

## **POLICY FOR ACCESS TO BIOLOGICAL SPECIMENS**

Applications by researchers for material and information must have HREC approval, be scientifically sound and demonstrate that the material will be used efficiently. Applicants must describe the proposed research in detail and demonstrate availability of funds for the proposed research.

The proposed work will be reviewed by the Gynaecological Oncology Biobank at Westmead Committee (GynBiobank) to evaluate whether the application comprises a scientifically justifiable, feasible and high priority use of the material currently available. The project may also undergo independent peer review eg by the Western Sydney Local Health District (WSLHD) Scientific Advisory Committee, unless grant support has been gained through a national peer review process such as NHMRC.

In the event that an application is rejected, an independent appeal process will be implemented based on guidelines developed by the tissue bank network, ABN:Oncology.

Access to material from the biobank will require approval of the GynBiobank Committee, the WSLHD HREC / HRECs of other participating institutions. The applicant is responsible for all ethics applications. Where tissue has been collected for a specific purpose / project and stored in their biobank, permission to use the material in other projects is required from the contributor.

On approval, the Biobank Manager will provide the researcher with the tissue requested. Whilst we take every step to ensure that biobank details are up-to-date we cannot guarantee that every tissue amount requested will be available as we are constrained by the amount of tissue that can be collected. Additional information such as clinical outcome or assistance with data interpretation will be negotiated and will usually be provided via collaboration with the appropriate clinicians and/or researchers. Provision of such data will also be subject to HREC approval.

Researchers are requested to provide an annual research report, including abstracts and publications arising from research utilising the Gynaecological Oncology Biobank at Westmead resource and acknowledge the biobank in all publications and presentations. Authorship on any manuscript utilising tissues from the biobank will be in keeping with the NHMRC/AVCC Statement and Guidelines on Research Practice.

As a main aim of the biobank is to benefit research into gynaecological cancer, it is requested that, once published, data obtained on individual samples is made available, to continuously add value to the biospecimens held in the biobank.

Transfer of materials is subject to terms and conditions of a Materials Transfer Agreement with WSLHD and applicants may be asked to contribute to the costs of preparing and shipping biological materials.