



OFFICIAL / OFFICIAL SENSITIVE

Process for Review of Case Studies or Series

1. Application Submission a. Submitted via REDcap form Application for endorsement of a Case Report or Series (health.wa.gov.au) b. Submitted via email, direct to SCGH HREC Application for endorsement of a Case Report or Series (Word)
2. Approval from Head of Department/Co-director required to support application.
3. Complete submissions will be reviewed in HREC office
a. Incomplete submission will be returned.
b. Submissions with evidence of consent will be approved out of session by the Delegate of the Chair and scheduled to be tabled at the next available HREC meeting for information.
c. Submissions to publish cases where consent is not possible or involving features where out of session approval is not appropriate will be allocated for review at the next HREC meeting.
4. Approval letter will be sent to applicant requesting notification and reference upon acceptance for publication.



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Thank you for not smoking or vaping in any buildings or on our grounds.

This document can be made available in alternative formats on request.

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OFFICIAL/OFFICIAL SENSITIVE (See [WA Health Information Classification Policy](#) MP0146/20)

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Care / Respect / Innovation / Teamwork / Integrity

