Please use this flowchart to determine the procedure you need to follow for Ethical Approval.

Will your research involve participants?

*This includes participants for interviews, focus groups, questionnaires, online forums etc*

- **NO**
  - Will your research involve access to records of personal or sensitive confidential information?
  - Will your research involve the use of administrative or controlled data?
  - Will your research involve linking or sharing of personal data or confidential information (including linked data gathered outside of the UK)?
  
  **YES TO ANY**
  - You will need Ethical Approval from your Supervisor*
    - Please complete the Application for Ethical Approval (DATA) Form and return it to your Course Administrator with the required documents
  
  **NO TO ALL**

- **YES**
  - Are your participants over 18?
    - Are your participants “vulnerable adults?”
      - This includes those with a learning disability or cognitive impairment, people who lack the capacity to make decisions or who are otherwise deemed vulnerable
      
      **YES**
      - You will need Ethical Approval from the Research Committee, the HSS Research Ethics Committee and any other relevant external ethics committees.
        - Please complete the Application for Ethical Approval (VA) Form and return it to your Course Administrator with the required documents
        - At the same time, you must apply for ethical approval from any relevant external committee
      
      **NO**

If your research does not involve participants or personal data, you should not need Ethical Approval.

- Please complete the Ethics Confirmation Form and return it to your Course Administrator

*Approvals by Supervisors will be brought to the Research Committee for light-touch review and approval.*