|  |
| --- |
| ***Passport Appendix. List of projects and amendments*** |

|  |
| --- |
|  |

*Appendix Number:*

*If you are applying for a three-year Research Passport, please use this section to enter details of projects and activities that will be covered by this Research Passport. Once you have a validated Research Passport, you may add details of subsequent projects during the three years that this Research Passport is valid.*

*If you are applying for a project-specific Research Passport, but need to add further sites to the project, please enter the details below.*

*Whenever you add further details, the full Research Passport and accompanying documents must be submitted to the relevant NHS organisations.*

|  |  |  |  |
| --- | --- | --- | --- |
| *Title:* | | *Start Date:* | *End Date:* |
| *NHS organisation(s):* | *Dept(s):* | *Proposed*  *research activities:* | *Manager in NHS organisation:* |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

***Amendments to the Research Passport***

*Please state what these are, e.g. they might be a change in name or employment details, or a change in research activities.*

*Please check with the NHS organisation where you are undertaking your research if you are unsure whether you will need to submit new evidence of pre-engagement checks on a new Research Passport form, which will need to be validated by the NHS organisation(s) hosting your research.*

|  |  |  |  |
| --- | --- | --- | --- |
| *Date* | *Old Details* | *New Details* | *Office use only*  *NHS R&D contact details and signature\** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

*\* It is recommended that the person authorising this section prints, signs and scans the form. Where this is not possible, they should state ‘authorised by email’, in place of a wet-ink and scanned signature. Where authorisation occurs by email, the full email trail should be presented as evidence with the document for further authorisations and/or in application for an HRC/LoA.*

***To add more projects please copy this page or download further blank pages. Each appendix page should be numbered.***

*For office use only:*

*A photocopy of the appendix/copy of email trail including any email authorisations should be retained whenever any amendments or additions to the appendix are made.*