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| **Human Research Ethics Committee (Non-Medical)**  **Serious Adverse Event (SAE) Reporting Form** |  |

1. To first report a SAE, please contact Ms Eleni Flack-Davison (Research Office: Legal Advisor and Research Compliance Manager), [Eleni.Flack-Davison@wits.ac.za](mailto:Eleni.Flack-Davison@wits.ac.za) tel 011 717-1328, or emergency out-of-hours contact number 011 717-4444 or 011 717-6666, no later than within 24 hours of the incident.
2. Following this initial report, this form must be completed and returned by email to [Eleni.Flack-Davison@wits.ac.za](mailto:Eleni.Flack-Davison@wits.ac.za) within 72 hours of the incident. Please provide as much detail as you can.

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| HREC Clearance Certificate number (if known): |  | Name of the study researcher (if known): |  |
| Study title (if known): |  | | |
| Date of incident: |  | Time of incident: |  |
| Location of incident: |  | | |
| Name of the person reporting the incident: |  | Email address: |  |
| Cellphone number: |  |
| Provide a short*, factual description* of the nature of the incident you *personally observed*: |  | | |
| Did anyone sustain harm or injury in the incident?  If YES, please give the details of this person(s) and the nature of the harm or injury. |  | | |
| Any other relevant information: |  | | |
| Signature of the reporting person: |  | Date: |  |