





**5. Lack of Transparency** – Alterations can obscure the actual research conducted and hinder publication efforts.

To avoid these issues:

- Titles must align with the GCM Health Research Agenda.
- Multiple title options should be submitted through the Department of Research Chairman for endorsement to the Dean or Medical Center Chief
- Final approvals must be forwarded to CHRI in writing.
- Any changes after approval will require new panel and ethics review fees, charged to the researcher.
- CHRI may deny further submissions from those who have previously been approved.

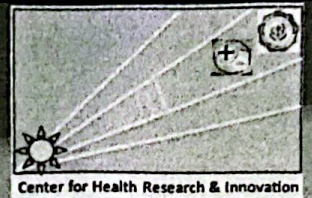
If changes are necessary **after approval**, the following fees will apply:

<b>Amendment Type</b>	<b>Fee</b>
Change of Title	Php 200.00
Proposal Only	Php 5,000.00
Informed Consent Form (ICF)	Php 5,000.00
Protocol and ICF	Php 10,000.00

Please note: **All fees collected for amendments** (title, proposal, ICF, or any combination thereof) go to CHRI's designated research development fund.

Attached herewith are the **Approved Amendment Fees dated 04 June 2025** and **Changing Research Titles and/or Topics dated 06 March 2025** for your reference and compliance.

This serves as a formal notice and policy implementation. All concerned parties are directed to take immediate and appropriate action.



4 June 2025

**THE EXECOM**  
Gullas College of Medicine  
Banilad, Mandaue City

Dear Sir/Madam,

I hope this message finds you and your team healthy and safe.

I am writing to discuss an important matter regarding the changes to research proposals that have already successfully passed the technical service paneling and the required ethics review. As per the attached memorandum, an official guideline was established to disallow any change once a proposal has been approved through the technical service paneling and ethics assessment. Despite this, we continue to receive requests for changes, primarily relating to the titles of the proposals. In one notable instance, a title change impacted the entire scope of the research proposal.

While amendments to approved proposals are generally permitted, they must comply with specific conditions set forth by the GCM Research Ethics Committee. It is essential to highlight that the Center for Health Research & Innovation (CHRI) does not possess the authority to dictate decisions for the Ethics Committee as required by the Philippines Research Ethics Board (PHREB) under the Department of Science and Technology (DOST). Instead, proponents must formally submit a request for amendment to the Ethics Committee for evaluation. Furthermore, the REC's evaluation process necessitates a meeting, which can incur additional costs.

In light of these circumstances, we respectfully request your approval to implement an amendment fee to be paid by the concerned students. The amendment fee will support the re-evaluation of the changes by the panelist(s) or ethics reviewer(s). We recommend the following rates:

1. For changes to **approved titles** - ₱ 200.00
2. For changes to **approved proposals only** (Chapters 1 to 3 or Chapters 1 to 5) - ₱ 5,000
3. For changes to **approved Informed Consent Forms (ICF) only** - ₱ 5,000.00
4. For changes to **approved proposals & ICF** - ₱ 10,000.00

The imposition of this fee would be beneficial for several reasons:

1. **Revenue Generation:** Implementing an amendment fee would contribute to the overall financial sustainability of the GCM CHRI, enhancing our capacity to support ongoing research initiatives.
2. **Quality Improvement:** By introducing a structured fee for amendments, we aim to ensure that only well-founded and necessary changes are pursued, thereby maintaining the integrity of the research process.
3. **Research Positioning:** Our commitment to enhancing the reputation of GCM in the research landscape necessitates proper funding and resources, which an amendment fee would help facilitate.

We appreciate your attention to this matter and look forward to your prompt and favorable response. Thank you very much for considering our request.

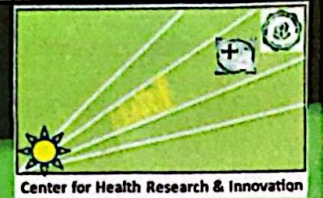
Sincerely yours,

*Ismael Pastor*  
NIÑO ISMAEL PASTOR, MD, PHSAE, DRDM, PASCOR, WMA  
Adviser, CHRI

CC: Dr Jose Juan Rafael G. Laico, Dean, GCM

*Ismael Pastor*  
June 5, 2025

FN: ExeCom 6.4.25



## MEMORANDUM

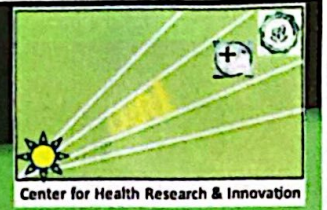
DATE : 06 March 2025  
FOR : All GCM Students and Faculty and VGMMH Dept Chairpersons  
and Resident Physicians  
FROM : Center for Health Research & Innovation  
SUBJECT : Changing Research Titles and/or Topics

The CHRI has been experiencing ongoing modifications to previously approved research titles and/or topics. Such alterations occur due to changes in any of the following elements:

- Topic
- Methodology
- Participants
- Study site
- Key variables or interrelationships among variables

These adjustments to approved titles and/or topics pose several challenges, particularly within academic and professional contexts. Consequently, we strongly advise against making such changes for several key reasons:

1. **\*\*Compromise of Institutional Integrity\*\***: The integrity of Gullas College of Medicine (GCM) could be jeopardized. The CHRI is obligated to submit these approved research proposals to the national office of the Philippine Health Research Ethics Board, under the Department of Science and Technology. Any modifications to the submitted proposals may negatively impact GCM's credibility.
2. **\*\*Undermining Research Instruction and Approval Processes\*\***: The integrity of research instruction the title approval procedure and research advising, along with the roles of instructors, the Dean, and research advisers who endorsed these topics, must be maintained. Research is inherently a systematic endeavor, and altering titles or topics post-approval compromises the entire research process. Consequently, data collection, analysis, and conclusions are rooted in the original research question.
3. **\*\*Delays in Ethical Review and Technical Panel Procedures\*\***: The research design, methodologies, and data analyses are specifically tailored to the approved research question. Modifying the title or topic after approval can render findings invalid and unreliable, as they would not accurately address the original research problem. Title and/or topic changes necessitate additional reviews, often requiring a reconvening of the ethics committee and technical panels. Justifying such meetings for the same researcher with a revised title or topic presents significant challenges.
4. **\*\*Challenges in Research Monitoring and Surveillance\*\***: Maintaining the CHRI's Research Monitoring and Surveillance System (RMSS) becomes problematic. Research titles are indexed and archived in this database for monitoring purposes, and changes can hinder CHRI's ability to track related documents effectively.



Th 5. **\*\*Impact on Transparency and Accountability\*\***: Researchers have an ethical obligation to ensure transparency throughout their research processes. Alterations to approved titles and/or topics may obscure the actual research conducted, thereby complicating the evaluation of study validity. This undermines CHRI's efforts to publish research findings.

To mitigate changes in approved titles and/or topics, the following guidelines must be observed:

- Research topics must be derived from the GCM Health Research Agenda (attached), which aligns with the Regional and National Unified Health Research Agendas (RUHRA/NUHRA) established by the Department of Science and Technology.
- Titles must be aligned with the GCM Health Research Agenda. Students and resident physicians are encouraged to propose multiple titles within their respective research departments.
- Proposed titles from students or resident physicians require written screening and endorsement by the Chairperson of the Research Department of GCM or the Vicente Gullas Memorial Hospital, directed to either the Dean or the Vicente Gullas Memorial Medical Center Chief.
- The GCM Dean or Medical Center Chief will select and provide written approval for the recommended title.
- Written recommendations and approvals must be transmitted from the respective research departments to the CHRI.
- Should there be any changes to the title and/or topic, the researcher(s) will be responsible for covering the costs associated with the new research's technical panel review and ethical clearance.
- CHRI reserves the right to reject any submissions of new titles, topics, or proposals from students or resident physicians who have previously submitted an approved title and/or topic, especially if any related fees have already been paid.

These measures are essential to uphold the quality and integrity of research conducted under the auspices of GCM.

Prepared by:

NIÑO ISMAEL S. PASTOR, MD  
Adviser, CHRI

Noted by:

JASON HAROLD YU, MD  
Chief Executive Director

Approved by:

ATTY JOSEPH M. BADUEL  
Vice President

JOSE JUAN RAFAEL G. LAICO  
Dean of Gullas College of Medicine