Research Ethics Screening Questions

This form will help you to establish whether an application for research ethics approval is required for your research. If you are unsure, please discuss it with your research supervisor or Faculty Research Ethics Committee (contact details at the bottom of this form).

Faculty		**School**	
UG / PGT/ PGR / Staff		**Student P No***	
First Name		**Surname**	
Supervisor* / Line Manager		**Module Number***	
Module Name*			
Project Title			

*Required for student applications.

PART 1: Screening Question	**Further Guidance**	**Yes**	**No**
Does your research involve accessing, storing, or disseminating **security sensitive*** information such as that relating to extremism or terrorism?	For further details, see the DMU policy on conducting sensitive research	☐	☐

***Security sensitive information is information that is liable for prosecution if it is useful to a terrorist/ terrorist organisation.**

If **'Yes'**, then an ethics approval IS required, please submit an Ethics application via Worktribe. For further advice please contact your Faculty Research Ethics Committee. FREC contact details and the link to the Worktribe ethics module are available at the bottom of the form.

If **'No'** move onto Part 2 below:

PART 2: Screening Question	**Further Guidance**	**Yes**	**No**
Does your research involve **only secondary data** that are: a. Curated for public access, or b. Data for which consent was provided for reuse in research beyond that for which it was originally collected, and those data are anonymised*? * Data are considered "anonymised" when the data subjects are no longer identifiable. A Data subject does not have to be directly named to be identifiable, consider whether any combination of the data you hold could identify an individual.	Examples of data already in the public domain include those curated for public access and display or for re-use by researchers, material held in archives or private collections. Refer to the Research Ethics Code of Practice for further details regarding secondary data.	☐	☐
Is your project **exclusively** based on published literature or library/archival materials, which have been specifically curated for general public access or display?	Examples include literature reviews, meta-analysis, or re-use of published data.	☐	☐

If **'Yes'** to any of the screening questions in Part 2 and you are utilising **no other data collection methods** outside of those covered in Part 2, an ethics application IS NOT required.

- **Staff:** please retain a copy of this form in your project file.

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- **Post-graduate students:** A copy of this form should be sent by your supervisor to the Faculty Research Ethics Committee and to the Doctoral College (researchstudents@dmu.ac.uk) and ask the doctoral college to change your ethics section on ResJourney to "no ethics required".
- **Undergraduate/Taught Postgraduate research students:** please ask your supervisor to submit this form to your faculty RIO.

If **'No'** to **both screening questions in Part 2**, or if you answered '**Yes'** but you are utilising **additional data collection methods** then please proceed to Part 3:

PART 3: Screening Question	Further Guidance	Yes	No
Does your research involve secondary data not covered by Part 2?	This may include identifiable data that are not in the public domain, or where consent was not provided for reuse of data beyond the purpose for which it was originally collected.	☐	☐
Will your research involve human participants*? The definition of human participants also includes yourself, e.g. autoethnography.	This includes any procedures or activities (including questionnaires, surveys, interviews, and focus groups) involving living persons and the use of data or tissue obtained from living persons, whether directly or indirectly. This includes autoethnography or data regarding other people obtained from databases, public websites, and social media etc. This is unless the data are held in publicly available collections, or from archaeological sites and curated explicitly for the purposes of research. This may also include the use of data and tissue obtained from deceased individuals. If you are working exclusively with cell lines and not primary cells or tissues, you will not normally need ethical review. Please seek advice from ethics@dmu.ac.uk.	☐	☐
Does your research involve interaction with or data collection from potentially vulnerable groups?	A person is considered vulnerable if they are unable to look after themselves, protect themselves from harm or report abuse. For example: children and/or young people, those with a learning disability or cognitive impairment, or individuals in a dependent or unequal relationship. Further details can be found in the DMU Research Ethics Code of Practice risk assessment section.	☐	☐
Will your research involve the use of animals?	This includes any research involving live animals (e.g., intervention, manipulation of conditions or observation) and animal tissue. Tissue (or material derived from animal tissue e.g., cell lines) which has been obtained from commercial sources will not normally require ethical review.	☐	☐
Does this project involve the use of sensitive or restricted materials?	Please refer to the DMU Sensitive Research Policy. Research covered by this policy includes: • Research into illegal activities, including the collection of source data, e.g., crime statistics; • Research which requires access to web sites normally prohibited on university servers; including, but not limited to; pornography, or the sites of any of the	☐	☐

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	organisations proscribed by the UK (United Kingdom) Government. • Research into extremism and radicalisation.		
Does the project have the potential to cause environmental damage or harm?	This includes the use of equipment, materials, techniques, or research results that could have an impact on the environment, ecology, hydrology or on local communities during or after the research project.	☐	☐
Does your project require external ethical review?	External review will be required for research involving the NHS. This includes research within the NHS involving; patients, staff, data, facilities or externally sourced workers providing services under contract with care services or commissioners. Further examples include: • UK Social Care organisations or service users (includes contractors providing services under contract with care services or commissioners). • Clinical Trials of Investigational Medicinal Products, Medical Devices or Gene Therapy Medicinal Products. • The prison service, offenders, or participants on probation. Any member of the research team or participants who are members of the Armed Forces or their entitled dependents. • The administration of ionising radiation. All of which is in scope of the Ionising radiation medical exposure (IRMER) 2017 regulations. • Participants aged 16 or over who may lack capacity to give fully informed consent or who may lose capacity to give fully informed consent during the study. • Research regulated under the Animals (Scientific Procedures) Act 1986 (ASPA). • Research that may be regulated under the Human Fertility & Embryology Authority. Please seek advice from ethics@dmu.ac.uk before proceeding any further if your research involves any of the above.	☐	☐
Does your research require you or your participants to travel to dangerous or restricted locations?	May include visiting areas of potential or actual known violence or conflict, as defined by the Foreign and Commonwealth Office Travel Advice. This may also include travel within the UK to environments that are potentially risky.	☐	☐
Does your research involve you working alone in non-public, unfamiliar spaces?	An example of an unfamiliar non-public spaces might be a participant's home. Refer to the DMU Lone Worker policy for more information.	☐	☐

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If **'Yes' to any of the Part 3 questions**, an ethics application IS required. Please submit your application using the WorkTribe ethics module (https://dmu.worktribe.com/).

If **'No'** to **all questions in Part 1, Part 2, and Part 3**, then an ethics approval is not required.

If you have concerns that your project might raise ethical issues not covered in this form, please contact ethics@dmu.ac.uk.

Please complete the declaration below to finish the form:

Declaration	**Agree**
I take full responsibility for the information provided in this application, and: (select one) a. An ethics approval IS required. I confirm I will not commence research before receiving a favourable ethics approval following the review process. b. I am satisfied that an ethics approval IS NOT required. I have sought advice as necessary; I will monitor my research as it progresses and reassess the need for an ethics application periodically.	☐ ☐
As the student's supervisor, I am satisfied with the outcome of this assessment.	☐

Faculty Research Ethics Committees:

Faculty of Business and Law (BAL)	BALResearchEthics@dmu.ac.uk
Faculty of Arts, Design and Humanities (ADH)	adhethics@dmu.ac.uk
Faculty of Computing, Engineering and Media (CEM)	ethics.CEM@dmu.ac.uk
Faculty of Health and Life Sciences (HLS)	hlsfro@dmu.ac.uk

DMU Research Governance:

General Ethics Advice	Ethics@dmu.ac.uk
Worktribe Ethics Guidance	Worktribe.ethics@dmu.ac.uk

Worktribe link; https://dmu.worktribe.com

DMU Research Ethics Code of Practice

The Research ethics code of practice applies to all staff and students engaging in research activity. This document outlines the roles and responsibilities of all those who are engaged in the research process. This document also outlines key ethical considerations, process and a framework for the identification of the level of ethical risk of the proposed work.