ECU CLINIC SPACE AND RESEARCH GUIDELINES

The ECU Health Centre is a state-of-the-art primary healthcare, clinical training, and research facility in Wanneroo. The Centre delivers integrated, multidisciplinary services which are accessible, culturally appropriate, and support the future primary care workforce. The ECU Health Centre was funded through the Commonwealth government's GP Super Clinics Program, and the Centre includes the Wanneroo GP Super Clinic (WGPSC), operated on behalf of ECU by the Independent Practitioner Network (IPN). The WGPSC provides general practice, allied health, and pathology collection services.

One of the objectives of the GP Super Clinic program is to support the future primary health care workforce. This is achieved at the Centre through integrating clinical teaching and research with service delivery. The ECU Clinic Space on Level 2 of the Centre is dedicated space for ECU teaching, clinical training, and service/program delivery. The ECU Clinic Space occupies 565m^2 on Level 2, including a shared reception and waiting area, two adjoining meeting rooms, six consult rooms, one observation room, three offices, a student hot desk area, and a shared kitchen.[1] The ECU Psychological Services Centre (PSC) is located in the Clinic Space and preference is given to its operational needs.

ECU is committed to maximising usage of the ECU Clinic Space and research activity at the Health Centre, to generate value in teaching, training, and research outcomes. Applicants are encouraged to contact the Project Coordinator, (08) 6304 3547, School of Medical and Health Sciences, to discuss their needs, prior to submitting an ECU Clinic Space and Research Application form.

PRINCIPLES

The conduct of research, teaching and training, and programs/services at the ECU Health Centre is guided by the following principles:

1. Programs and services using the ECU Clinic Space should aim to meet one or more of the following principles:
    a. Encourage and enhance interprofessional learning and teaching;
    b. Increase clinical training opportunities;
    c. Clinical services are related to research and/or teaching;
    d. Increase collaboration in teaching, service delivery, and/or clinical training with external partners;
    e. Meet relevant accreditation standards for the health discipline related to clinical training and teaching.
2. Research conducted at the ECU Health Centre should aim to:
    a. Be as collaborative as possible;
    b. Improve patient care and translate into improved healthcare practice;
    c. Understand and promote patient-centred care;
    d. Improve the sustainability of the primary care workforce; and,
    e. Encourage health consumer and community input and partnership.
3. Research, teaching, and services should be aligned with ECU's Strategic Plan and Supporting Plans, and must be compliant with relevant ECU policies and by-laws.[2]
4. The Clinic Space can be used to provide health and health-related services to clients to support ECU research and/or clinical training opportunities. Services may be led by external organisations working in partnership with ECU Schools/Centres.
5. Applications from external researchers to conduct research at the Centre and/or access the ECU Health Centre Research Register may be considered on a case-by-case basis. Principles

---

[1] See *Appendix 1: ECU Clinic Space floor plan*. The Level 2 kitchen is a facility for use by all ECU Health Centre tenants, accessed mostly by other Level 2 tenants.
[2] Available through the ECU Legislation and Policy Search Directory.

related to reciprocity and collaboration in research conduct and outcomes will be considered in assessing external applications.

6. The ECU organisational unit conducting the program, service, or research project is responsible for:
    a. Clinical governance and business continuity planning;
    b. Operational requirements including computer hardware and software, internet access, and specialised equipment;
    c. Administrative and operational support.

7. Prior to being undertaken, research projects must have:
    a. ECU Human Research Ethics Committee (or equivalent) approval, including approval for recruiting participants through the Research Register;
    b. Relevant contracts in place and approved through Research Services for research projects which involve external parties.

8. Programs and services delivered at the Clinic Space must meet work health and safety standards, and comply with the ECU Health and Safety Policy.[3] Evidence should be provided in applications which confirms ECU's professional indemnity insurance will cover the proposed activity/ies.[4]

9. Approved programs which incorporate service delivery and/or direct contact with clients must ensure that the relevant School/Centre Enterprise and Hazard Risk Registers in RiskWare are reviewed and updated to include strategic/operational and WHS hazards *prior to* commencing services at the ECU Health Centre.

10. Allocated Clinic Space is not automatically retained by the ECU unit at the conclusion of the nominated program/project period. However, applications to extend the period of usage will be considered.

11. Prior approval by Digital and Campus Services is required for minor physical modifications to the Clinic Space. Applications for major modifications are required to be submitted to and approved by the ECU Health Centre Committee, with costs covered by the relevant ECU unit.

RESEARCH – PARTICIPANT RECRUITMENT

- There are several options for recruiting research participants at the ECU Health Centre:
    - The ECU Health Centre Research Register is an online database of people who have consented to receive information about ECU research projects which match their areas of interest in health. The Research Register is particularly suited for research in public and primary health, chronic disease management, mental health, social justice, aged care, nursing, social work, and allied health;
    - The ECU Psychological Services Centre maintains a database of clients who have consented to be contacted about relevant research projects. Researchers who wish to use this for participant recruitment need to contact the ECU Psychological Services Centre Coordinator before submitting an application. If approved, PSC staff will assist with distributing emails;
    - Distributing hard copy material which includes information on the research project and contact details for project staff. Hard copy material should specify the start and end date of the recruitment period.
- Details of participant recruitment methodology/ies is required to be included in research applications.
- Patient records cannot be accessed by non-clinicians for the purpose of targeted participant recruitment.

---

[3] NOTE: As the ECU Health Centre is a designated primary health care site, ECU staff and students participating in programs and services or undertaking clinical training and teaching are required to have up-to-date COVID-19 vaccinations, as per Directions for Healthcare and Health Support Workers, Department of Health, WA.
[4] Research projects which have ECU or reciprocal ethics approval are required to complete Risk Registers as part of the ethics application process.

APPLICATIONS

- ECU stakeholders must complete the ECU Clinic Space and Research Application Form, available from the Education and Training and Research pages, or on request to ecuhealthcentre@ecu.edu.au.
- The relevant Executive Dean or Research Institute/Centre Director must endorse applications before submission.
- *FOR SCHOOL OF MEDICAL AND HEALTH SCIENCES APPLICANTS ONLY*:
  - For non-research programs and services, approval should be from the relevant Associate Dean (Discipline);
  - For research projects, approval should be from the Associate Dean (Research), or Director of the relevant Research Institute/Centre.
- ECU Clinic Space applications are reviewed and approved by the ECU Health Centre Committee Executive.[5]
- Research applications are reviewed and approved by:
  - Teaching, Training and Clinical Governance Advisory Group (TTCG AG) Executive;
  - ECU Health Centre Committee Executive.
- Approved forms will be signed by the ECU Health Centre Committee Chair, and an acknowledgement email sent to the applicant.

REPORTING

- *For Clinic Space applications*: Short annual reports and/or at the end of the period of use, whichever comes first, are required. Reports should include:
  - Details of how the program/s achieved objectives;
  - Details of any clinical training provided (numbers of students, clinical placement hours, numbers of clients, professional development and/or training for clinical supervisors); and
  - Overall outcomes of the program.
- *For research applications*: Applicants will need to provide brief updates (1 paragraph max) on the research project for triannual TTCG AG meetings, *AND* short reports (1 page max) on the overall research outcomes on the anniversary of project commencement or at the end of the project, whichever comes first. The report should:
  - Describe progress to date;
  - Describe any adverse events; and
  - State any outcomes achieved.
- To reduce paperwork and workload, any milestone or ethics reports for the research project may be substituted for the above brief report.

Please allow two weeks for the processing of ECU Clinic Space and research applications.

---

[5] Professor Moira Sim, Executive Dean, School of Medical and Health Sciences, is Chair of the ECU Health Centre Committee and Executive.

Contact	• Professor Moira Sim, Executive Dean, School of Medical and Health Sciences, and Chair, ECU Health Centre Committee
	• Danielle Brown, Project Coordinator, School of Medical and Health Sciences
Adopted	19 August 2014
Last updated:	*26 July 2022*
Review by:	*July 2023*

Edith Cowan University
ECU Health Centre

AUSTRALIA
ECU
EDITH COWAN
UNIVERSITY

Appendix One: ECU Clinic Space floor plan

SHARED WAITING ROOM — 36m²

RECEPTION — 13m²

Storage Room for PSC records and equipment used in Group Rooms — 22m²

GROUP ROOM #2 — 36m²

GROUP ROOM #1 — 36m²

ECU Hot Desks — 50m²

VIEWING ROOM

1 — 18m²
2 — 21m²
3 — 23m²
15m²
4 — 20m²
5 — 20m²
6 — 20m²

CONSULT ROOMS 1 - 6 Each room has desk, lounge furniture, and hand-basin. Viewing Room has a 2-way mirror for observation into Consult Rooms 3 and 4.

OFFICES Psychological Services Centre staff and approved users. — 34m², 34m², 34m²

11m²

KITCHEN – shared kitchen for staff, students and ECU Health Centre tenants. — 55m²