## REC Reporting (trimester and annual reports form)

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| **Research Ethics Committee Report Form**(To be completed every trimester and at the end of every academic session) |
| **Name of the REC** (e.g. Nursing REC) |
| Comments: |
| **Academic Session and/or Trimester(s)** (e.g., 2022/2023 trimester A) |
| Comments: |
| **Number of Projects submitted** (how many applications has the REC received?) |
| Comments: |
| **Number of reviews completed** (including reviews of resubmissions and amendments) |
| Comments: |
| **Average review time** (Time from submission to decision e.g. processing and review) |
| Comments: (NB include mean and standard deviation) |
| **Number of reviews exceeding 20 working days** (Clock starts at zero for each review) |
| Comments: |
| **Number of reviewers in the Research Ethics Committee** |
| Comments: |
| **Review** |
| **What has worked well this trimester/year?** |
| Comments: |
| **What has not worked so well this trimester/year?** |
| Comments: |
| **What (if any) problems or difficulties has the REC experienced this trimester/year?** |
| Comments: |
| **Recommendations or possible enhancements?** |
| Comments: |