**Process for Application of DEXA studies at NICRF**

 **Stage 1: Getting approval to access the service**

* The NI Clinical Research Facility (NICRF) is the first point of contact to agree access to the NICRF DEXA service for research studies.
* The per-patient charge for a DEXA should be agreed with the NICRF prior to completion of the Protocol Impact Assessment Form (PIAF).
* Researcher must contact NICRF regarding feasibility and forward a Study Application form to NICRF, for approval.
* The NICRF will organise relevant invoicing for DEXAs.

**Stage 2: At Early Stage the researcher should submit the following:**

* Study Application form [www.qub.ac.uk/nicrf](http://www.qub.ac.uk/nicrf).
* Draft IRAS form
* Patient Information Sheet (PIS)
* Ethics approvals and study protocol
* Research Radiology and Imaging Proforma (RRIP)-(**Appendix A**)
* NICRF DEXA process flow. (**Appendix B**)

Documents will be reviewed by the local Medical Physics Expert MPE and Clinical Radiation Expert CRE.

NICRF collates comments raised by the MPE/ CRE back to the Researcher.

Researcher completes IRAS Section B3 with the information provided & uploads final documents to IRAS checklist & obtains electronic authorisations.

Researcher submits copies of the final documents to the NICRF as submitted REC.

Please contact NICRF via email at nicrf@qub.ac.uk with any questions or queries.