

# UK Parkinson's Disease Society Tissue Bank at Imperial College

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Division of Neuroscience & Mental Health  
Burlington Danes Building  
Imperial College London  
160 Du Cane Road  
London, W12 0NN

Tel: +44 (0)20 7594 9732 Fax: +44 (0)20 7594 9733 Email: [pdbank@imperial.ac.uk](mailto:pdbank@imperial.ac.uk)



The UK PDS Tissue Bank has been approved by the Wales Multi-Centre Research Ethics Committee via the NHS Research Ethics services as a Research Tissue Bank:

**Title of Research Tissue Bank: UK Parkinson's Disease Society Tissue Bank at Imperial College**

**REC Reference: 07/MRE09/72**

As part of this ethical approval, the Tissue Bank sought generic ethical approval on behalf of researchers using tissue or data supplied by the bank. Under conditions agreed with the REC, the Tissue Bank can supply tissue or data to the researchers, without requirement for researchers to apply individually to the REC for approval.

The conditions agreed with the REC are as follows:

- All researchers must complete and agree to the terms and conditions of the Tissue Bank tissue request form,
- All requests will be approved by the Tissue Bank Management Board, who will assess the applications on their scientific merit and ethical use of tissue. Comments will be fed back to applicants
- Applications for tissue from not for profit organisations generally form part of a peer reviewed research grant. Where this is not the case the applicants must state that the scientific content of the project has been subjected to some form of internal institutional peer review. The applicants must specify what internal peer review was carried out and provide a written report.
- The scientific content of application from for profit organisations must also undergo peer review before tissue will be released. Where the management board feel that they do not have the relevant expertise, we will approach suitable experts from the Research Advisory Panel of the Parkinson's Disease Society to critically and confidentially review the scientific content of applications from for profit organisations.

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## Human Tissue Request Form

### CONFIDENTIAL

**Please complete in block capitals and return to Scientific Director of Tissue Bank at the above address.**

**REQUESTED BY** (Full Name, Title): .....

**POSITION** .....

**INSTITUTION ADDRESS:**

.....  
.....  
.....

**Tel No:** ..... **Fax No:** ..... **e-mail:** .....

**TITLE OF RESEARCH PROJECT:**

.....  
.....

**COLLABORATORS WITHIN AND OUTSIDE THE ABOVE INSTITUTE:**

.....  
.....

**IS THIS PART OF A PEER REVIEWED GRANT APPLICATION? Yes/No**

**IF YES, PLEASE GIVE THE TITLE OF THE GRANT APPLICATION, FUNDING BODY AND DURATION OF FUNDING.**

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**IF THIS IS NOT PART OF A PEER REVIEWED GRANT APPLICATION PLEASE PROVIDE EVIDENCE OF INSTITUTIONAL SUPPORT AND PEER REVIEW.**

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**HAS ETHICAL PERMISSION BEEN SOUGHT OR OBTAINED FOR THIS PROJECT? PLEASE GIVE DETAILS. A COPY OF THE APPROVAL LETTER SHOULD BE SENT TO THE TISSUE BANK MANAGER.**

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**TISSUE REQUIREMENTS:**

	<b>Post-mortem tissue Samples from</b>		
	<b>Parkinson's Disease</b>	<b>Control</b>	<b>Disease Control</b>
<b>Anatomical areas</b> -of brain areas:-  -of spinal cord -other (by arrangement)			
<b>Tissue treatment</b> -fixation, cryoprotection and storage at -85°C -snap-freezing and storage at -85°C -other (by arrangement)			
<b>Number of sections per block</b> (if sections required) <b>Section thickness</b> (µm)			
<b>Number of tissue blocks per case</b> (if blocks required) Minimum weight:-			
<b>Total number of cases</b>			
<b>Post-mortem delay</b> (maximum time)			
<b>Any further constraints on type of tissue required</b>			
<b>What clinical information do you require on the patients you have tissue from</b>			

**PROJECT OUTLINE** (Please provide the necessary background, aims, justification for the type of tissue requested, sample size and number of patients tissue requested from, techniques to be used, results of pilot studies and expected benefits to Parkinson's Disease research): (Add additional pages where necessary). This will be used to judge the value of the work against tissue availability

**A WRITTEN REPORT (FOLLOWING GUIDELINES IN ATTACHED DOCUMENT) ON THE RESULTS OF THE STUDY SHOULD BE SENT TO THE TISSUE BANK NO LATER THAN TWELVE MONTHS AFTER THE SUPPLY OF THE TISSUE. ANY PUBLICATIONS ARISING FROM TISSUE SUPPLIED BY THE TISSUE BANK MUST ACKNOWLEDGE THE TISSUE BANK AND THE PARKINSON'S DISEASE SOCIETY OF THE UK AND A COPY OF THE PUBLICATION FORWARDED TO THE TISSUE BANK.**

**PROJECT OUTLINE – LAY SUMMARY** (Please provide the necessary background, aims, justification for the type of tissue requested in lay terms)

Please explain any biological terms and write your summary using the following headings:

- Simplified version of your project title
- What are you investigating? / What problem(s) are you addressing in Parkinson's ?
- What research questions are you testing
- Which areas of the brain will you use & why?
- What will you do with them?
- How will the outcomes of your research eventually help people with Parkinson's?

**INTERNAL USE ONLY:**

**Date tissue request received:**

**Ethical approval confirmed:**

**Tissue Request Sanctioned by:**

**Date tissue supplied to user:**

**Progress report expected by:**

**Date report received:**

**Details of publications arising from the supplied tissue:**

**Conditions for accepting post-mortem human material from  
The Parkinson's Disease Society Tissue Bank at Imperial College London**

1. I accept samples of human material (the "Material") on the understanding that they will only be used for research, and that they are provided without warranty as to their properties or fitness for any particular purpose and without any other warranty whatsoever, expressed or implied. Under no circumstances will the Material be used for a project other than the one described in my application nor will they be sold or transferred or supplied to a third party without prior written approval of Imperial College of Science Technology & Medicine ('the College') and the Parkinson's Disease Society ('the Society')
2. I agree to use the Material in accordance with good laboratory practice and the highest standards of skill and care and shall ensure compliance with any applicable laws and regulations governing the transport, keeping and the use of the Material.
3. I realise that the Tissue Bank does not screen the tissue or fluid that it procures for the presence of any infectious agents. I am aware of the potential risks in handling such material and hereby give assurance that all procedures employed in the handling, storage and use of the supplied material meet standards set by either Clinical Pathology Accreditation (UK) Ltd or the Health and Safety Executive (or an equivalent governing body if applying from outside the UK). I agree to keep the Material secure and to ensure that no-one other than myself and authorised co-workers have access to the Material. I and the Institution where I am based will indemnify and hold harmless the Parkinson's Disease Society UK and Imperial College of Science Technology and Medicine against any damages, dispute or injury arising from a failure to maintain such safeguards.
4. I accept responsibility for gaining approval from the appropriate ethics committee for all work performed on Material that I receive from the Tissue Bank. I note that all procedures used by the Tissue Bank in the procurement, storage and distribution of tissue have been approved by the Wales Multi-Centre Research Ethics Committee **(07/MRE09/72)**.
5. I will at all times abide by the ethical and legal guidelines relating to the use of post-mortem human tissue for research purposes, such as those laid out by The Royal College of Pathologists in "Guidelines for the retention of tissue and organs at post-mortem examination, March 2000" (available at <http://www.rcpath.org>) as well as any other National Health Service and Medical Research Council guidelines and as may be amended from time to time (or an equivalent governing body if applying from outside the UK).
6. I will provide a short written summary of the work performed on Material supplied by the Tissue Bank one year after I have received the samples as well as on completion of the project. In addition, and upon request by the Parkinson's Disease Society UK or Imperial College of Science, Technology and Medicine, I shall supply information on the use and fate of the Material that I have received from the Tissue Bank, including the availability of any unused Material.
7. If work performed on Material supplied by the Tissue Bank generates ideas, rights, processes or products of potential commercial value, I and the Institution where I am based will enter

into a separate agreement with the Parkinson's Disease Society UK and Imperial College of Science, Technology and Medicine on all relevant intellectual property issues.

8. I will not sell or transfer to a third party any intellectual property rights arising from work performed on material supplied by the Tissue Bank without written agreement from the Parkinson's Disease Society UK and Imperial College of Science, Technology and Medicine.
9. The Material is supplied to me without cost but I agree to bear any shipping and related costs that may be incurred in relation to the sending of the Tissue to me.
10. I agree to cite the contribution made by the Tissue Bank in the "Materials and Methods" and "Acknowledgements" section of all publications arising from research performed on material that it has supplied and will send copies of such publications to the Tissue Bank manager. The Tissue Bank should be acknowledged in the following manner:

"Tissue (or cerebrospinal fluid) samples were supplied by the Parkinson's Disease Society Tissue Bank at Imperial College, funded by the Parkinson's Disease Society of the United Kingdom, registered charity 948776."

The Tissue Bank shall be entitled to use the contents of such publications for the promotion of the work of the Tissue Bank. Members of the Tissue Bank may request co-authorship when the provision of tissue has required particularly time consuming protocols.

11. I agree that the unused Tissue shall be immediately returned (i) in the event that I am in breach of any of the conditions of this Agreement, or (ii) at any other time upon the reasonable written request of the Tissue Bank e.g. detection of an infection. If the Tissue Bank so dictates, I shall destroy the Tissue in accordance with current NHS guidelines instead of returning it.
12. My right to undertake the obligations and give the undertakings detailed in this agreement is confirmed by the signature of an authorised representative of the Institution of which I am an employee.

**Signature of the Tissue requester:**

Signed: .....

Name: .....

Date: .....

**Signature on behalf of the Employer:**

Signed: .....

Name: .....

Date: .....

Position Held: .....