a unique ID, data and names will be stored separately).	<input type="checkbox"/>	<input type="checkbox"/>
23	It has to be assured, that only professionals working on the study and under oath to protect confidentiality can access the personal data (e.g. locked storage, password protected file)	<input type="checkbox"/>	<input type="checkbox"/>
24	Participants can request the deletion of their data at any time.	<input type="checkbox"/>	<input type="checkbox"/>
25	Deletion of the data after the legal date of expiration is assured.	<input type="checkbox"/>	<input type="checkbox"/>

Always attach:

- *Information about testing for participants*
- *If necessary: Information about testing for parents or legal guardians*
- *Written form of consent for participants (if necessary also for parents or legal guardians, and special recordings (EEG, fMRI, video, audio))*

If you answered certain questions above with no (apart from the question about already existing ethics votes) please provide a comprehensive explanation on the necessity of the described procedure or alternatively, write a full ethics proposal.

Signature

Place, date

author

Place, date

co-author

Document with original signature sent to LEK on .