

Applying for NHS Permission

All research taking place at STHK involving patients or staff must receive STHK NHS Permission (RD&I Approval) before commencing.

If you want to apply for sponsorship from the Trust, please complete the Trust Sponsorship application form on the “Sponsorship” page on the [STHK RDI website](#).

If you are looking to participate in an externally sponsored research study you will still require NHS Permission before you begin. Before applying for NHS Permission please ensure you know whether or not the study has been adopted onto the [NIHR portfolio](#).

If the study is adopted onto the [NIHR portfolio](#) then the Sponsor must add St Helens & Knowsley Teaching Hospitals NHS Trust as a site on the IRAS R&D Form and submit this to the CLRN.

For all studies that are not on the NIHR Portfolio, please e-mail the documents specified below to research@sthk.nhs.uk.

The following documents are required for applications made for these studies:

- IRAS application form, PDF and XML copies of i) R&D Form and ii) a Site Specific Information form (SSI) for STHK – this can be transferred to research@sthk.nhs.uk via IRAS and RDI will arrange for STHK authorisations.
- Word or PDF copy of the protocol, patient information sheets and consent forms
- Copies of any other relevant documents e.g. NHS ethics correspondence, MHRA clinical trials authorisation.
- Written evidence from the organisation(s) acting as sponsor that they have agreed to accept the responsibilities of sponsor. Note that an application for NHS Permission cannot be made until there is an identified sponsor organisation that has agreed to fulfil that role.
- If you or any of the researchers involved in the study do not have a contract with the Trust you will need a letter of access before you can begin your study. To obtain this please contact research@sthk.nhs.uk. Alternatively see ([NIHR Research Passport](#)) for details of the Research Passport system.

If you have any questions about applications for NHS Permission or general queries about research governance, please contact the RD&I Department – research@sthk.nhs.uk

If you require any assistance with any part of this process please contact research@sthk.nhs.uk for guidance.

For studies that have been adopted onto the NIHR Portfolio, please see the [NIHR website](#) for details of how to obtain NHS permission via [NIHR CSP](#).