

NATIONAL HEALTH & MEDICAL RESEARCH COUNCIL
DECLARATION FOR ACCREDITATION AS AN
NHMRC ACCREDITED INSTITUTE
OR
NHMRC ACCREDITED INDEPENDENT RESEARCH INSTITUTE

GENERAL

On behalf of the [name of institute] _____,
we make the following declaration.

We acknowledge that the NHMRC may seek verification of any aspect of this declaration,
and affirm that all relevant documents will be made available to the NHMRC upon request.

We acknowledge that the NHMRC may withdraw accreditation at any time, if there is
evidence that the institute does not fulfil the requirements for accreditation. Before doing so,
the NHMRC will inform the institute in writing of its intention, and the grounds upon which it
proposes to take this action.

Address for correspondence:

Signature:

Director Chair of Board of Management
(or equivalent)

Name:

Director Chair of Board of Management
(or equivalent)

Date: _____ Date: _____

ABN: _____

CRITERIA FOR ACCREDITATION

(The signatories to this declaration should initial each applicable criterion.)

1. Name of Institute

2. The Institute is established primarily for the conduct of health and/or medical research.
3. Staff employed by the Institute, or individuals associated directly with the Institute, hold combined research funding of at least \$1,000,000 from peer reviewed sources based on a running average of the last three years, including at least one project or program grant from NHMRC.
4. Have written policies to ensure adherence to the “NHMRC/AVCC Joint Statement on Research Practice”, the “National Statement on Ethical Conduct in Research Involving Humans”, the “Australian Code of Practice for the Care and Use of Animals for Scientific Purposes”, the “NHMRC Policy on the Care and Use of Non-Human Primates for Scientific Purposes” and the “NHMRC/CHFA Statement on Consumer and Community Participation in Health and Medical Research” and other relevant NHMRC policies regarding research practices (as appropriate).

CRITERIA FOR ACCREDITATION AS AN INDEPENDENT RESEARCH INSTITUTE

5. This research institute has been established to operate under the name

_____ by:

- an Act of Parliament;
- incorporation under the Corporations Law;

Please specify the Act or date of incorporation:

6. The Institute, and its staff, as defined in official Institute documents and publications, is not accountable to another organisation or organisations, but operates as an independent entity, both financially and legally.
7. The Institute has a Board of Management (or equivalent) upon which no university, hospital or any other group or organisation has majority representation.
8. Have a Director/Chief Executive Officer of the Institute, who is accountable only to the Board of Management of the Institute.

9. The Institute directly employs staff who are accountable for research only to the Director/Chief Executive Officer of the Institute.
10. The Institute is responsible for the administration of any competitive, peer reviewed research projects awarded to staff of the Institute.
11. The Institute owns, or has secure tenancy arrangements for, the premises in which it conducts research.
12. The Institute maintains and publishes audited Annual Accounts in accordance with the relevant Act relating to incorporation.
13. The Institute has **formal** arrangements with the following universities and/or hospitals (or other institutions providing health services).
Please specify and give details:

14. The Institute has significant intellectual interaction with one or more hospitals/health care institutions through research and/or teaching and/or health practice.
15. The Institute has significant intellectual interaction with its affiliated or other universities through research and/or teaching.

Signed: _____

Director/Chief Executive Officer

Date: ____/____/____

Head of host institution (e.g., Vice-Chancellor), for Institute seeking accreditation
NOT as an Independent Institute.

Date: ____/____/____

OR

Chair of the Board of Management, for Institute seeking accreditation as an
Independent Research Institute.

Date: ____/____/____