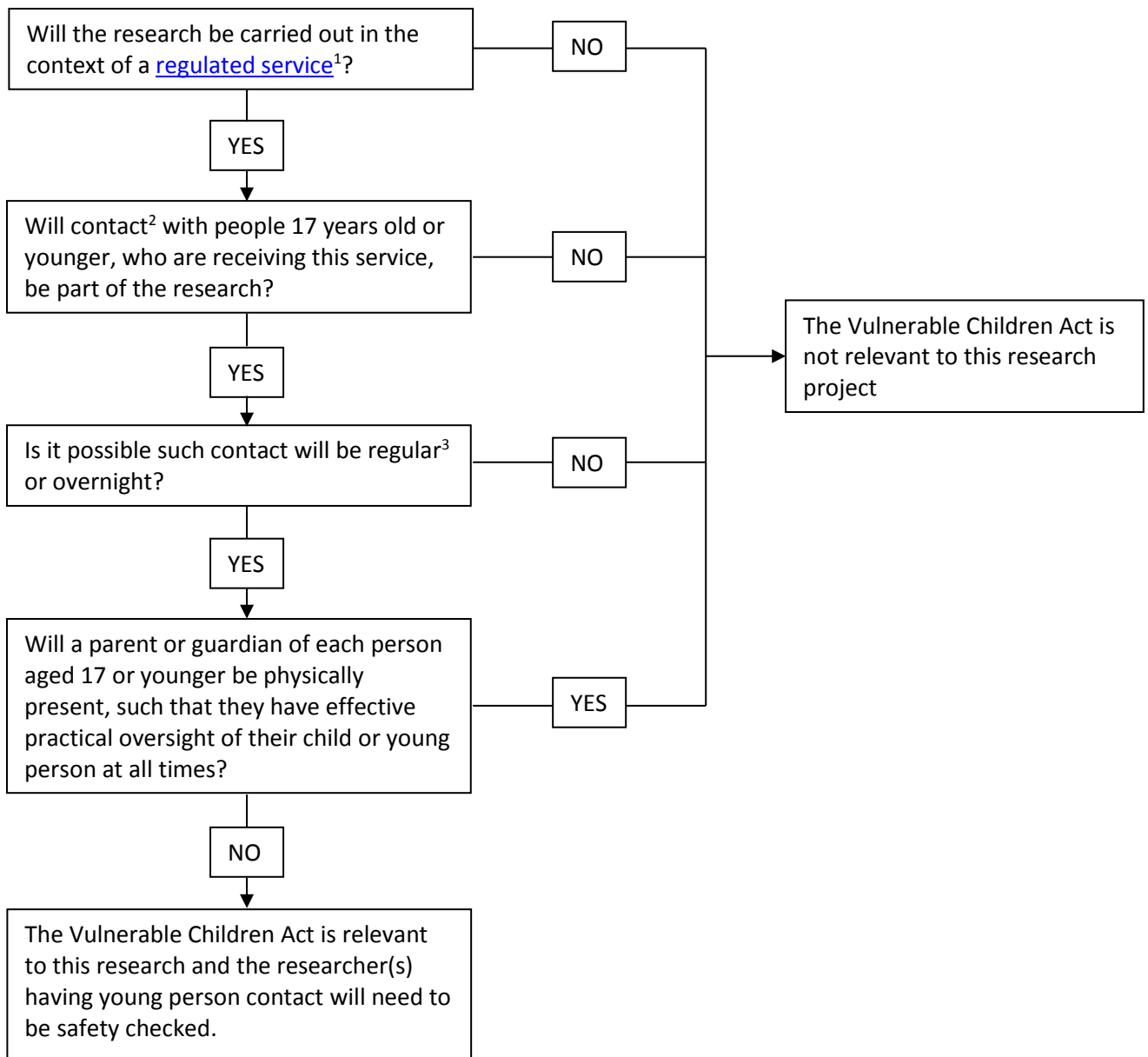


## Flowchart for Determining if the VCA applies to a Research Project

This flowchart should be used for student and staff research projects requiring ethical approval. Separate flowcharts exist for coursework in programmes and staff activities other than research.



1. **Regulated Services** include welfare, counselling, health and school services within New Zealand. University research activities are not included except where they involve the delivery of, or take place in the context of another party's delivery of, these services (e.g. research in a school or counselling setting).
2. **Contact** is defined as physical contact, oral communication in person or by telephone, or communication through any electronic medium.
3. **Regular Contact** means that during the research or some period of it (which period may or may not yet be specifically identifiable), the researcher would be expected to have contact with a children or young people, in relation the research in question, at least once per week across multiple successive weeks, or at least four days per month.

If it is unclear as to whether the Act is relevant to given research, it is recommended advice be sought from the Manager of Academic Committees at [gary.witte@otago.ac.nz](mailto:gary.witte@otago.ac.nz)