



HEALTH MANUAL

VOLUME 23

HUMAN RESEARCH IN DEFENCE - INSTRUCTIONS FOR RESEARCHERS

Health Manual Volume 23 is issued for use by all Defence agencies and is effective forthwith.

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FOREWORD

1. Head Defence Health Services (HDHS) has responsibility for technical control of the ADF Health Services, that is, all personnel involved in the provision of health care (which includes psychology services) within the ADF. Additionally, HDHS is responsible for the provision of specialist advice, strategic level health planning and the development of policy on health issues.
2. Technical control is the specialist or professional guidance and direction exercised by an authority in technical (professional) matters. Technical control is not a command or operational authority but may be used where necessary to designate the specialised and professional operating procedures essential to the proper management of the health of forces.
3. HDHS exercises technical control of the Defence Health Services through the development and promulgation of policy and advice. The Defence Health Services Division (DHSD) operates under the authority of CDF and provides specialist advice to CDF and to the Service Chiefs on all health matters affecting the ADF and/or their respective Service. DHSD must be:
 - a. responsive to CDF and the single-Service Chiefs on all health matters; and
 - b. staffed with appropriately trained personnel.
4. Health policy that has general application to the administration of the ADF, and not just to the Health Services, is promulgated in the form of either Defence Instruction (General) or Australian Defence Doctrine Publications.
5. Technical health policy, which is generally restricted in application to the Health Services, is promulgated in the form of ADF Health Manuals (HLTHMAN) or Health Bulletins. Health manuals are used to promulgate enduring health policy, whereas Health Bulletins are used to speedily disseminate health policy that is normally short-term in nature. Where a Health Bulletin contains policy that is likely to be enduring, it is to be incorporated into the relevant Health manual.
6. This manual replaces the previous Australian Defence Force Publication (ADFP) 1.2.5.3—*Health and Human Performance Research in Defence—Manual for Researchers* which was published 17 January 2003. It is issued for use by all Defence agencies, and is effective forthwith.
7. It aims to assist all personnel in Defence organisations who are conducting and managing human research within Defence or on behalf of Defence. It also aims to assist all persons external to Defence who are conducting human research within Defence or on behalf of Defence.
8. This manual provides a governance structure which seeks to ensure that the conduct of human research in Defence meets prioritised objectives, employing an appropriate application of resources with sound scientific methodology. Additionally the manual provides comprehensive guidance on the ethical oversight of the conduct of research using human volunteers. The manual should also be read in conjunction with Defence Instruction (General) ADMIN 24–3 *Conduct of Human Research in Defence*. The manual incorporates a standardised single application format for seeking organisational and ethical approval to conduct human research.
9. The manual is to be regarded as a dynamic document and its effectiveness and value depend upon timely feedback received from all users. Information will also be updated or amended to reflect new Government and Defence policies and procedures as they are issued or developed. Emerging guidelines and practices developed in the wider community by relevant bodies such as the National Health and Medical Research Council will also be incorporated in order to reflect community standards.

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ACRONYMS AND ABBREVIATIONS

ADF	Australian Defence Force
ADFP	Australian Defence Force Publication
ADHREC	Australian Defence Human Research Ethics Committee
ADMEC	Australian Defence Medical Ethice Committee
AE	Adverse Event
AMI	Army Malaria Institute
CDF	Chief of the Defence Force
CMVH	Centre for Military and Veterans' Health
DFPO	Defence Force Psychology Organisation
DHS	Defence Health Services
DHSD	Defence Health Services Division
DI(G)	Defence Instruction (General)
DMH	Directorate of Mental Health
DSPPR	Directorate of Strategic Personnel Planning and Research
DSTO	Defence Science and Technology Organisation
DVA	Department of Veterans' Affairs
HDHS	Head Defence Health Services
HLTHMAN	Health Manual
HREC	Human Research Ethics Committee
ICH	International Conference on Harmonisation
NHMRC	National Health and Medical Research Council
PRTG	Psychology Research and Technology Group
R&D	Research and Development
S&T	Science and Technology
SAC	Scientific Advisory Committee
SAE	Serious Adverse Event
SGADF	Surgeon General Australian Defence Force
SME	Subject Matter Expert
SUMU	Submarine and Underwater Medicine Unit