

Wah Medical College
Research Advisory Committee /Institutional Review Board
Covering Letter (for case study only)

To:

The Chairperson (WMC-RAC/IRB)

Subject: Request for RAC/IRB for Case Study Approval

Dear Sir,

1. I intend to publish a case study titled “_____”.

2. Following documents are enclosed (as per IRB requirements) in hard form.

- a. Details of the Case.
- b. Rationale and importance of the Case.
- c. Consent of the Patient.
- d. Undertaking by Authors.

3. I have submitted all the required documents as mentioned in point 2, by e-mail at

trc@wahmedicalcollege.edu.pk . Approval is requested for the attached study protocol.

Date: _____

Principal Investigator:

Name: _____

Signature: _____

Email: _____

Contact No: _____

Co- Authors:

Sr. No	Name	Affiliation	Email
1			
2			
3			
4			
5			
6			

If more, please attach separate sheet.

Undertaking Form

I hereby undertake that:

1. I will not disclose or share any personal or confidential information of the patient with any unauthorized person.
2. I will ensure and maintain the privacy and confidentiality of the patient at all times.
3. I will obtain written permission from the patient before taking photographs, videos, or any other identifiable information.
4. I will not engage in or support any unethical practice during the conduct of this case.
5. I declare that there is no conflict of interest between me and the hospital in connection with this case.
6. I will use the collected information only for the approved research proposal and will not use it for any other purpose.
7. I will ensure that all research-related data and records are stored securely and are accessible only to authorized persons.
8. I will follow the approved research protocol, institutional policies, and ethical guidelines throughout the conduct of the case.

Name: _____

Designation: _____

Department: _____

Signature: _____

Date: _____