



JSS Dental College & Hospital Institutional Ethics Committee

CDSCO reg No: ECR/1170/Inst/KA/2019

JSS Dental College and Hospital

A Constituent college of JSS Academy of Higher Education & Research, Mysuru.

No: DCH/PGS/ /2020-21

Date: 02-01-2021

General guidelines for Submission of Research protocol to the JSS Dental College & Hospital Institutional Ethics committee for obtaining the ethics clearance.

1. The researcher is advised to visit the JSSAHER website > JSS Dental College> Institutional Ethics committee> to get all information and details regarding the JSSDCH IEC.
2. The JSSDCH IEC website shall have all details regarding its committee members, link to download all formats and annexures (as word document) required to prepare the research protocol, the schedule for the forthcoming JSSDCH IEC review meeting and the Google forms link for submission of Research protocol and Resubmission form.
3. The researcher is strictly advised to submit the required documents for JSSDCH IEC review process like, research protocol, resubmission form or revised research protocol on or before the last date of submission as mentioned in the circular. Late submissions will not be permitted.
4. The soft copy of the research protocol should have all the required annexures from (1 to 6) as mentioned in the proforma. The synopsis should be submitted along with the checklist for submission of synopsis and a covering letter addressed to the Chairman/ Member secretary, JSSDCH IEC.
5. The soft copy of the research protocol should be made as a single PDF document containing all the documents as in the hard copy. The maximum size of the PDF file to be sent as an email attachment should not be more than 10 MB.
6. Due to the present COVID-19 pandemic situation you shall be asked to submit the final hard copy of the research protocol with all the annexures and the required signatures only after initial approval of your research protocol from the JSSDCH IEC.
7. You shall be permitted to get any permission letters, collaboration letters and the signatures of the people associated with the study in a digital / electronic format as well.

8. All the faculty and students are hereby informed to submit research protocol of the Research projects/PhD study/ Dissertation/short study to the JSSDCH IEC by utilizing google forms platform created for the particular JSSDCH IEC review meeting.
9. The researcher can download all the formats and annexure required for submission of research protocol to JSSDCH IEC for obtaining the ethical clearance certificate.
10. The researcher shall be able to submit their research protocol to the upcoming JSSDCH IEC review meeting by utilizing the link to the Google forms platform available on the website.
11. The Google forms link for submission of the research protocol shall be made available 24/7 to all the interested researchers on the above mentioned JSSAHER website.
12. The researchers shall submit the revised research protocol with the recommended corrections from JSSDCH IEC and the resubmission form by utilizing the separate Google forms platform created for the purpose.
13. The power point presentation (PPT) of the synopsis should be made using the official JSSDCH (JSSAHER) PPT template. Each presenter shall be given ten minutes for the presentation. So kindly ensure that the presentation is having a maximum number of 15 PPT slides.
14. The researcher needs to submit hard copies of the final (corrected) Research protocol to JSSDCH IEC for obtaining the ethics approval certificate.
15. The Principal investigator/ HOD/ Student/ Guide/ Co-guide/ Co-Investigator shall be allowed to join the online/regular IEC review meeting only during their period of synopsis presentation. We have created a "WAITING ROOM" to manage the participants in the Zoom application for this purpose (In case of online review meeting).
16. The Principal investigator/ Student/ Guide/ Co-guide/ Co-Investigator are hereby requested to leave the zoom meeting application after the completion of their respective / relevant synopsis presentation.
17. In case of MDS/ FOD dissertation synopsis presentation the respective department researchers (Student/ Guide/ HOD/ Co-guide/ Co-Investigator) shall be permitted to attend the online/ regular IEC review meeting of their respective department.
18. All the faculty and students are hereby requested to contact the member secretary of JSSDCH IEC by email (jssdchdiec@gmail.com) regarding any further queries or information.