

Adverse Childhood Experiences International Questionnaire (ACE-IQ) Ethical Approval Form

Part 1: General Information

Introduction The ethical approval process for ACE-IQ depends upon the broader survey into which the ACE-IQ is integrated. The following ethical approval form illustrates how this form might look if it was completed for ACE-IQ as a standalone instrument. Given the sensitive nature of some of the ACE-IQ questions it is imperative that they be brought to the special attention of ethical review committees.

Survey title The title of the proposed survey is:

The Adverse Childhood Experiences International Questionnaire (ACE-IQ).

Key personnel An ACE-IQ coordinating committee has been set up to oversee and manage the planning, preparation and implementation of the proposed survey and includes the following people.

Name	Organisation and qualifications

Dates The proposed survey dates are:

Phase	Dates
Start date	
Completion date	
Survey duration	

Part 2: Scientific Assessment

Introduction The scientific assessment for ACE-IQ depends upon the broader survey into which it is integrated, i.e. which health and health risk behaviours of the population are being investigated.

Scientific basis

Summary of report

Part 3: Survey Scope

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Given the sensitive nature of some of the ACE-IQ questions it is imperative that they be brought to the special attention of ethical review committees.

Goals Identify the planned goals or use for the information gathered. For example, as a contribution to ongoing data collection to:

- describe the childhood experiences in this population
 - track the direction and magnitude of trends in childhood risk factors
 - plan or evaluate a health promotion or preventative campaign
 - collect data from which to predict likely future demands for health services.
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Objectives Specify objectives that support gathering 'essential' information only.

Sample size Identify the sample size and sample frame that will be used.

Location Identify geographical coverage of the survey.

Resources Describe resources that:

- are required,
- have already been committed, and
- are expected, including support from WHO.

Cultural/ethical issues Describe any aspects of the survey that might raise specific cultural or ethical issues.

List of services Provide a list of reliable and responsible services available in the area should a participant be upset following the recollection of any negative childhood experience.

Reporting & use of results Describe:

- to whom and how the results will be reported and disseminated
 - any restrictions on results
 - confidentiality of personal identification information
 - use of results once the survey is complete
 - methods for informing and involving community leaders and community groups in the ACE-IQ.
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Budget Provide a detailed budget that includes:

- total funds required for each year planned to implement all ACE-IQ activities,
- source of funds, and
- funding gap.

Item	Cost (US \$)

Part 4: Declarations

Introduction

Declaration by principal investigator

The information supplied in this application is, to the best of my knowledge and belief, accurate. I have considered the ethical issues involved in this research and believe that I have adequately addressed them in this application. I understand that if the protocol for this research changes in any way I must inform the Research Ethics Review Committee.

Name: _____

Signature: _____

Date: _____

Declaration by head of department

I have read the application and believe it to be scientifically and ethically sound. I approve the research design. I give my consent for the application to be forwarded to the Research Ethics Review Committee.

Name: _____

Signature: _____

Date: _____

Note: Where the head of department is also one of the investigators, the head of department declaration must be signed by the appropriate Dean, or relevant senior officer.
