How can I recruit for my autism research study via Aspect?

One of the ways that Aspect supports autism research is by publishing ‘calls for participants’ on our website and via posts on Aspect’s social media pages.

*If you are an academic, researcher or university student who is conducting research in the field of autism*

If you are an academic, researcher or university student who has HREC approval for a study in the field of autism, you can apply to the Aspect Research Centre for Autism Practice (ARCAP) to have this study included in one monthly listing posted on Aspect’s Facebook page. We will also publish a page about your study on Aspect’s website for the duration of your study’s recruitment period.

To apply for inclusion in this listing, you need to:

* complete two forms: the *Application form* and *the Participant recruitment advertising form*
* supply a digital copy of all documentation, including your HREC documentation
* pay a non-refundable fee of $150 (not required for Autism CRC projects)
* email your completed forms, supporting documentation and payment receipt to ARCAP.

Details about how to apply and pay the fee are given in the information below.

*Conducting research at an Aspect school or service*

If you wish to conduct research at an Aspect school or service, please contact the Aspect Research Centre for Autism Practice by emailing to research@autismspectrum.org.au.

*If you are a school student*

Unfortunately we are currently unable to support applications from school students.

What is the approval process?

The Aspect Research Centre for Autism Practice assesses applications to ensure that all research studies promoted via Aspect comply with professional standards and respect the needs of people on the autism spectrum and their support network.

Each application is assessed against a set of criteria, including:

* Does the conduct of this research have clear benefits for the autistic and autism communities?
* Does the Participant Information Statement, consent forms, recruitment materials and any other materials provide clear and adequate information for participants?
* If participants are people on the autism spectrum and/or their support network, does the information adequately cater to their needs?
* Do the research methods adequately cater for the sensory, social and communication needs of people on the autism spectrum and/or their support network?
* Are there adequate provisions if the participant become distressed during the conduct of the research?

Helpful guidelines on inclusive autism research are available in the Autism Co-operative Research Centre’s publication *Inclusive Research Practice Guide 1: Engaging Individuals on the Autism Spectrum as Research Participants*. You can access this publication at

<https://www.autismcrc.com.au/sites/default/files/inline-files/Inclusive%20research%20practice%20guides%20and%20checklists%20-%20FInal%20report.pdf>

*Response times*

We aim to provide a response within two to three weeks of receiving all documentation and payment, however, this may vary and is not guaranteed.

Enquiries

If you have a question about applications, please email to [research@autismspectrum.org.au](file:///C%3A%5CUsers%5Ckhaas%5CDownloads%5Cresearch%40autismspectrum.org.au).

How to apply torecruit for an autism research study via Aspect

Step 1 Complete this application form: *Application to recruit for autism research via Aspect*

Step 2 Provide a copy of all supporting documentation relating to your project

Your supporting documentation must include your full HREC application, any subsequent HREC application amendments submitted, and all HREC approval letter(s) for your study. A full list of supporting documentation is provided in the application form.

Step 3: Compete the *Aspect* *participant recruitment advertisement form*

If your application is approved, the information that you provide in this *Aspect* *participant recruitment advertisement form* will be used to create a webpage about your study on the Aspect website, and a link to this webpage will be included in the listing of your study on the Aspect Facebook page.

You can download a copy of the *Aspect* *participant recruitment advertisement form* from the Aspect website at <https://www.autismspectrum.org.au/content/recruit-aspect-your-research-study>

Step 4: Pay the non-refundable application fee of $150

(Not required for Autism CRC projects)

Payments can be made via telephone using a credit card.

*To pay the application fee*

Please call Aspect Accounts on **02 8977 8389** with your credit card details

Quote the reference code **ASPECTRA** for Aspect Research Approvals.

*Your payment receipt*

When you make the payment, Aspect Accounts will email a copy of your payment receipt to you.

Please attach a copy of your payment receipt when you email your application to ARCAP.

Step 5: Submit your application and all documentation by email

To submit your application, email one (1) copy of your application, all supporting documentation and your payment receipt to research@autismspectrum.org.au

**When your payment and all documentation is received, the Aspect Research Centre for Autism Practice will assess your application.**

*Response times*

We aim to provide a response within two to three weeks of receiving all documentation and payment, however, this may vary and is not guaranteed.

Enquiries

If you have a question about applications, please email to [research@autismspectrum.org.au](file:///C%3A%5CUsers%5Ckhaas%5CDownloads%5Cresearch%40autismspectrum.org.au).

1. **ABOUT YOUR STUDY**

*(Please mark appropriate boxes with an X)*

**1.1 Title of your study**

|  |
| --- |
| *[type here]* |

**1.2 Investigators**

University students

*If you are a university student conducting a study for your degree, please list at least one supervisor.*

***Primary Investigator***

|  |  |
| --- | --- |
| Name  | *[type here]* |
| Position  | *[type here]* |
| Department/Organisation  | *[type here]* |
| Address  | *[type here]* |
| Telephone number  | *[type here]* |
| Email address  | *[type here]* |
| Working with children and young people | □ N/A  |
| □ Working with Children Check – details attached |

***Other Investigators***

*If you wish to list additional investigators, please copy and paste this table.*

|  |  |
| --- | --- |
| Name  | *[type here]* |
| Position  | *[type here]* |
| Department/Organisation  | *[type here]* |
| Telephone number  | *[type here]* |
| Email address  | *[type here]* |
| Working with children and young people | □ N/A  |
| □ Working with Children Check – details attached |

**1.3 Contact person**

Who is the main contact person for this application?

|  |  |
| --- | --- |
| Name  | *[type here]* |
| Position | *[type here]* |
| Department/Organisation  | *[type here]* |
| Mailing address  | *[type here]* |
| Telephone number for daytime contact  | *[type here]* |
| Email address  | *[type here]* |

**1.4 Duration of your study**

(a) Proposed start date of the study \_\_\_\_ / \_\_\_\_ / \_\_\_\_

(b) Proposed completion date of the study \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**1.5 Participant recruitment period**

a) Proposed start date of participant recruitment \_\_\_\_ / \_\_\_\_ / \_\_\_\_

(b) Proposed completion date of participant recruitment \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**1.6 Who are the participants you wish to recruit via Aspect social media for this study?**

*Please list and briefly describe each of the participant group(s) you are seeking to recruit via Aspect social media.*

|  |
| --- |
| *[type here]* |

**2. SUPPORTING DOCUMENTATION**

*Please complete the table and ensure that all relevant documents from the list below are attached to your email when you submit your application.*

|  |  |
| --- | --- |
| **Documents required** | **Mark as appropriate**  |
| HREC application (full document) | □ Attached  |
| HREC amendment(s) submitted | □ Attached  |
| HREC approval(s) | □ Attached  |
| Copies of original questionnaires, interview schedules and other research materials that are not widely published | □ Attached □ Not required |
| \*List of standardised assessments and tests | □ Attached □ Not required |
|  |  |
| Working with Children number(s) | □ Attached □ Not required |
| Participant information sheet(s) | □ Attached  |
| Participant consent form(s) | □ Attached  |
| Any additional documentation to be used during recruitment and conduct of the study | □ Attached □ Not required |
| Payment receipt for application fee  | □ Attached  |

*\* We will accept a list of standardised published tests or assessments.*

*If any tests or measures nominated in your application are available online; for these measures please send an internet hyperlink and do not send copies of these tests or measures.*

For university students

*Your supervisor must complete Section 3.2 Responsible research conduct for university students.*

**CHECKLIST**

**Before you submit your application, please check:**

* Have you completed all sections of this application form?
* Are the declarations in Section 3 signed?
* Have you completed the *Aspect participant recruitment advertisement form?*
* Do you have digital copies of all documentation to submit by email?
* Have you paid your application fee to Aspect, and obtained a receipt for your payment?
* Have you attached all required documentation (see Section 2: Supporting Documentation)?

**3. DECLARATIONS**

3.1 APPLICANTDECLARATION

I apply for approval from Aspect Research Centre for Autism Practice to have the study described in this application listed in one post on Aspect’s social media.

If approval is granted by Aspect Research Centre for Autism Practice, the research will be undertaken in accordance with the protocol described in this application and any and all other relevant guidelines, regulations and laws.

Primary Investigator signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Investigator name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

3.2 Responsible research conduct for university students

*Please have this section signed by your university supervisor.*

Name of student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This student has successfully completed an appropriate level of training in the following elements and I am satisfied that to the best of my knowledge this student fully understands and can apply each of these elements while undertaking research.

The student:

* Understands and can apply an appropriate research methodology suited to this research project
* Understands and can comply with all ethical aspects related to this research proposal and with appropriate principles of confidentiality
* Understands and can utilise appropriate forms of data collection, storage and records retention.

Supervisor’s signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor’s name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor’s position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_