

# Schedule of Research Administration fees

Effective from 01 July 2024

## Commercially sponsored studies (sponsored by a commercial entity)

| Item                                   | Fee (ex GST) | Fee (incl GST) |
|----------------------------------------|--------------|----------------|
| New SSA application                    | \$4,400      | \$4,840        |
| Major amendment <sup>^</sup>           | \$550        | \$605          |
| Minor amendment <sup>#</sup>           | \$250        | \$275          |
| Contract amendment / Deed of Variation | \$90         | \$99           |

## Collaborative / Cooperative Research Groups\* and Funded Investigator Initiated Clinical Trials

| Item                | Fee (ex GST) | Fee (incl GST) |
|---------------------|--------------|----------------|
| New SSA application | \$550        | \$605          |

## External Principal Investigator and University initiated studies

| Item                | Fee (ex GST) | Fee (incl GST) |
|---------------------|--------------|----------------|
| New SSA application | \$300        | \$330          |

<sup>^</sup> A major amendment includes:

- Changes to the protocol and/or Participant Information and Consent Form (PICF) beyond administrative changes
- Changes that require review by the full HREC, sub-committee or other expert/legal review
- Review of a sub-study
- Addition of a site
- Changes to investigators/study team that requires study document and/or agreement/indemnity updates.
- Changes to procedures undertaken by participants

<sup>#</sup> A minor amendment is defined as changes to the details of research that have no significant implications for participants or the conduct, management or scientific value of the study and can be regarded as minor amendments. These amendments do not require review by a full HREC and can receive approval outside of scheduled HREC meeting. Examples as follows:

- Correction of typographical errors in the protocol or other study documentation
- Amended contact details for the sponsor or project staff
- Appointment of new support staff that does not require study document and/or agreement/indemnity updates

\* A Collaborative Research Group is an academic and/or non-commercial collaborative research group responsible for sponsoring, initiating, managing, developing, and coordinating a study.



COMPASSION



ACCOUNTABILITY



RESPECT



INTEGRITY

v1 Effective: 01/07/2024  
Review: June 2026



Queensland  
Government