## **Process for accessing samples from the IVRN**

Prepare an application using the appropriate template and submit to IVRN (this may either be using the proforma in Appendix 7 for applications <u>without</u> IVRN funding, or via an ACH4/IVRN Expression of Interest (EOI) application for funding based on IVRN samples)

Await approval of application for samples from the IVRN Steering Committee (or award of funding for the EOI).

The IVRN requires all projects using IVRN samples to have approval from the local Human Research Ethics Committee (HREC) in the institution in which the project will be carried out.

If the intended project does not have such approval, then an application to the institutional HREC should be submitted.

If the project had institutional HREC ethics approval prior to submitting the IVRN application, a modification to the existing approval from the institutional HREC specifically to use IVRN samples in the project should be sought.

Forward a copy of the institutional HREC ethics approval to use IVRN samples to the IVRN Project Coordinator at UNSW.

Note: The applicant(s) should ensure that the title of the project in the IVRN application matches the title of the project approved by the institutional HREC. If this is not the case, the applicant(s) should submit a covering letter to the IVRN with the HREC ethics approval confirming that the ethics approval includes the project using IVRN samples.

A Material Transfer Agreement (MTA) will be sent to applicant(s) once the project is approved by the IVRN Steering Committee. Sign and return the MTA to the IVRN Project Coordinator at UNSW.

The IVRN Project Coordinator at UNSW will liaise with the IVRN Central Specimen Laboratories at UNSW and NRL to organise shipment of samples to the applicant(s). Readonly access to the Blood and Tissue Samples Inventory System (BATSIS) database will be arranged for the applicant(s) in advance if the applicant(s) needs to select samples by viewing the associated clinical and laboratory data.