**CAHSS Sponsorship Review ProForma**

All health and social care research should have a Sponsor\*. If you are a student or a member of University staff undertaking funded or unfunded research that meets the criteria set by the UK Policy Framework for Health & Social Care Research [available here](https://www.hra.nhs.uk/planning-and-improving-research/policies-standards-legislation/uk-policy-framework-health-social-care-research/), you must request sponsorship from the University.

Please complete the information in the table below and send to [Cahss.res.ethics@ed.ac.uk](mailto:Cahss.res.ethics@ed.ac.uk). (Please note that, if you have a study outline / draft ethics application / other study document that covers the required information, you can send these documents instead.)

The CAHSS Research Governance Team will assess your study and confirm whether Sponsorship is / is not required.

|  |  |
| --- | --- |
| Information Required | Information Provided |
| Name of Researcher |  |
| Project Title |  |
| Research Questions |  |
| Where you are recruiting from e.g. NHS |  |
| Where will you store the data? |  |
| Outline of interview questions, if relevant |  |

\* A Sponsor is an individual, company, institution or organisation who:

• Takes on legal responsibility for putting and keeping in place arrangements to initiate and manage research projects including ensuring insurance and indemnity are in place

• Satisfies itself that the research protocol, research team and research environment meet appropriate standards

• Satisfies itself that the research project has ethical approval before it begins (School or NHS)

• Satisfies itself that arrangements are kept in place for monitoring the conducting and reporting of the research project

The University of Edinburgh will usually act as the Sponsor for research projects where the Chief Investigator is a university employee / student and has designed the study.