

ADVOR INVESTIGATOR MEETING

1 October 2018



Agenda

13:30

- Introduction KCE & ZOL AV

13:45

- Study and protocol presentation

15:15

- Data management

15:45

- Coffee break

16:00

- Study practicalities

16:25

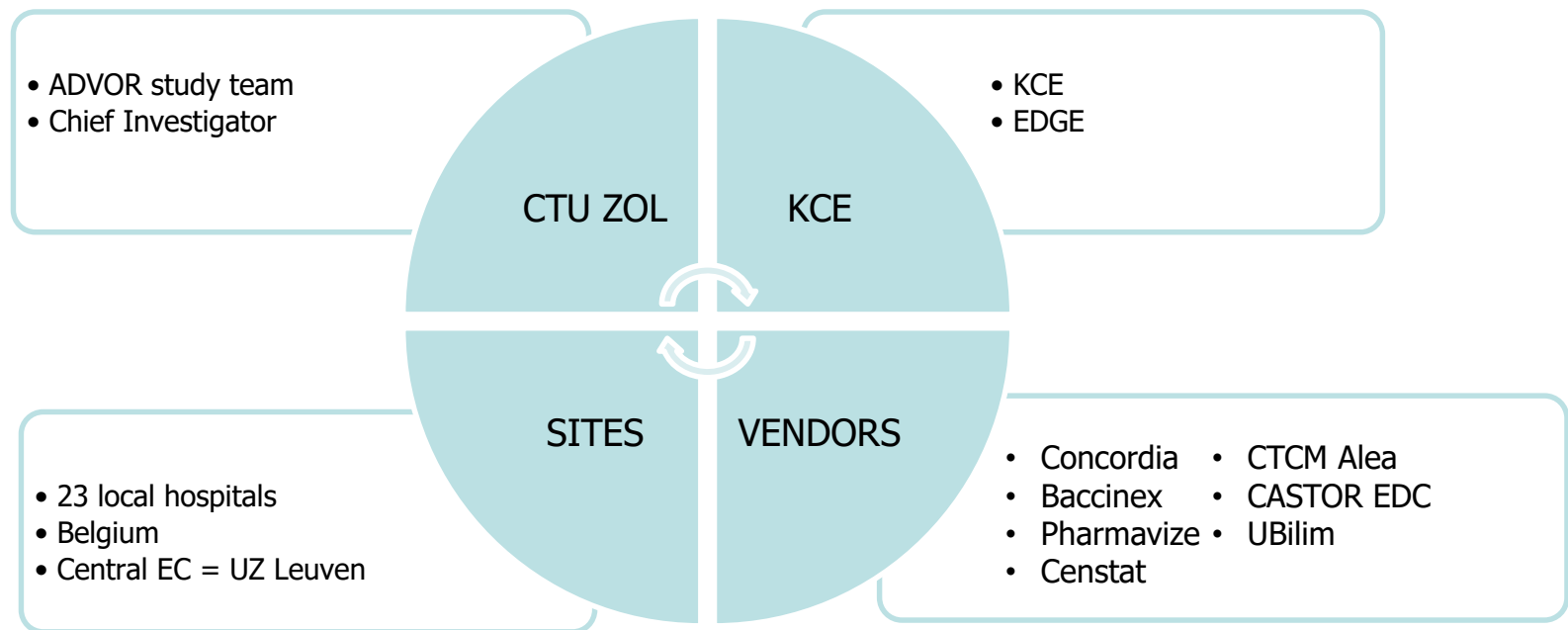
- EDGE

16:40

- Q&A

Introduction ADVOR study

- Non-commercial
- Multi-center
- Study sponsor = Ziekenhuis Oost Limburg (ZOL) AV
- Funder = Federaal Kenniscentrum voor de Gezondheidszorg (KCE)



Geographic distribution of the participating sites



ADVOR team



Chief Investigator

* Prof Dr Wilfried Mullens



Scientific team

- * Dr Matthias Dupont
- * Dr Pieter Martens
- * Dr Jeroen Dauw
- * Dr Jozine Ter Maaten



Study team

- * Evi Theunissen
- * Katrien Tartaglia
- * Liesbet Van Brussel
- * Elly Vandermeulen
- * Marlies Dictus
- * Ward Eertmans

Trial Steering Committee (TSC)

TSC members:	
Chief Investigator	Wilfried Mullens MD, PhD
Representative of Sponsor	Griet Vander Velpen MD
Representative of funder (KCE)	Jilly Harrison
Representatives of participating centers	Matthias Dupont MD Walter Droogné MD Pierre Troisfontaines MD
Independent experts	Alexandre Mebazaa MD PhD Frank Ruschitzka MD PhD Johan Lassus MD PhD Kevin Damman MD PhD Gerasimos Filippatos MD PhD Frederik Verbrugge MD PhD Pieter Martens MD
Statistician	Liesbeth Bruckers
Trial Coordinator	Katrien Tartaglia

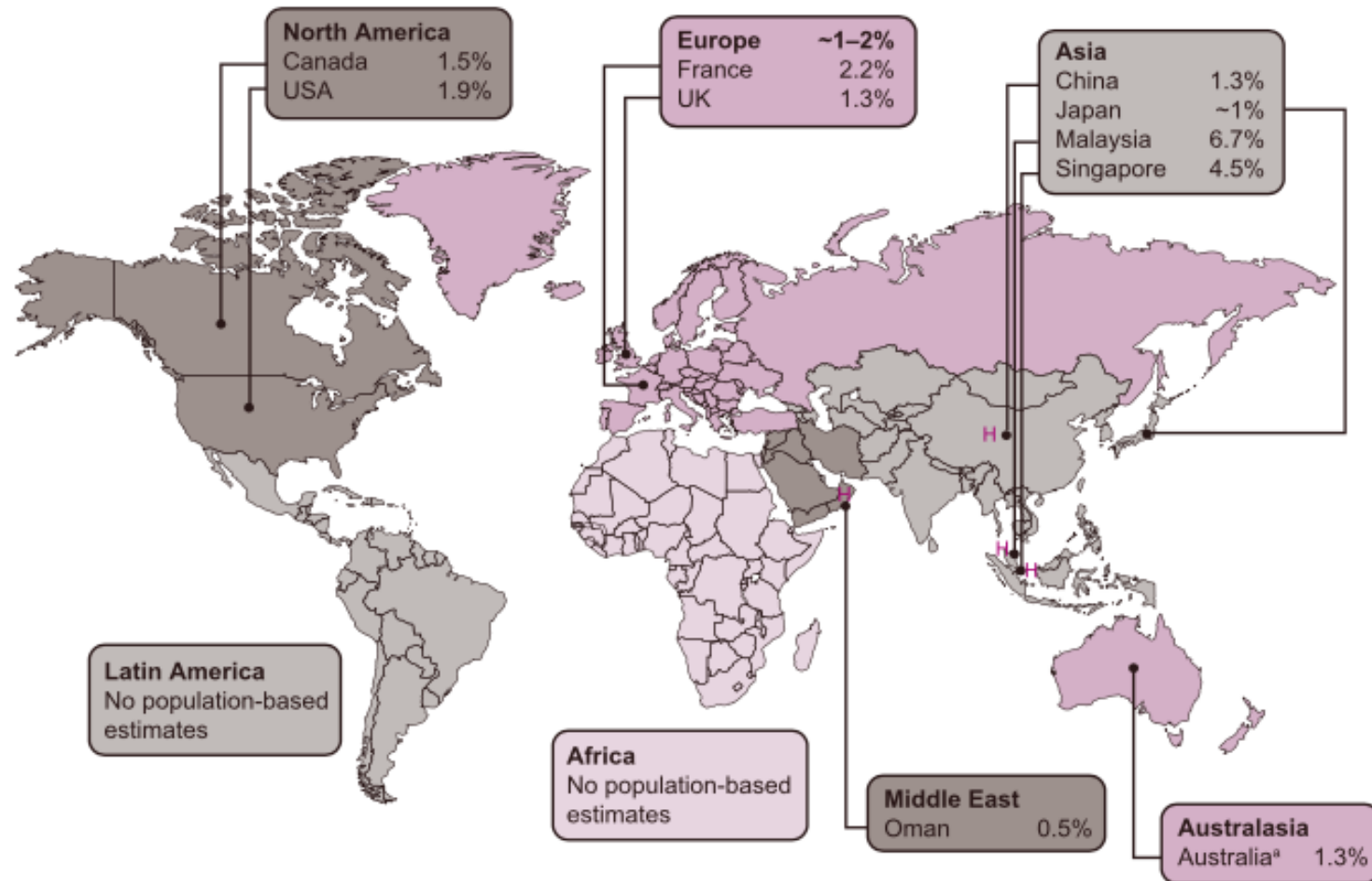
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13:30	• Introduction KCE & ZOL AV
13:45	• Study and protocol presentation
15:15	• Data management
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16:00	• Study practicalities
16:25	• EDGE
16:40	• Q&A

Study rationale and set-up

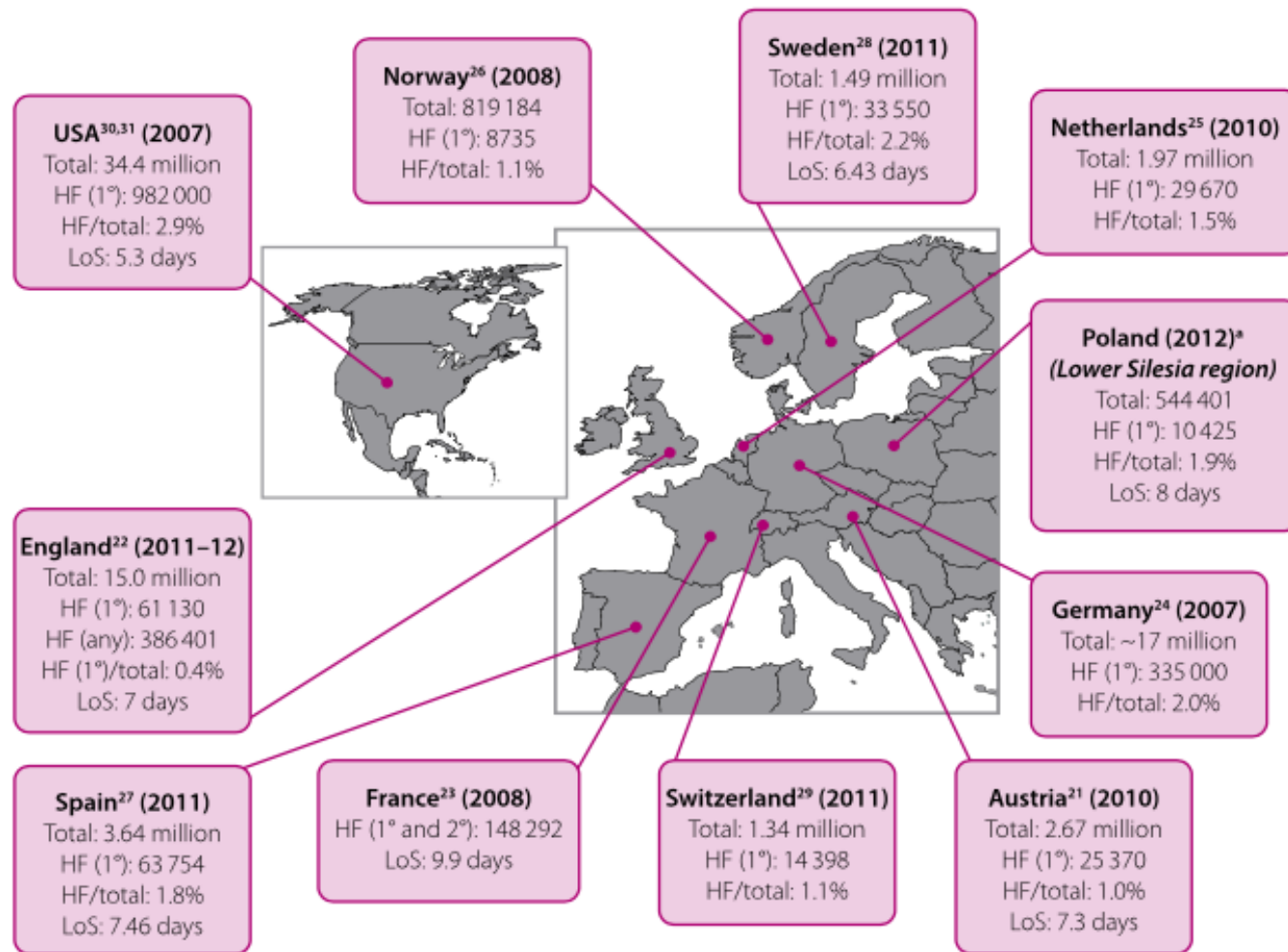
Presenter: Prof. Dr. Wilfried Mullens

HF prevalence

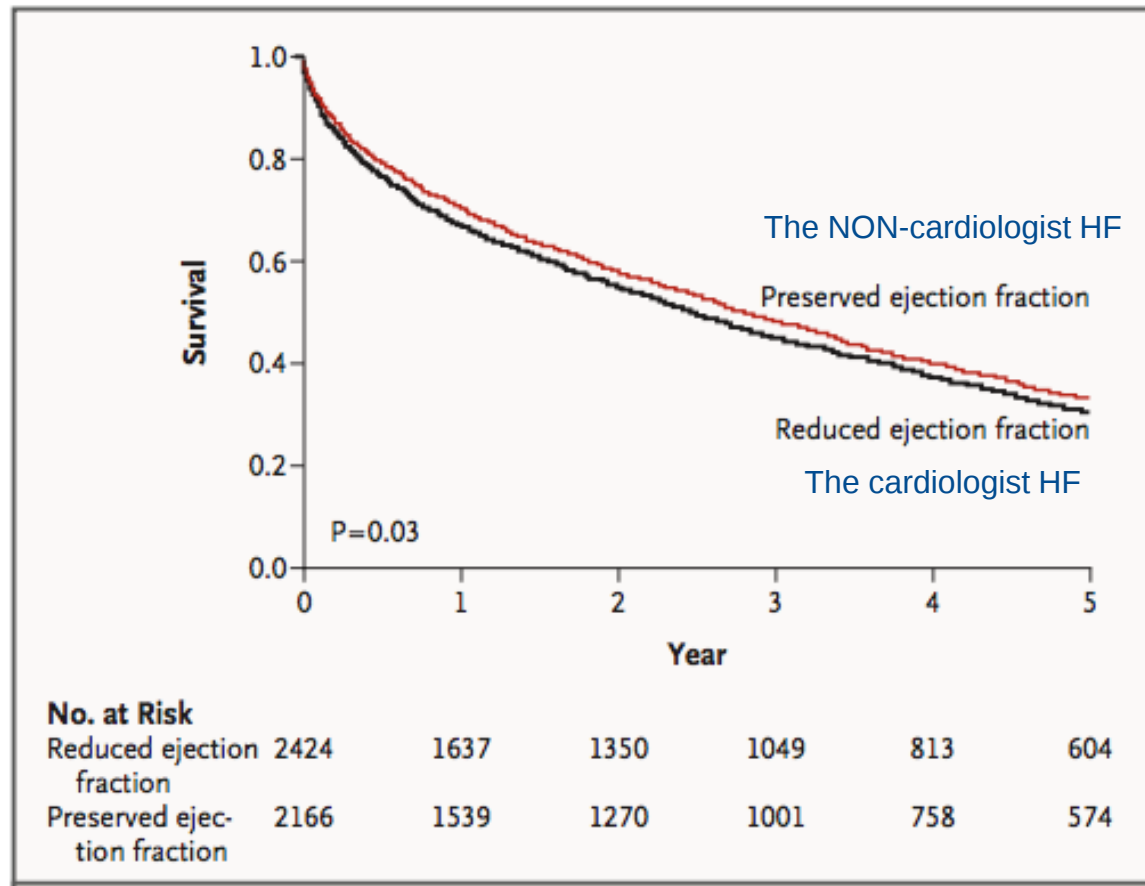


Ponikowski P et al. ESC Heart Fail 2014;1:4-25.

Hospitalization for HF US 3% > EU 1,5%

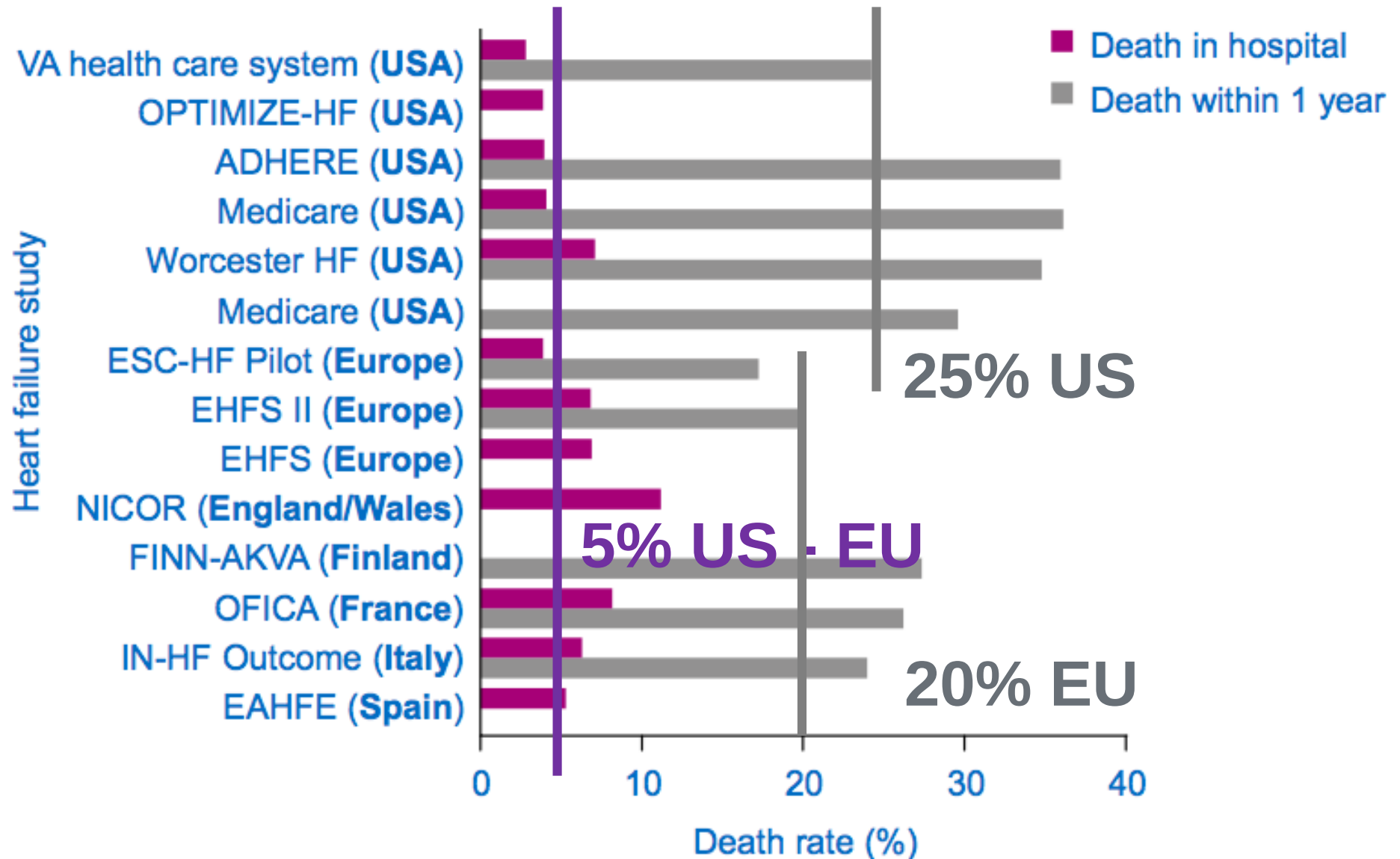


Different Types of Heart Failure, prognosis

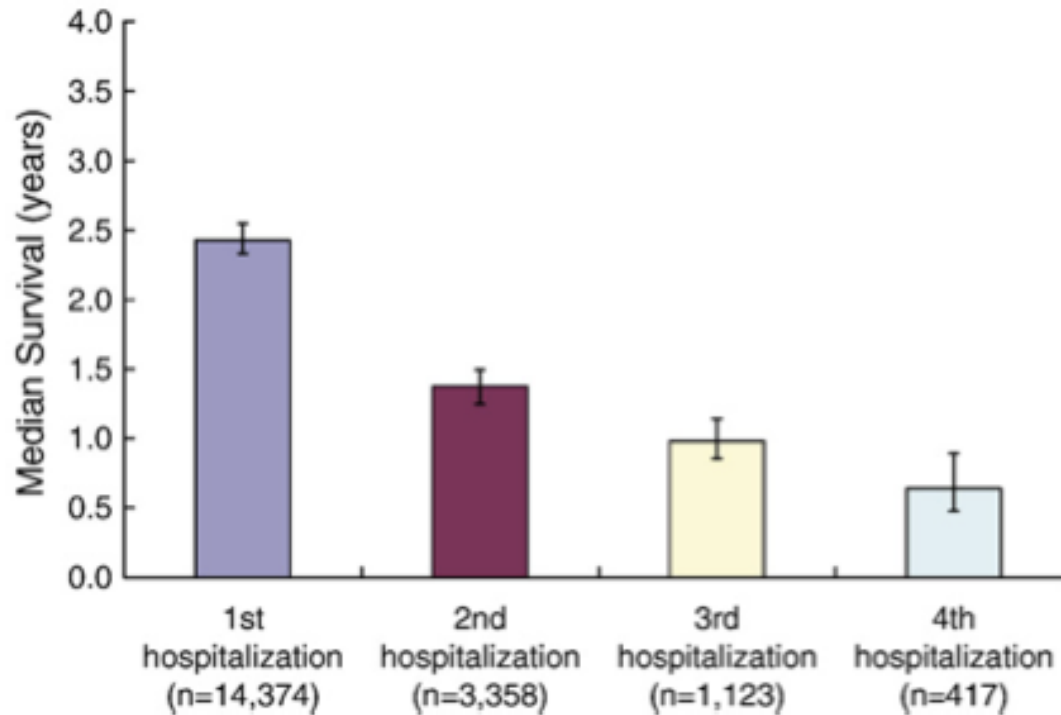


Bhatia et al. NEJM 2006;355:251-9

HF hospitalization associated with mortality



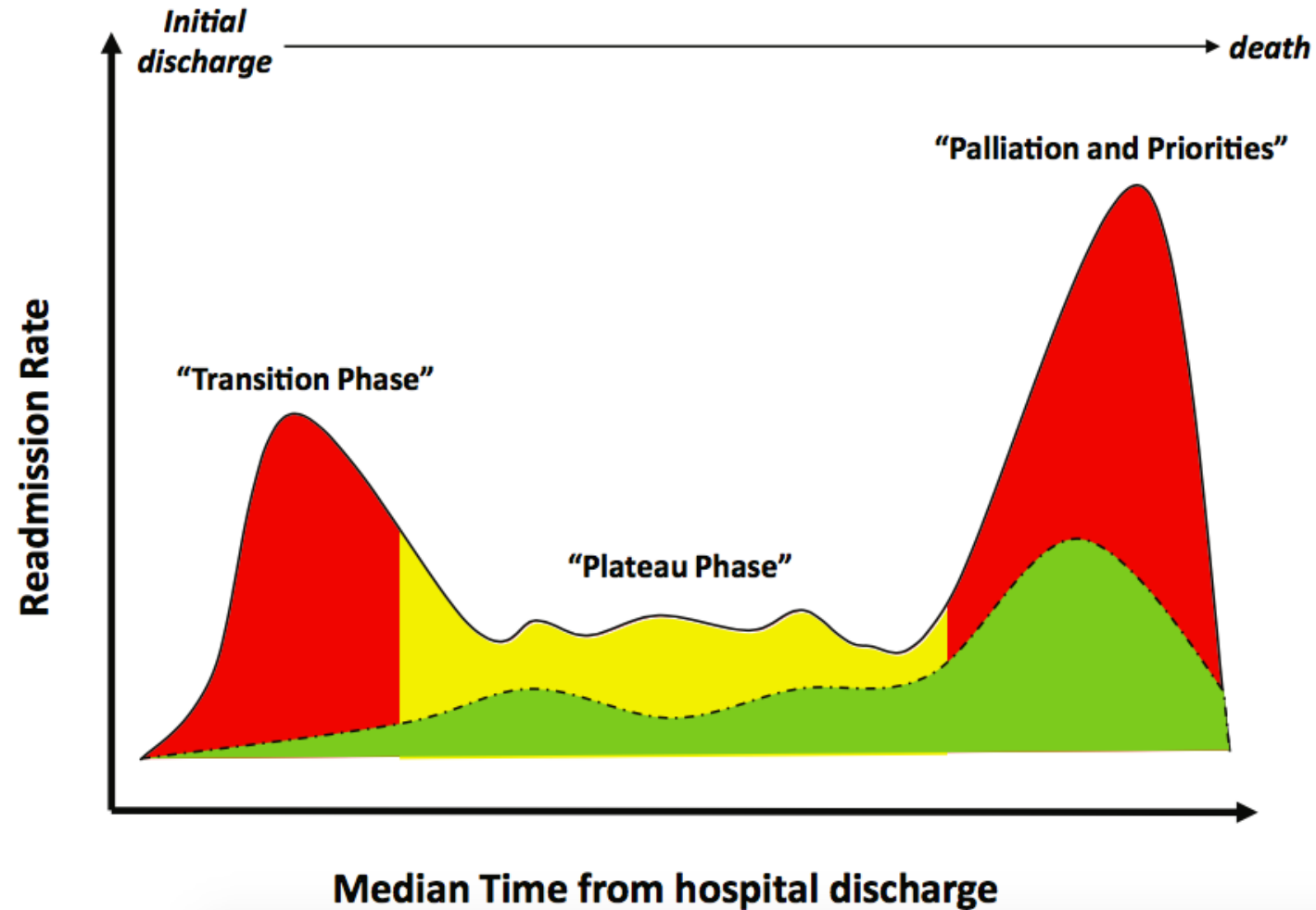
Number of HF hospitalisations related to mortality



Median survival (50% mortality) and 95% confidence limits in patients with HF after each HF hospitalization.

Setoguchi S, Stevenson L. Am Heart J 2007;154:260-6.

Risk for HF hospitalisation



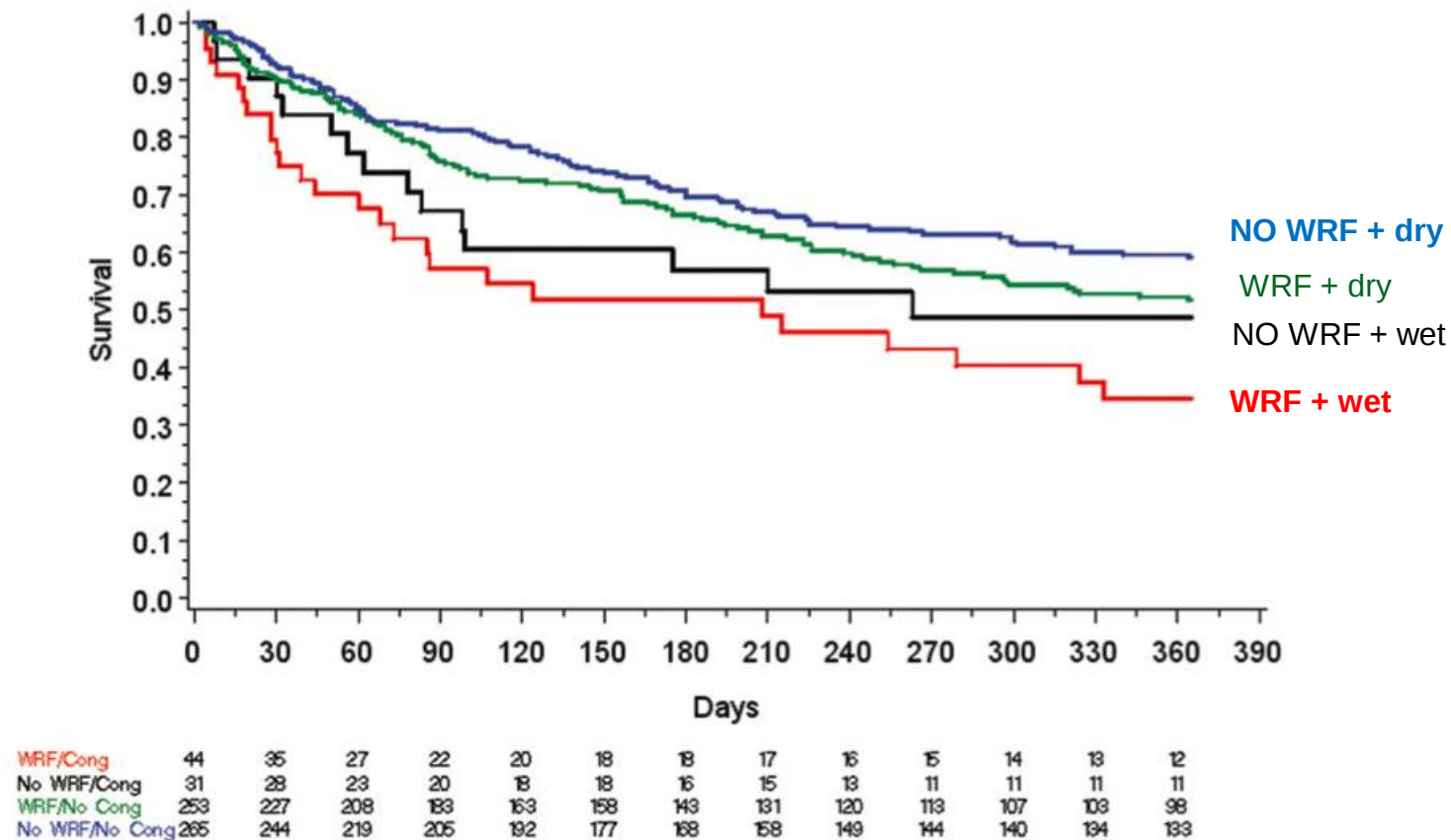
Re-Hospitalization for HF US > EU

Study	Country/region	Rehospitalization rate (%)	
Medicare ⁴⁹	USA	30-day	24.8
Medicare ⁵¹	USA	30-day	26.9
VA health care system ⁵²	USA	30-day	22.5
ADHERE ⁸	USA	30-day	22.1
		1-year	65.8
Medicare ⁵⁰	USA	30-day	22.7
		1-year	67.0
Medicare ³⁸	USA	6–9-month	60
EHFS I ¹⁰	Europe	12-week	24.2
ESC-HF Pilot ⁴	Europe	1-year ^a	43.9
EAHFE ⁴⁸	Spain	1-year	27.2
CCU ⁴⁷	Italy	6-month	38.1
IN-HF Outcome ⁴⁶	Italy	1-year	30.7

ADHERE, Acute Decompensated Heart Failure National Registry; CCU, cardiac care unit; EAHFE, Epidemiology Acute Heart Failure Emergency; EHFS, EuroHeart Failure Surveys; ESC-HF, European Society of Cardiology–Heart Failure; IN-HF, Italian Registry on Heart Failure; VA, Veterans Affairs.

EU: 15% @ 30 day – 45% @ 1 year
US: 25% @ 30 day – 65% @ 1 year

Recently Hospitalized: 60% risk at 1 year when ongoing congestion

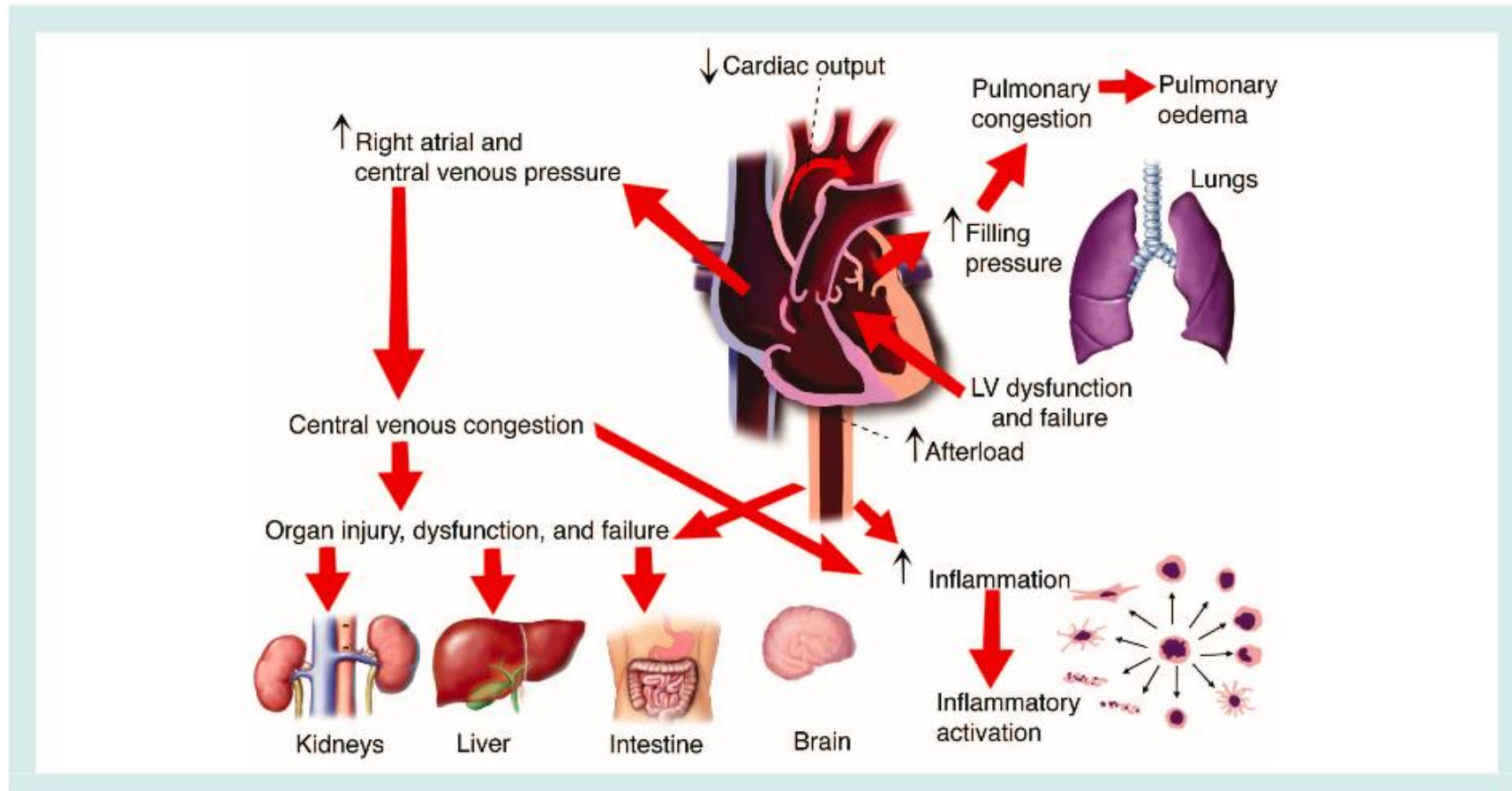


Metra M et al. *Circ Heart Fail.* 2012;5:54-62

Assessing and grading congestion in acute heart failure: a scientific statement from the Acute Heart Failure Committee of the Heart Failure Association of the European Society of Cardiology and endorsed by the European Society of Intensive Care Medicine

Patients with acute heart failure (AHF) require urgent in-hospital treatment for relief of symptoms. The main reason for hospitalization is congestion, rather than low cardiac output. Although congestion is associated with a poor prognosis, many patients are discharged with persistent signs and symptoms of congestion and/or a high left ventricular filling pressure. Available data suggest that a pre-discharge clinical assessment of congestion is often not performed, and even when it is performed, it is not done systematically because no method to assess congestion prior to discharge has been validated. Grading congestion would be helpful for initiating and following response to therapy. We have reviewed a variety of strategies to assess congestion which should be considered in the care of patients admitted with HF. We propose a combination of available measurements of congestion. Key elements in the measurement of congestion include bedside assessment, laboratory analysis, and dynamic manoeuvres. These strategies expand by suggesting a routine assessment of congestion and a pre-discharge scoring system. A point system is used to quantify the degree of congestion. This score offers a new instrument to direct both current and investigational therapies designed to optimize volume status during and after hospitalization. In conclusion, this document reviews the available methods of evaluating congestion, provides suggestions on how to properly perform these measurements, and proposes a method to quantify the amount of congestion present.

Congestion and end-organ dysfunction



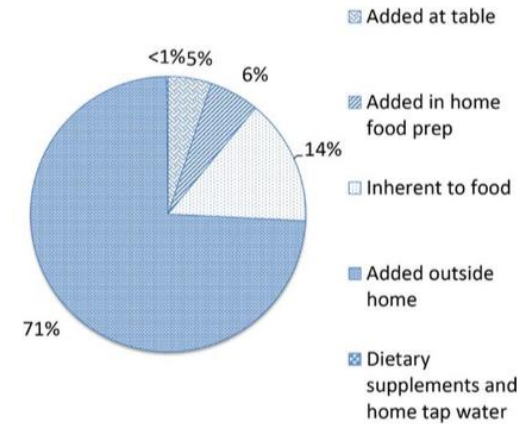
Reduction in congestion more than improvement in output should be the goal

Harjola VP, Mullens W, et al. Eur J Heart Fail 2017;19:821-836.

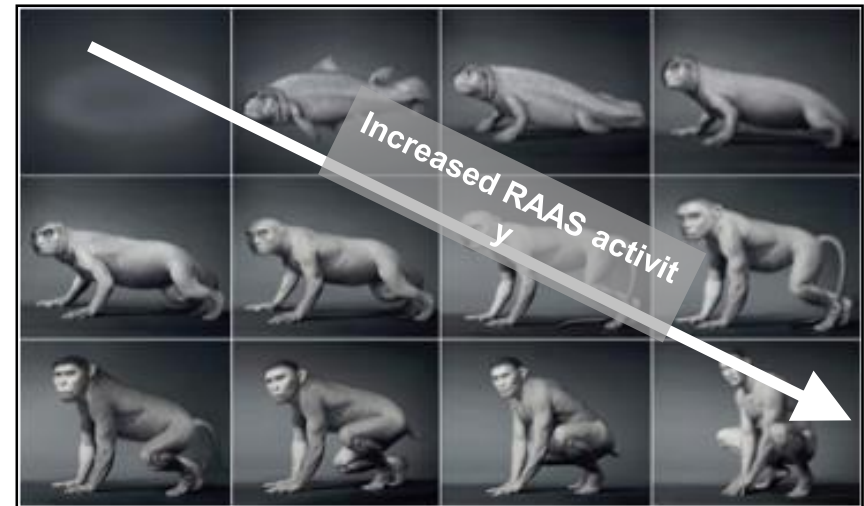
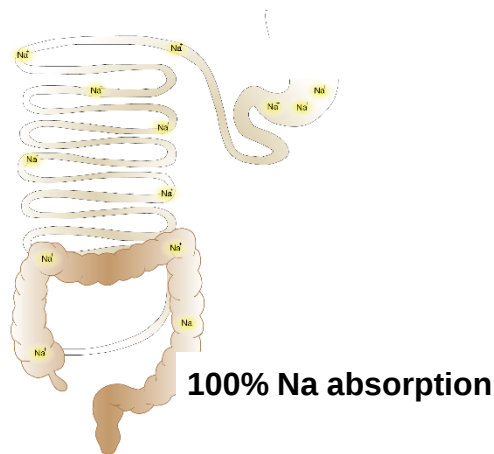
The core of the problem = our unnatural craving for salt



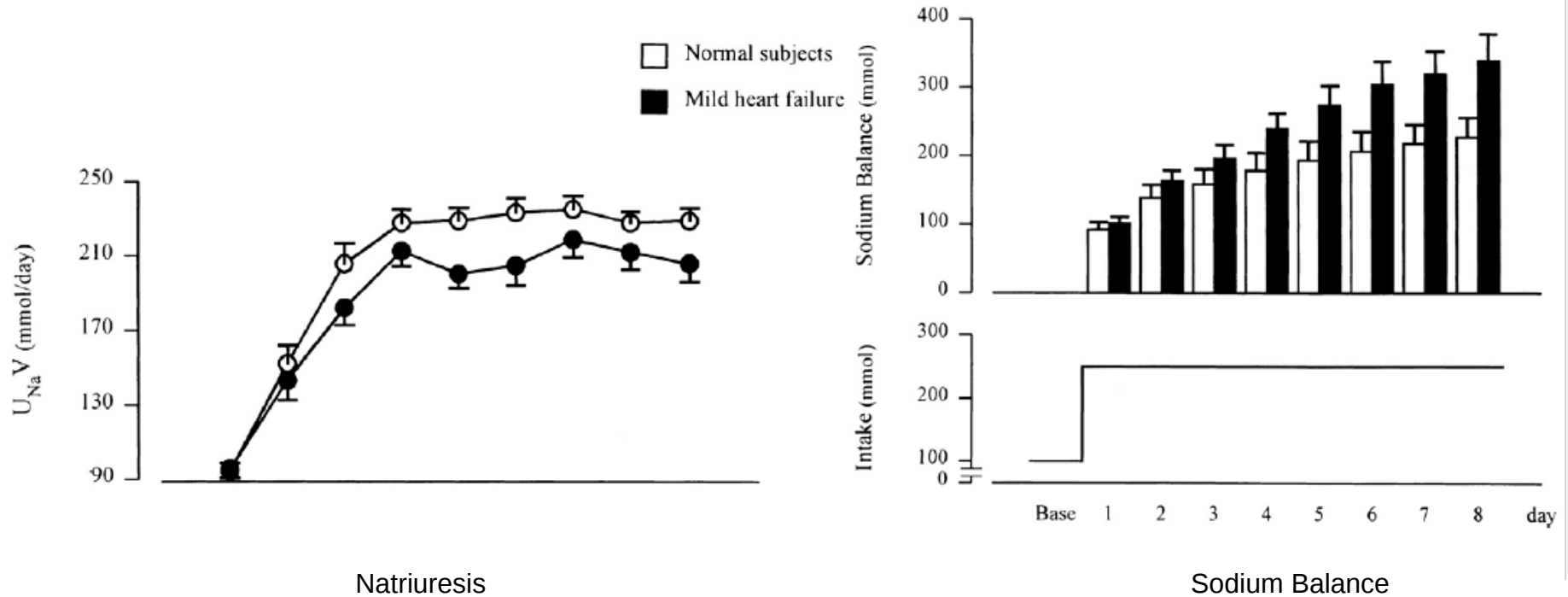
De Souza. *Appetite* 2012



Harnack L. *Circulation* 2017;135:1775-1783



Positive sodium balance - very fast



Volpe M et al. Hypertension 1997

Loss of appropriate natriuresis can be restored with exogenous BNP in preclinical HF

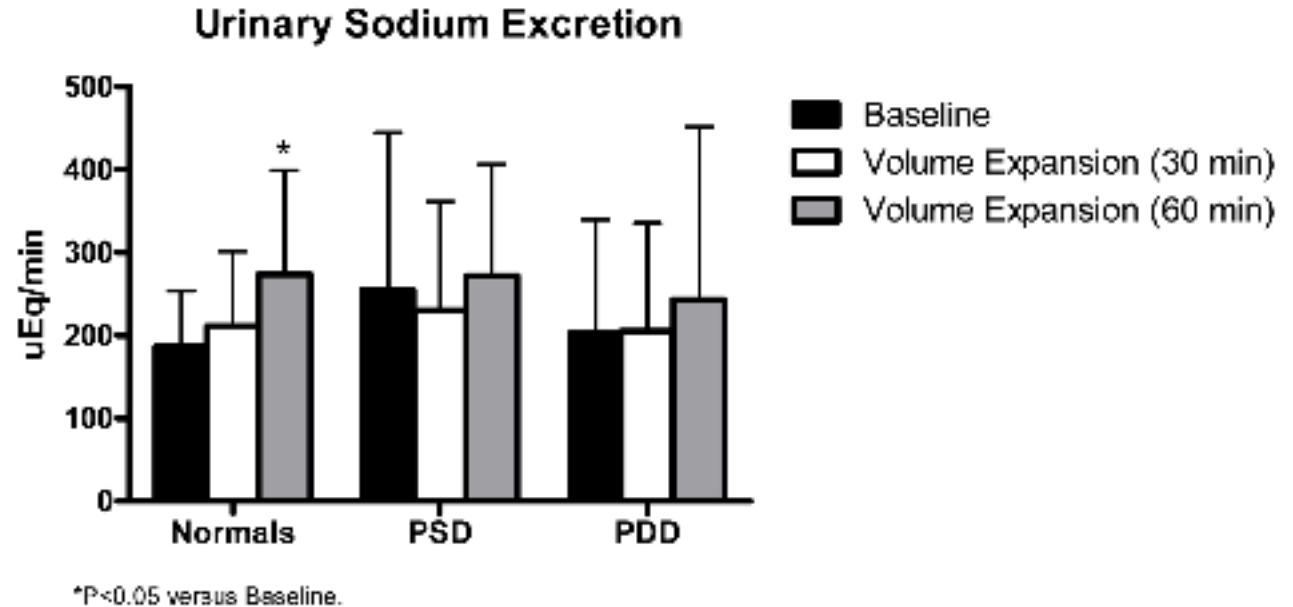
Journal of the American College of Cardiology
© 2011 by the American College of Cardiology Foundation
Published by Elsevier Inc.

EDITORIAL COMMENT

The Early Intertwining of the Heart and the Kidney Through an Impaired Natriuretic Response to Acute Volume Expansion*

Wilfried Mullens, MD, PhD,††
W. H. Wilson Tang, MD§

Genk and Hasselt, Belgium; and Cleveland, Ohio



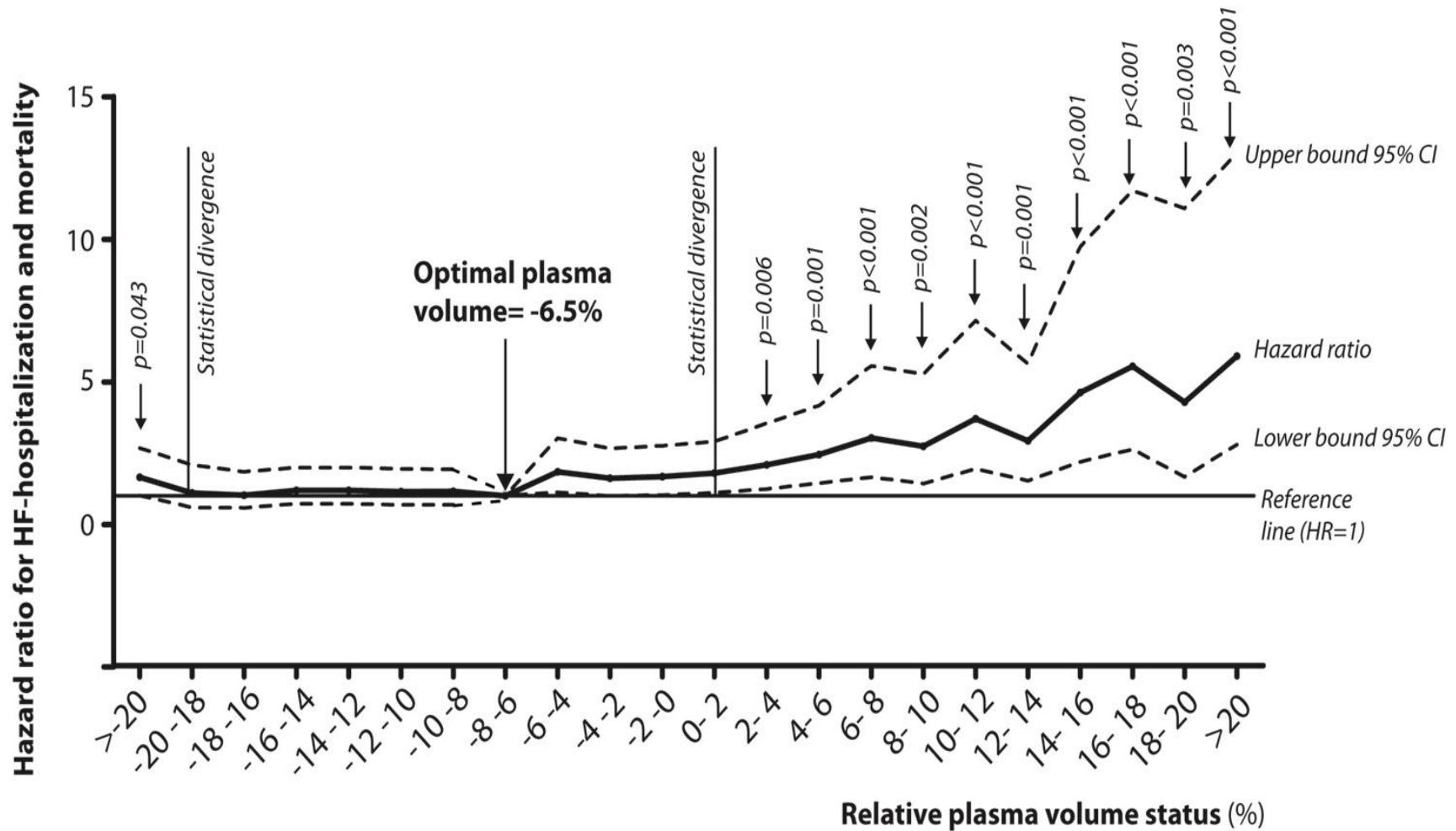
McKie P et al / Mullens W et al J Am Coll Card 2011.

It doesn't only end but it also starts with the kidney

Role of Na in Congestion

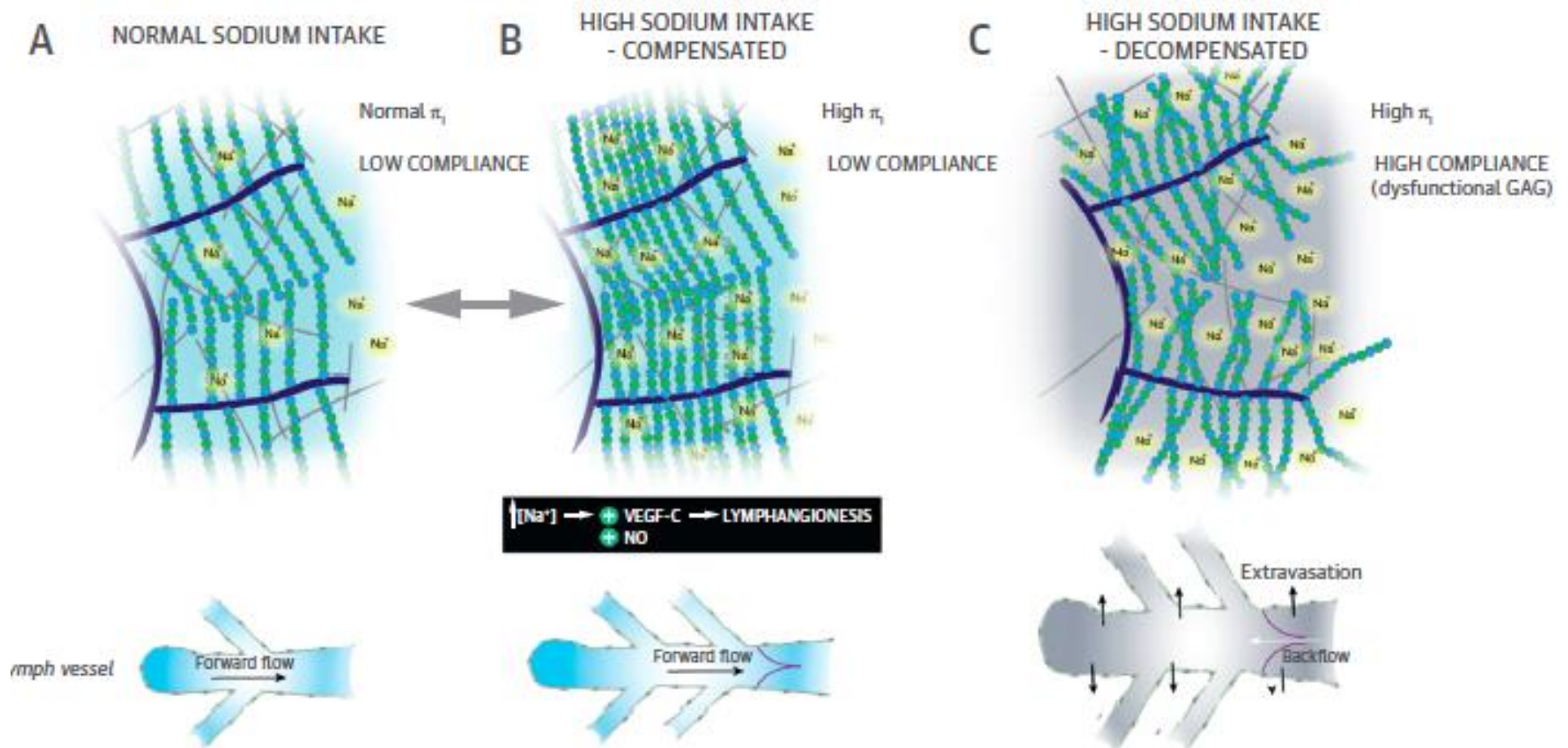
- 1) Increase in plasma volume
- 2) Increase in interstitial sodium content
- 3) Increase in vasoreactivity

Optimal plasma volume in relation to outcome



Martens P, Mullens W et al. J Card Fail, in review.

Buffering of sodium in Interstitium: 'not all are equal'

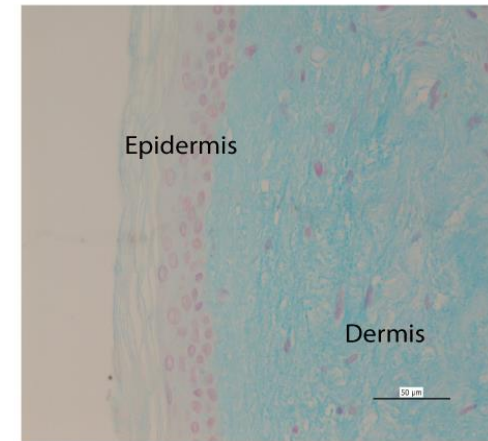
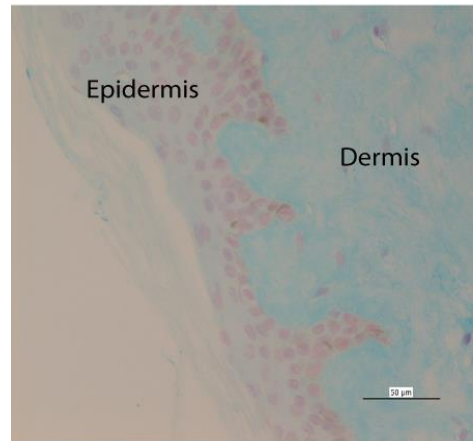


GAGs in skin and link with RAAS

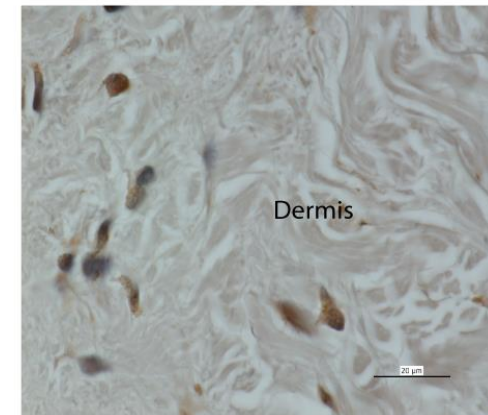
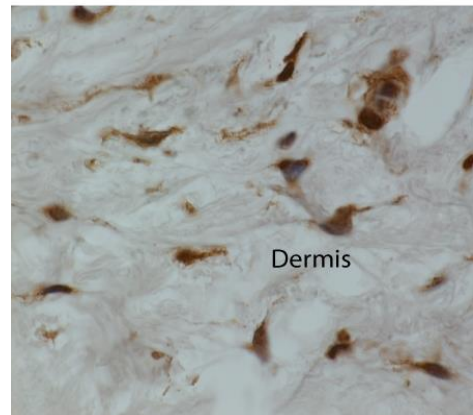
Healthy

HFrEF

Alcian blue



Angiotensin II type 1 receptor

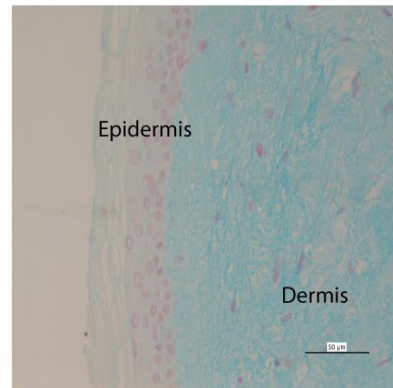
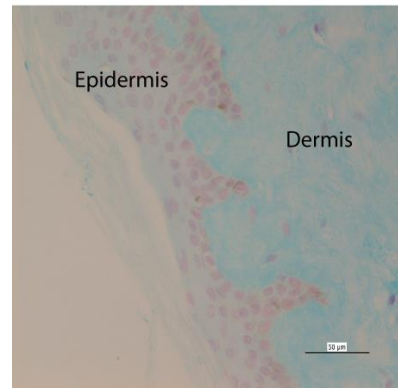


GAGs in skin and link with RAAS

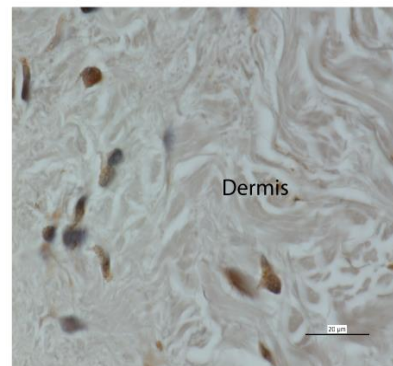
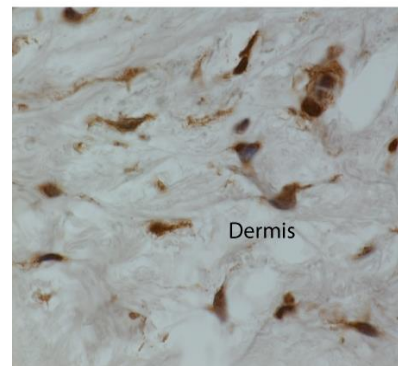
Healthy

HFrEF

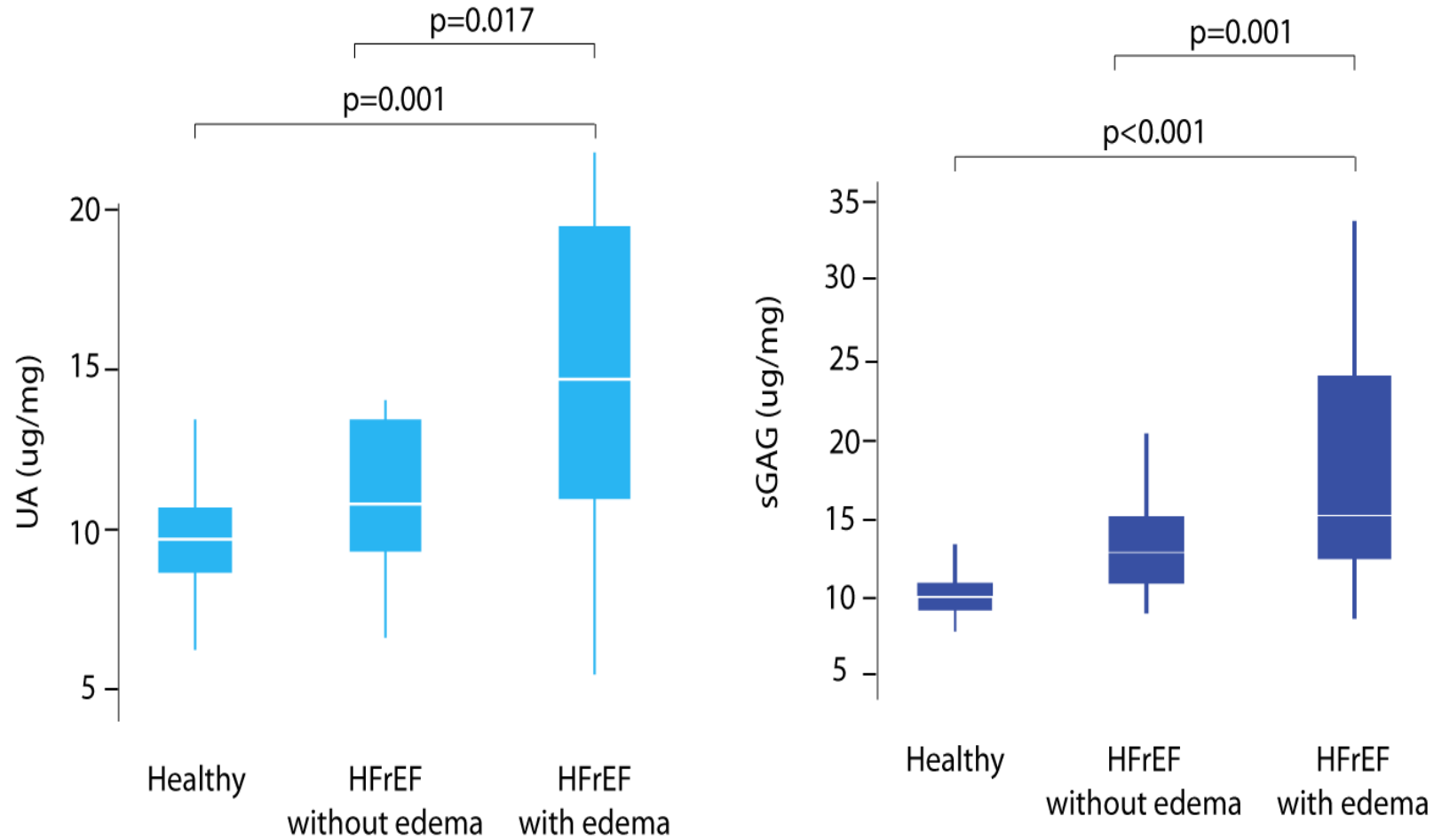
Alcian blue



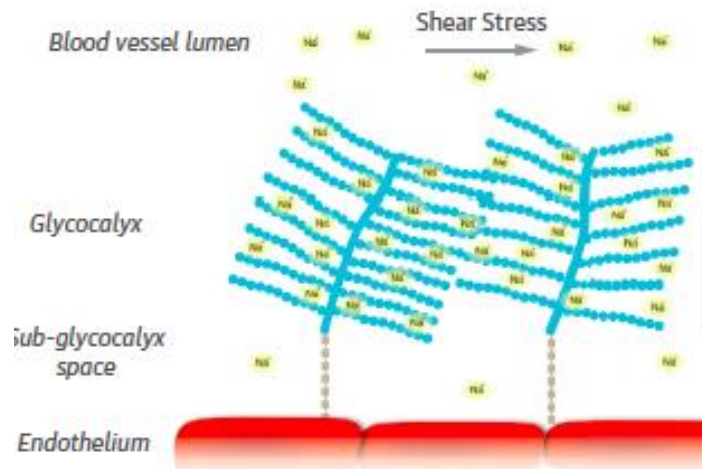
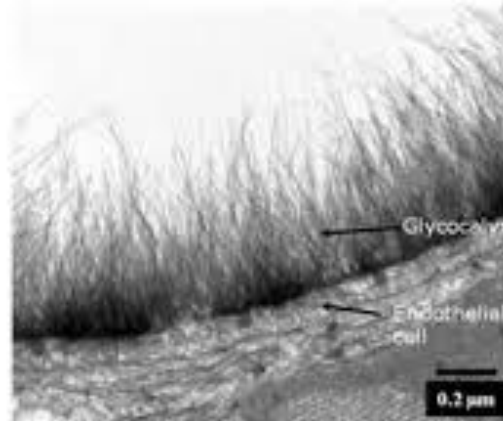
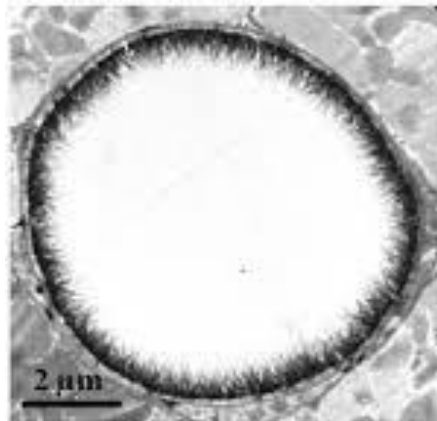
Angiotensin II type 1 receptor



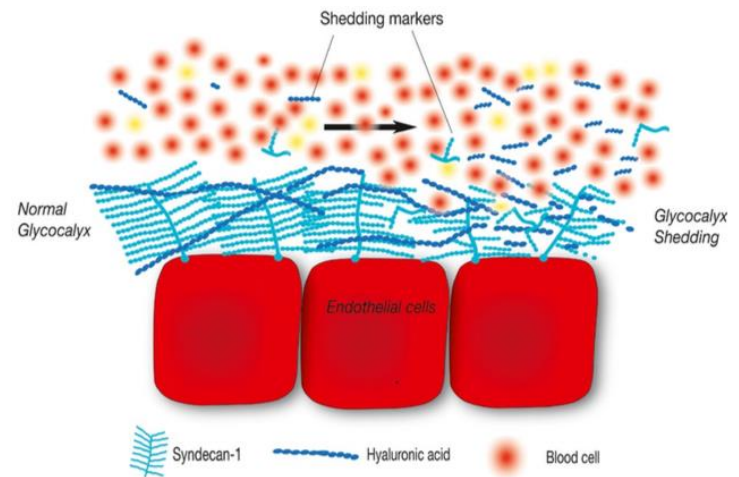
More GAGs in HF / edema



Sodium Handling by Endothelium is determined by Glycocalix

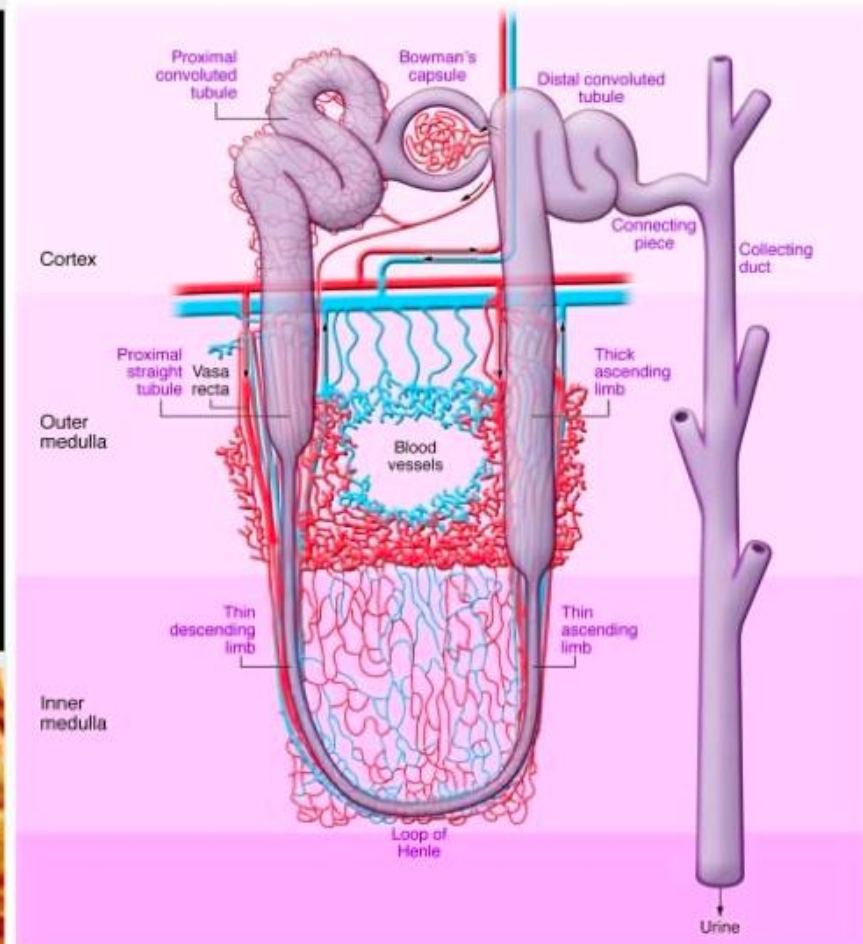
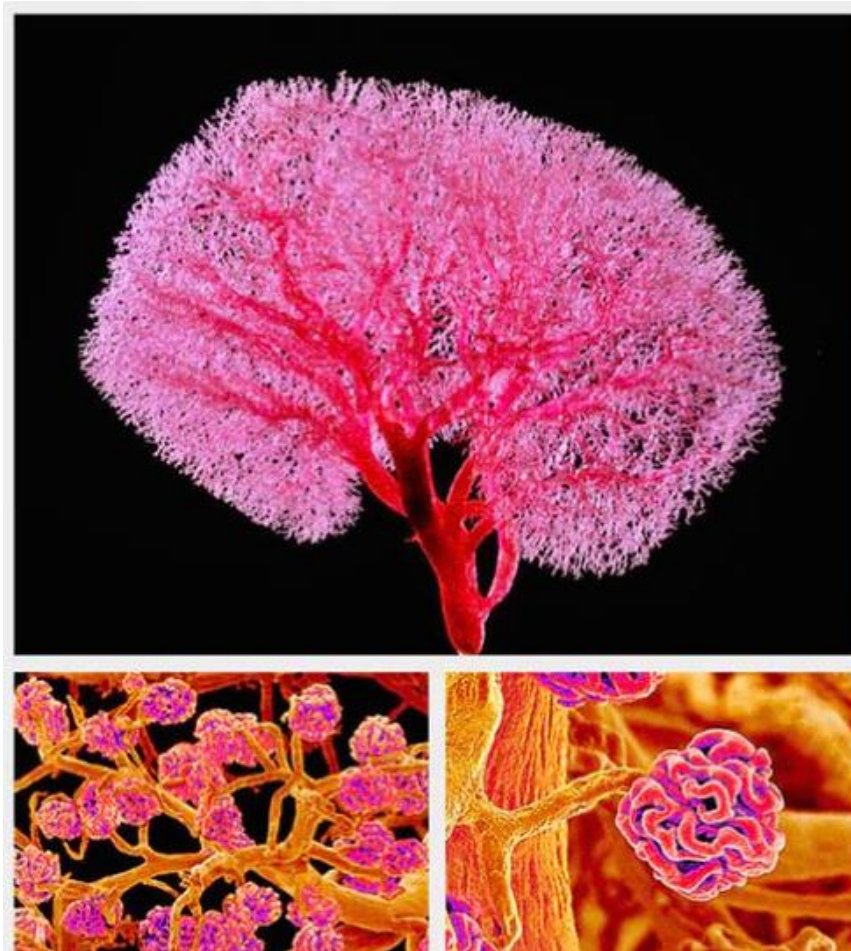


Heart Failure



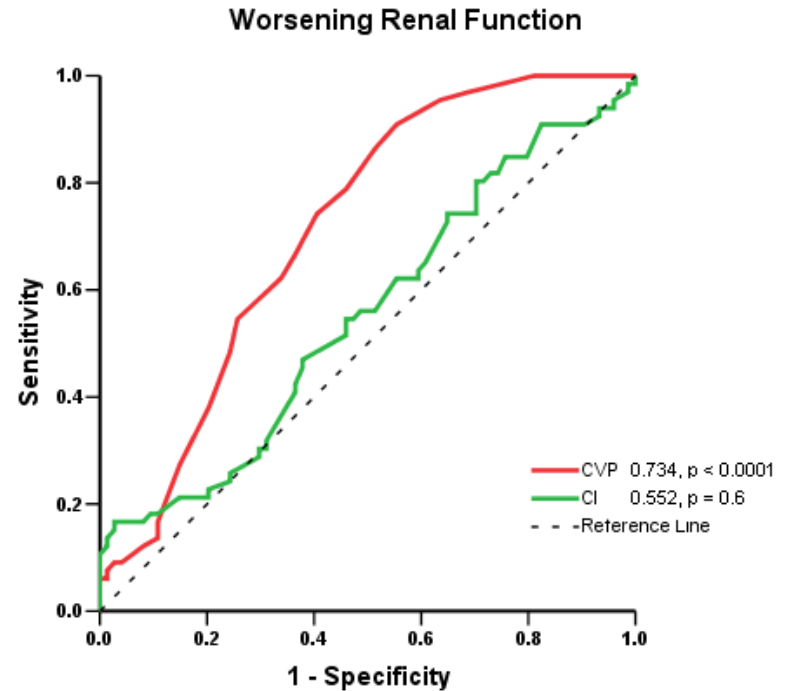
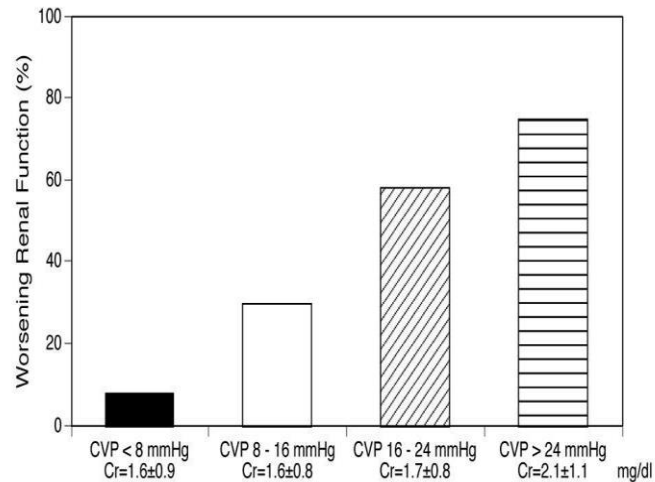
What organ do we need to get rid of Na?

Kidney: a remarkable vascular organ



Bonventre LI. J Clin Invest 2011

Cardiac Output or Central Venous Pressure

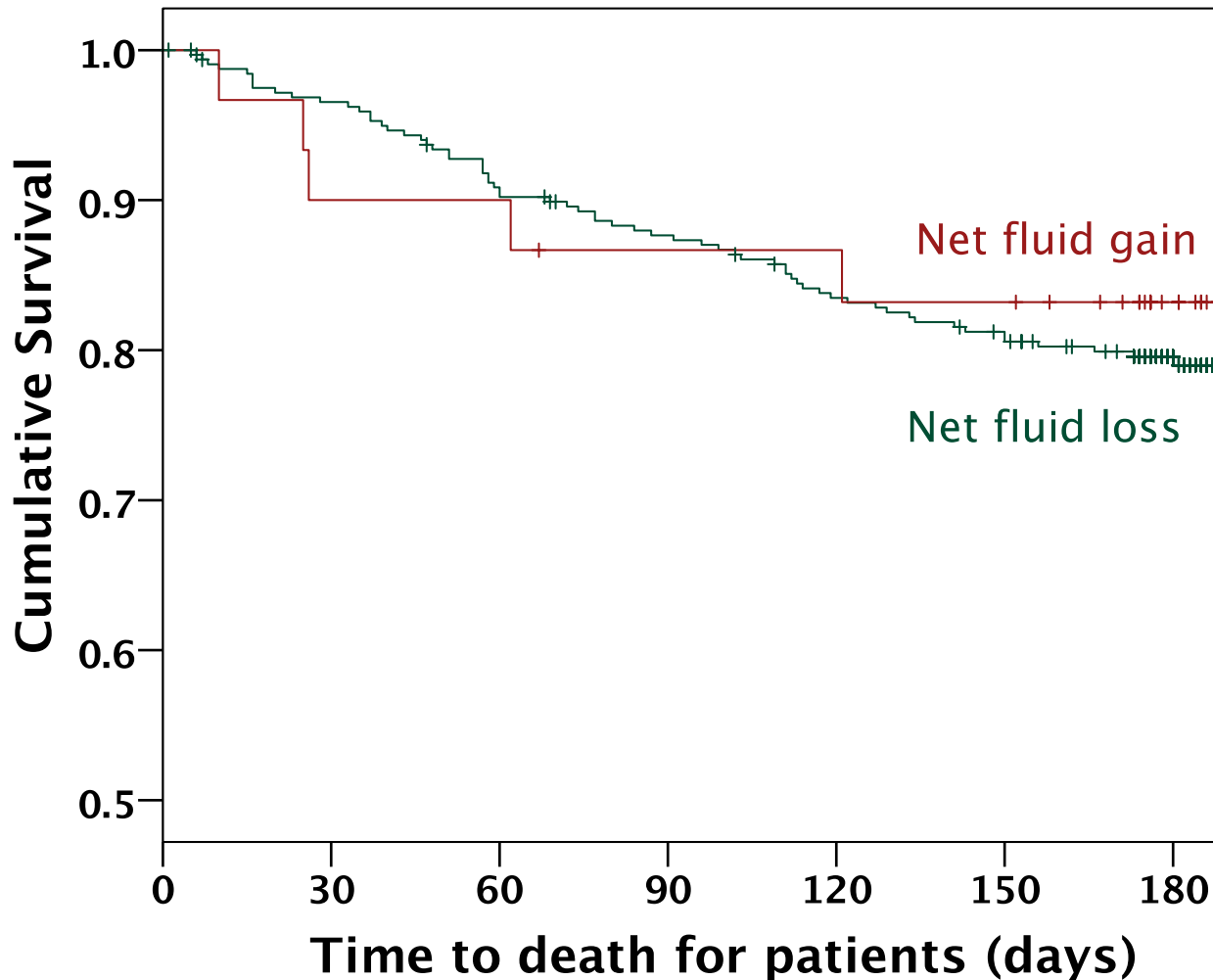


Increased CVP contributes to WRF in patients admitted with low-output HF

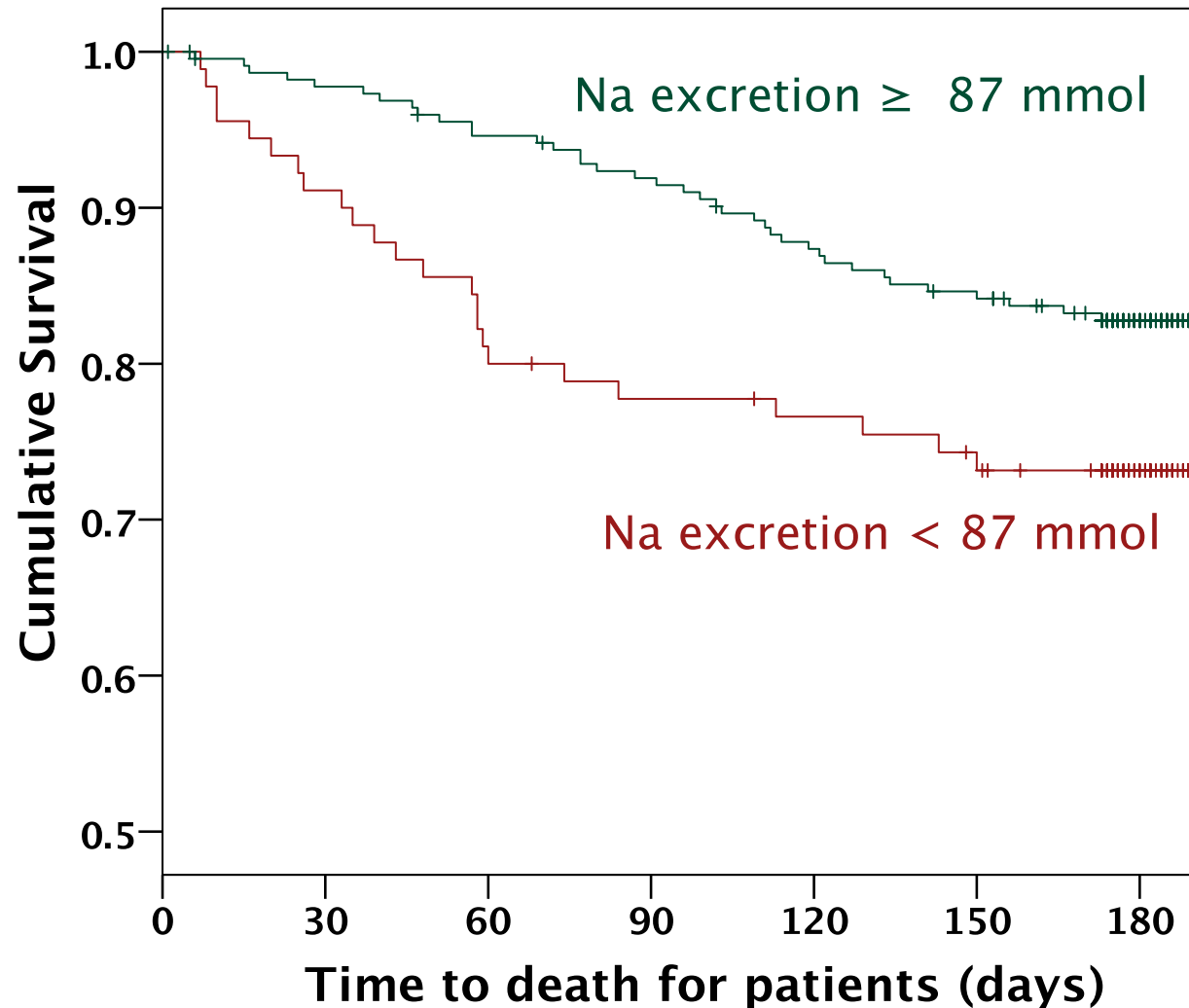
Mullens W et al. J Am Coll Card 2009;53:589-96.

What matters most....Na or H₂O excretion?

CaNet fluid loss doesn't predict survival (ROSE-HF)



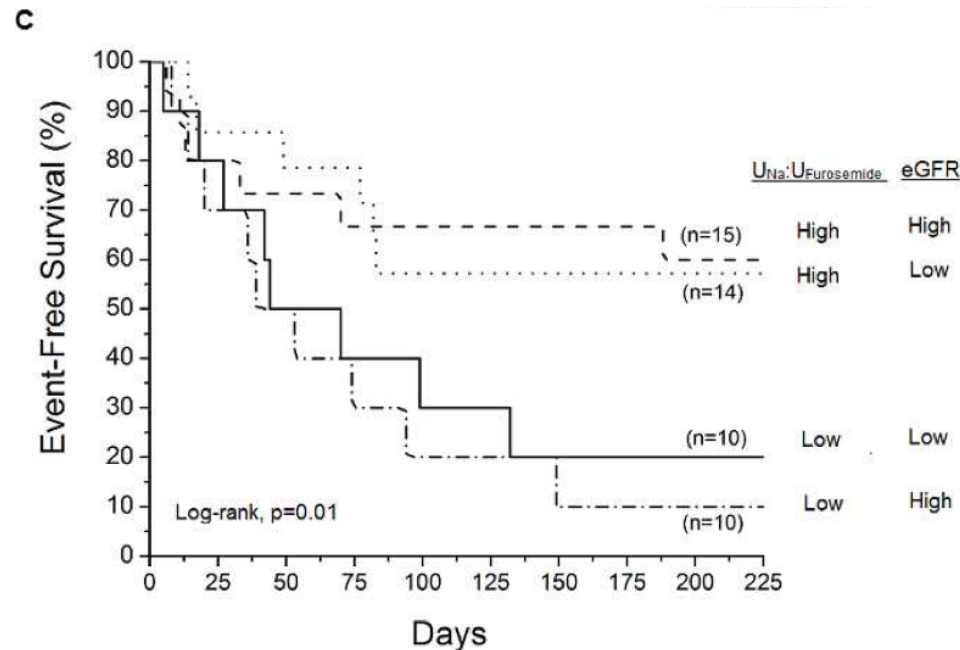
However, sodium excretion is significantly associated with survival (ROSE-HF)



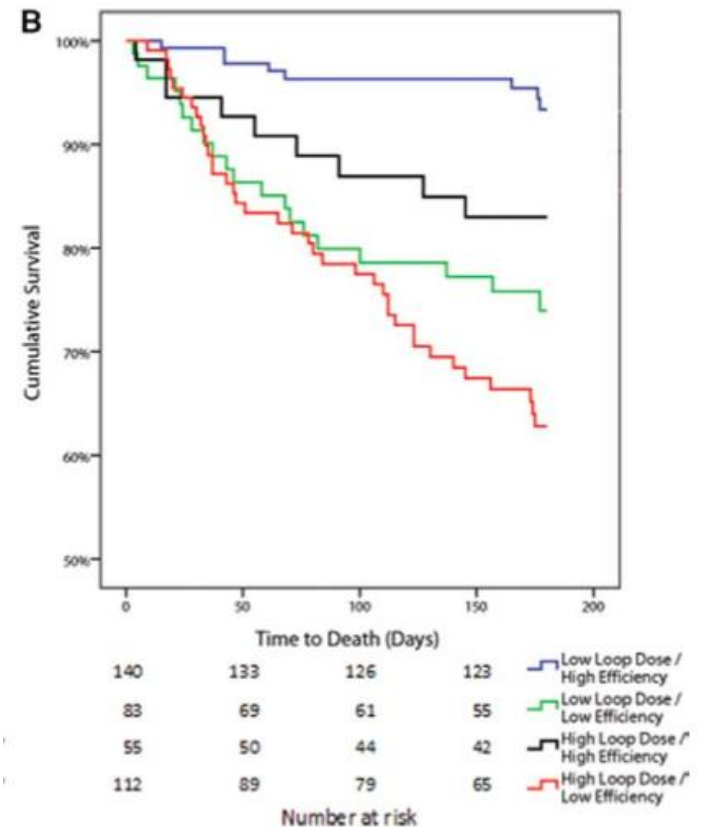
Post-Diuretic spot Urinary Sodium to guide diuretic therapy?

Hospitalized HF - Urinary Na < 50, poor prognosis

Loop diuretic responsiveness = 'natriuresis/mg loop'
≈ outcome

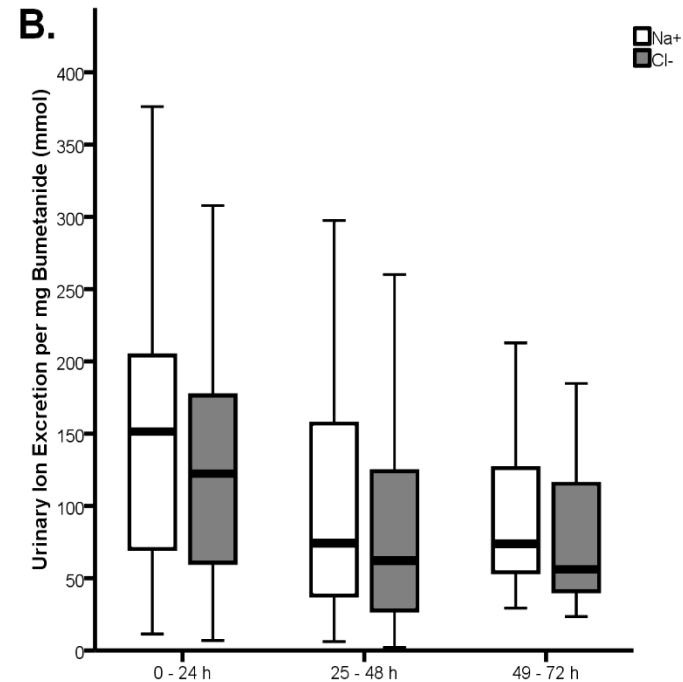
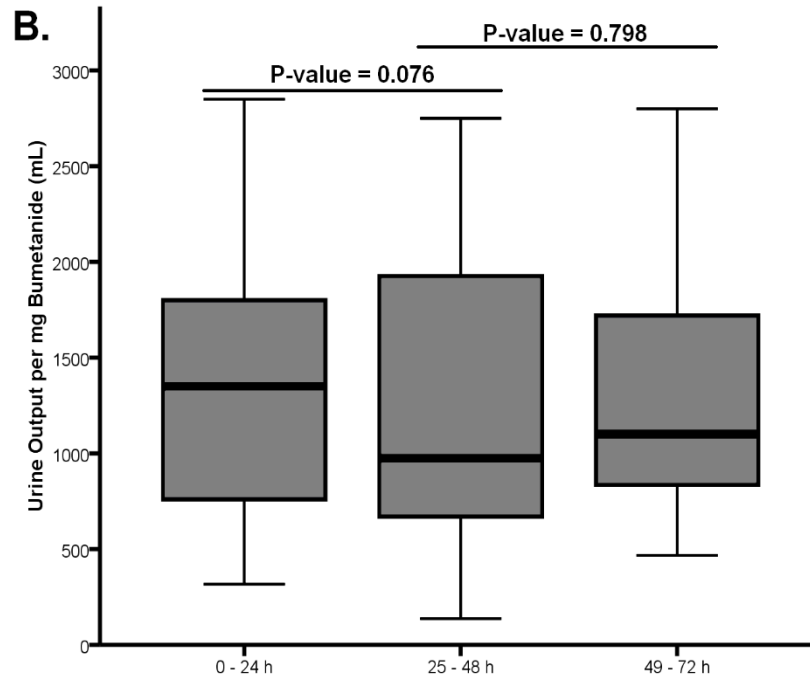


Singh D, Mullens W, et al. *J Card Fail* 2014; 20:392-9.



Testani J et al. *Circ Heart Fail* 2014; 7:261-70.

Urinary Composition during Decongestion with Loop Diuretic Therapy



Progressive decrease in Urinary Na and Cl but NOT in urine output when only loop diuretics are used
(even after correction for diuretic dose)

How to increase renal Na excretion?

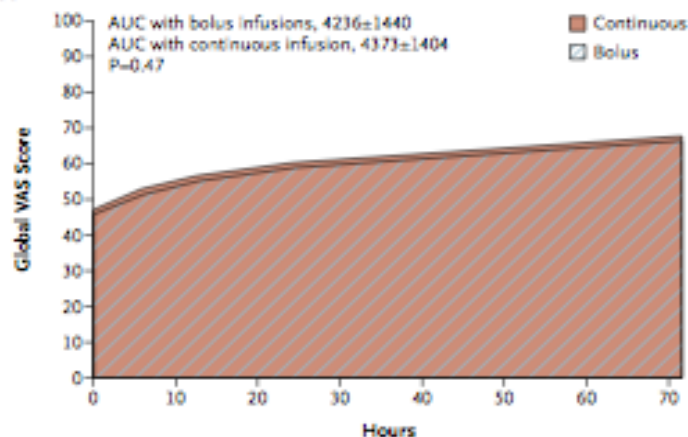
Diuretics; the guideline-recommended therapy

Recommendations	Class ^a	Level ^b
Diuretics		
Intravenous loop diuretics are recommended for all patients with AHF admitted with signs/symptoms of fluid overload to improve symptoms. It is recommended to regularly monitor symptoms, urine output, renal function and electrolytes during use of i.v. diuretics.	I	C
In patients with new-onset AHF or those with chronic, decompensated HF not receiving oral diuretics the initial recommended dose should be 20–40 mg i.v. furosemide (or equivalent); for those on chronic diuretic therapy, initial i.v. dose should be at least equivalent to oral dose.	I	B
It is recommended to give diuretics either as intermittent boluses or as a continuous infusion, and the dose and duration should be adjusted according to patients' symptoms and clinical status.	I	B
Combination of loop diuretic with either thiazide-type diuretic or spironolactone may be considered in patients with resistant oedema or insufficient symptomatic response.	IIb	C

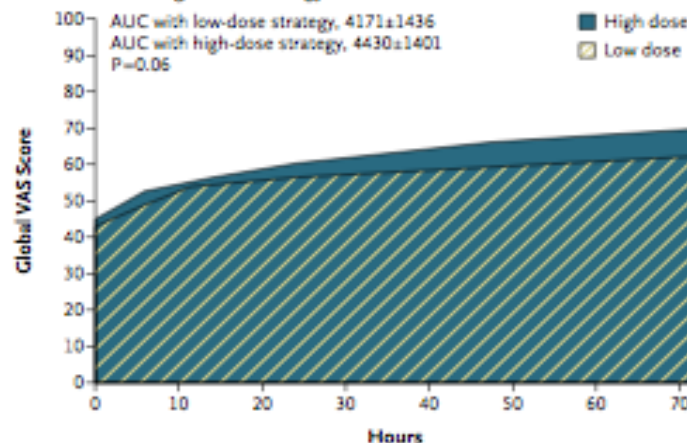
Ponikowski P, Eur J Heart Fail 2016.

The Diuretic Optimization Strategies Evaluation Study (DOSE)

A Bolus vs. Continuous Infusion



B Low-Dose vs. High-Dose Strategy



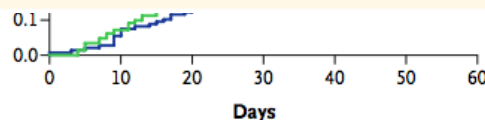
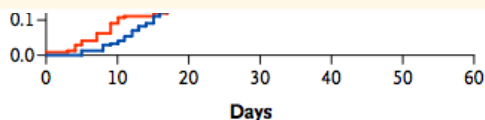
A Bolus vs. Continuous Infusion

1.0 Hazard ratio with continuous infusion, 1.15

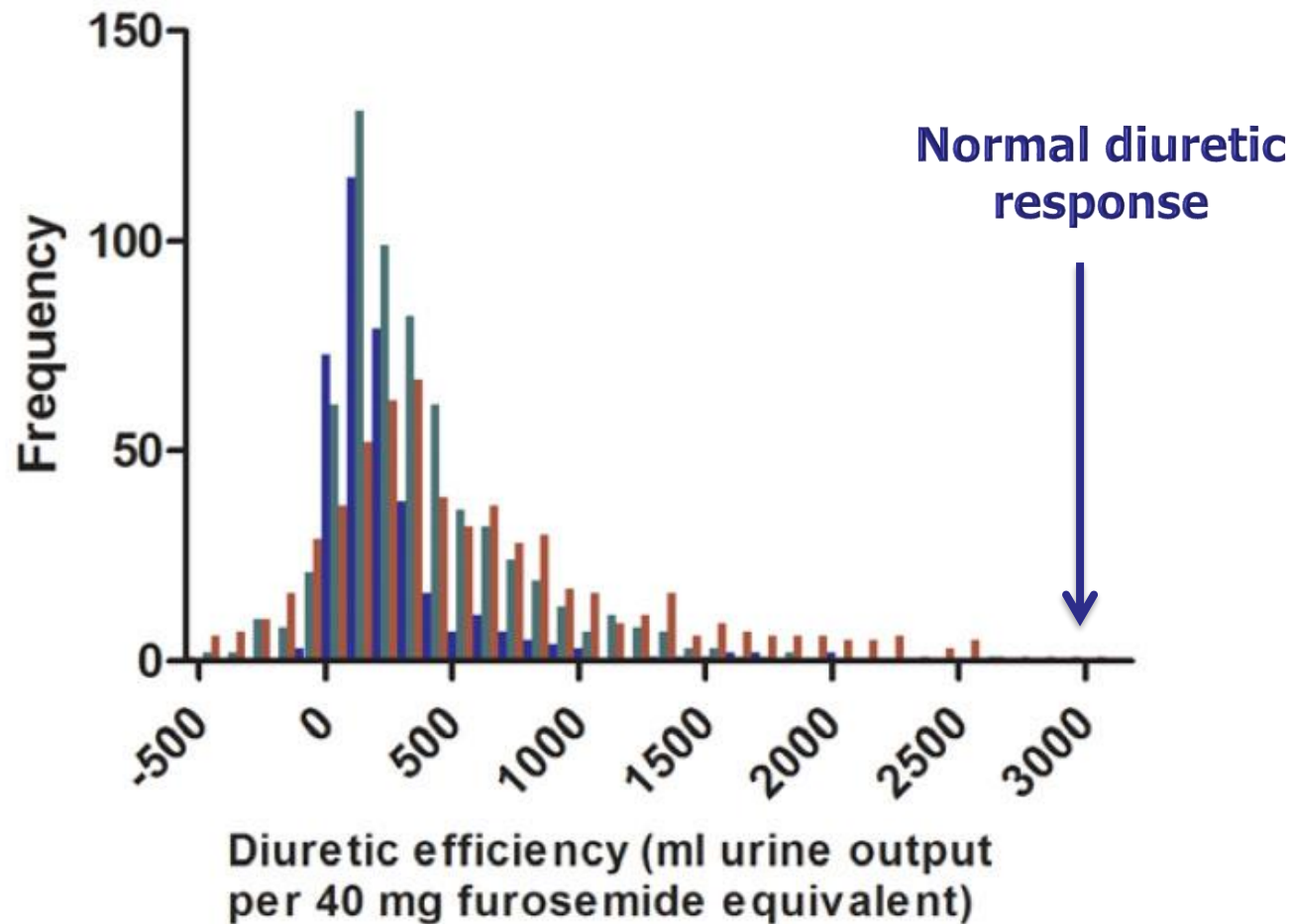
B Low-Dose vs. High-Dose Strategy

1.0 Hazard ratio with high-dose strategy, 0.83 (95% CI,

End Point	Bolus Every 12 Hr (N=156)	Continuous Infusion (N=152)	P Value	Low Dose (N=151)	High Dose (N=157)	P Value
AUC for dyspnea at 72 hr	4456 $\pm$ 1468	4699 $\pm$ 1573	0.36	4478 $\pm$ 1550	4668 $\pm$ 1496	0.04
Freedom from congestion at 72 hr — no./total no. (%)	22/153 (14)	22/144 (15)	0.78	16/143 (11)	28/154 (18)	0.09
Change in weight at 72 hr — lb	-6.8 $\pm$ 7.8	-8.1 $\pm$ 10.3	0.20	-6.1 $\pm$ 9.5	-8.7 $\pm$ 8.5	0.01



Relative diuretic resistance is omnipresent in HF patients



Decompensated HF in 2018.... Is this what we should accept?



Pathophysiology-based approach?

Extracellular Volume = Na

Normal kidneys filter a tremendous amount of salt

GFR = 125 mL/min = 180 L/day

Plasma Na^+ = 142 mmol/L

25,560 mmol Na^+ filtered each day $\sim > 1$ kg sodium



Courtesy of F.Verbrugge

Extracellular Volume = Na

Bad kidneys still filters a lot of salt

GFR = 12,5 mL/min = 20 L/day

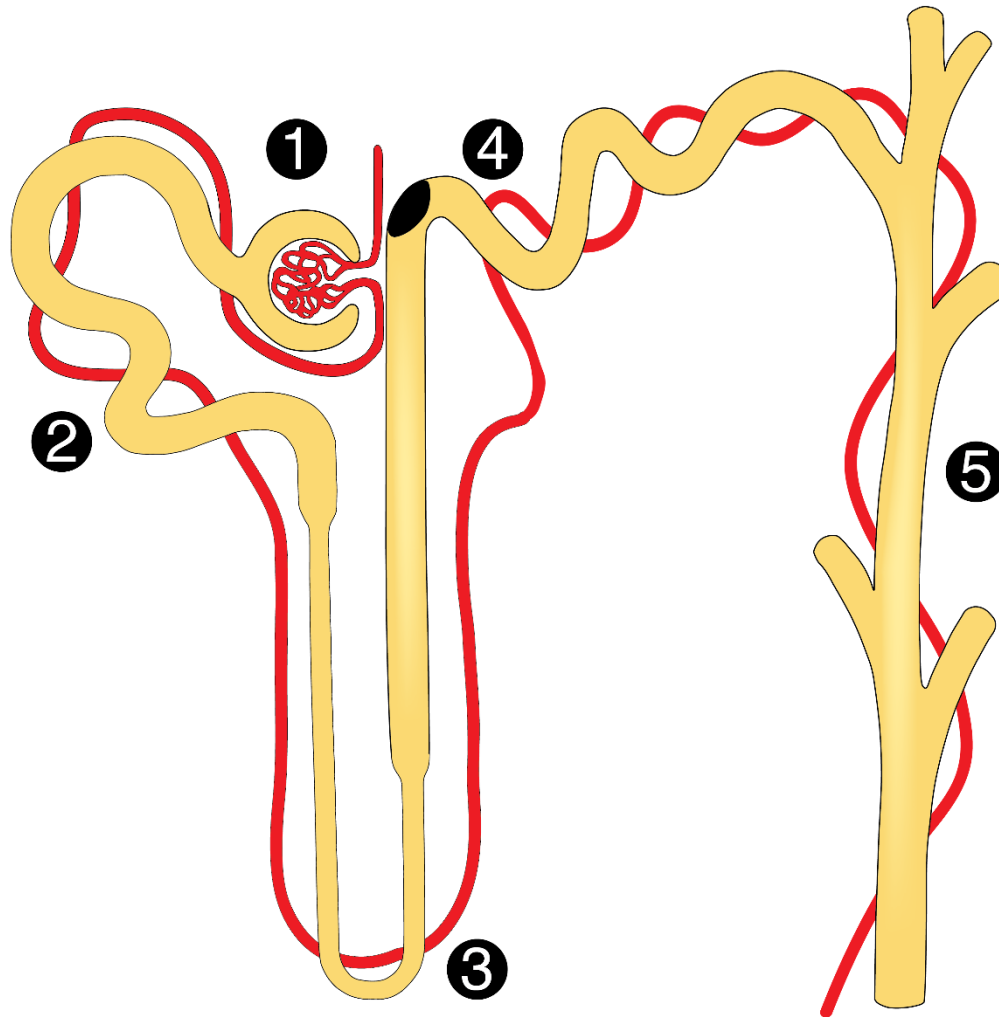
Plasma Na⁺ = 142 mmol/L

3500 mmol Na⁺ filtered each day ~ > 150 g sodium

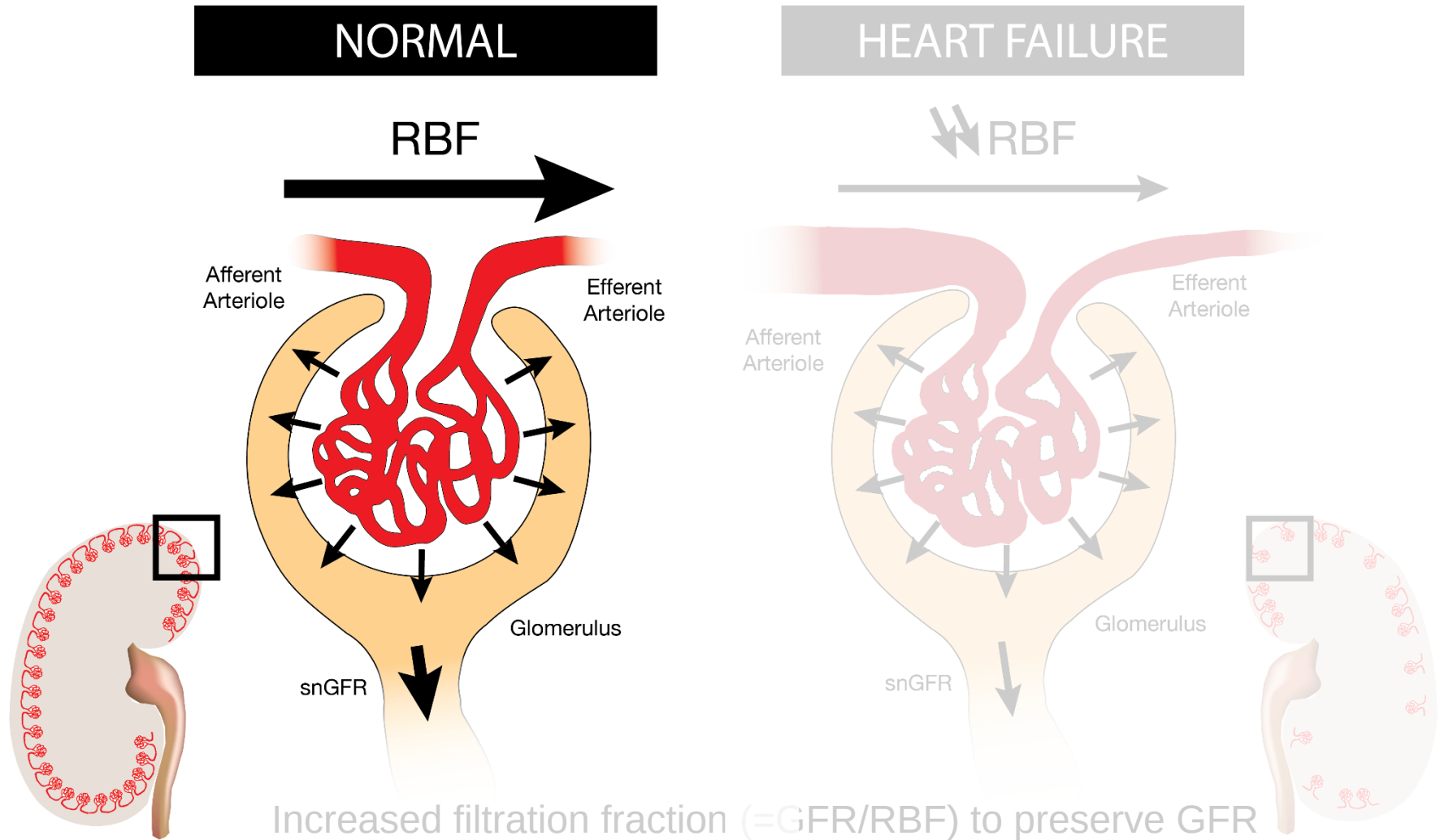


Problem is not that
the kidney filters too
little sodium.....

The Kidney

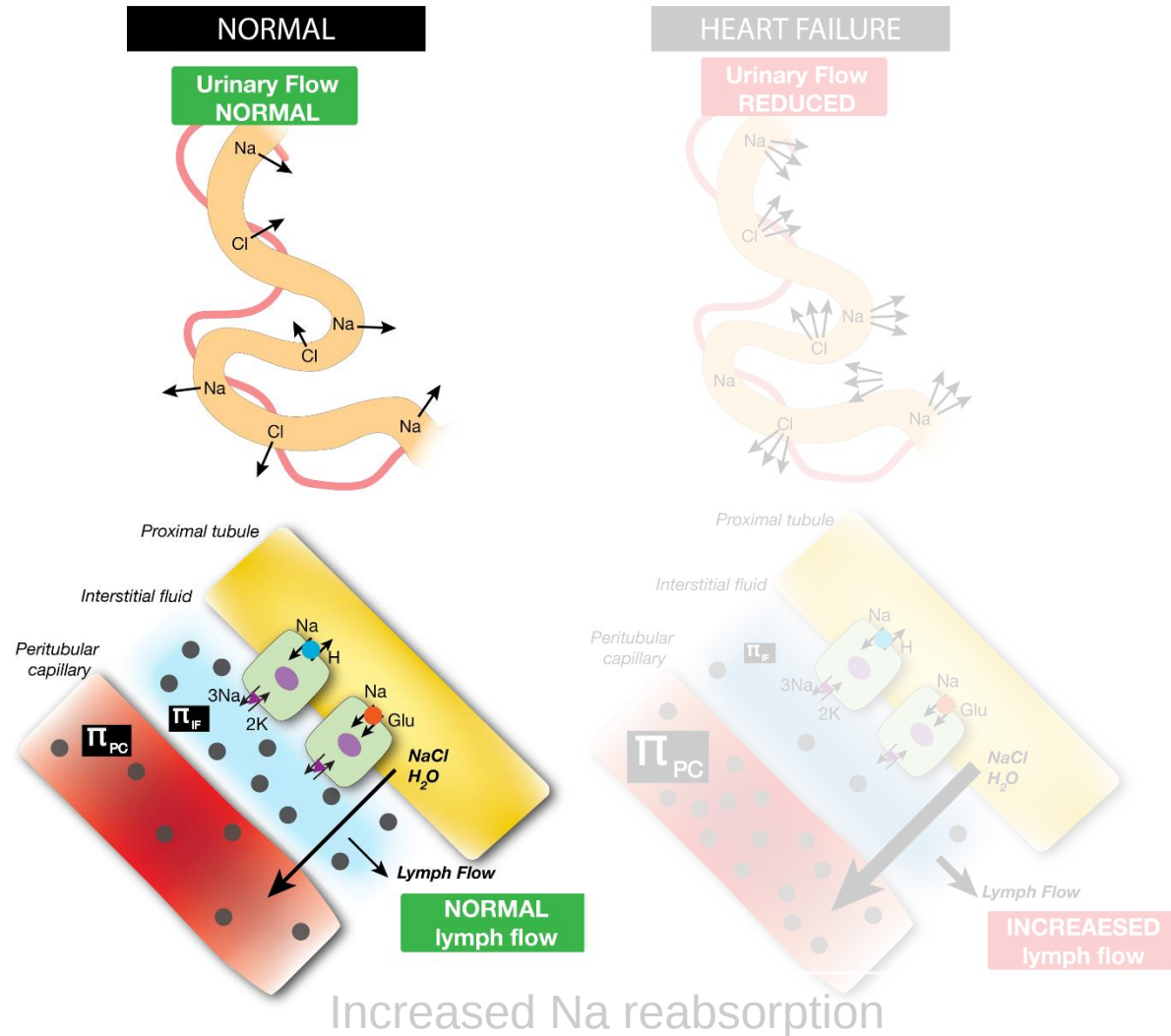


I: Glomerulus



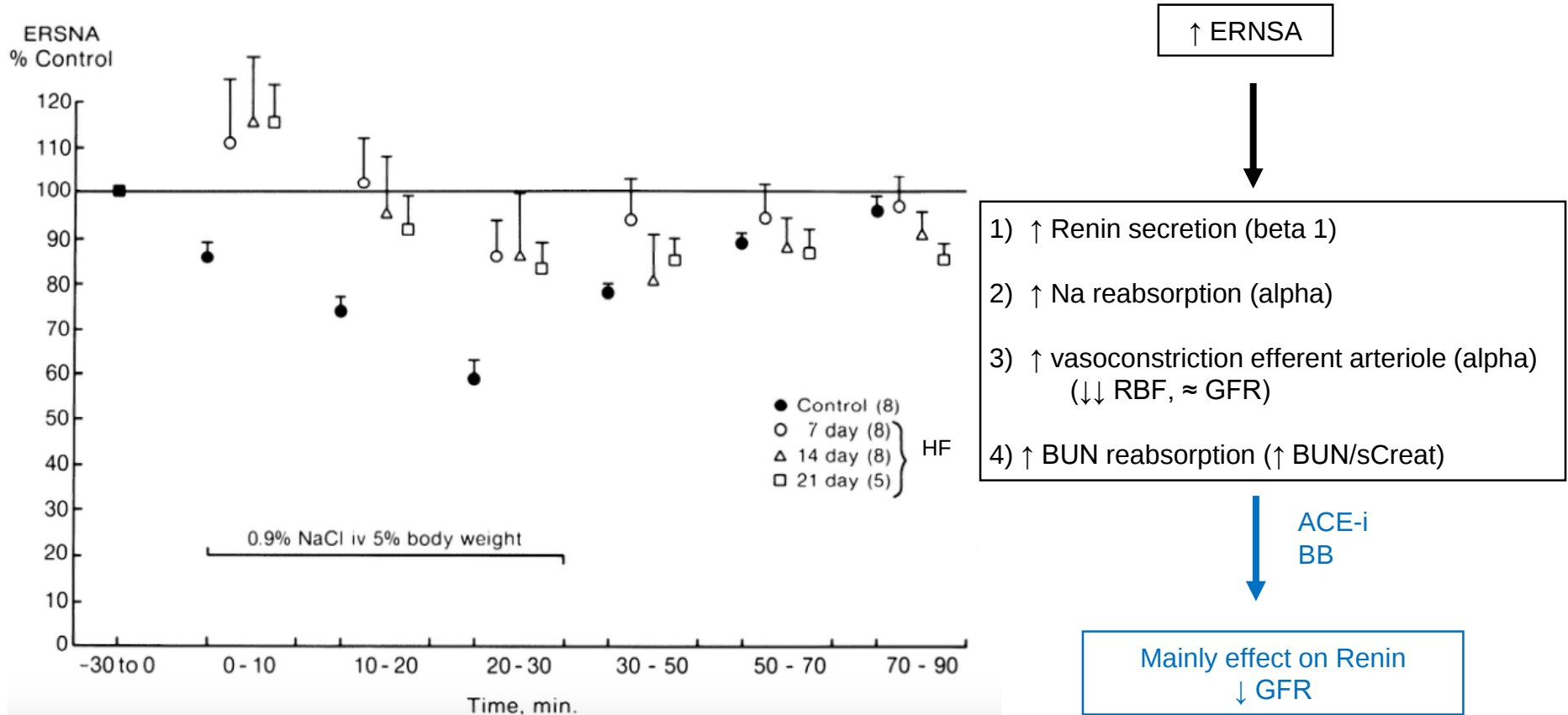
II: Proximal Tubulus

1) Glomerulotubular Feedback



II: Proximal Tubulus

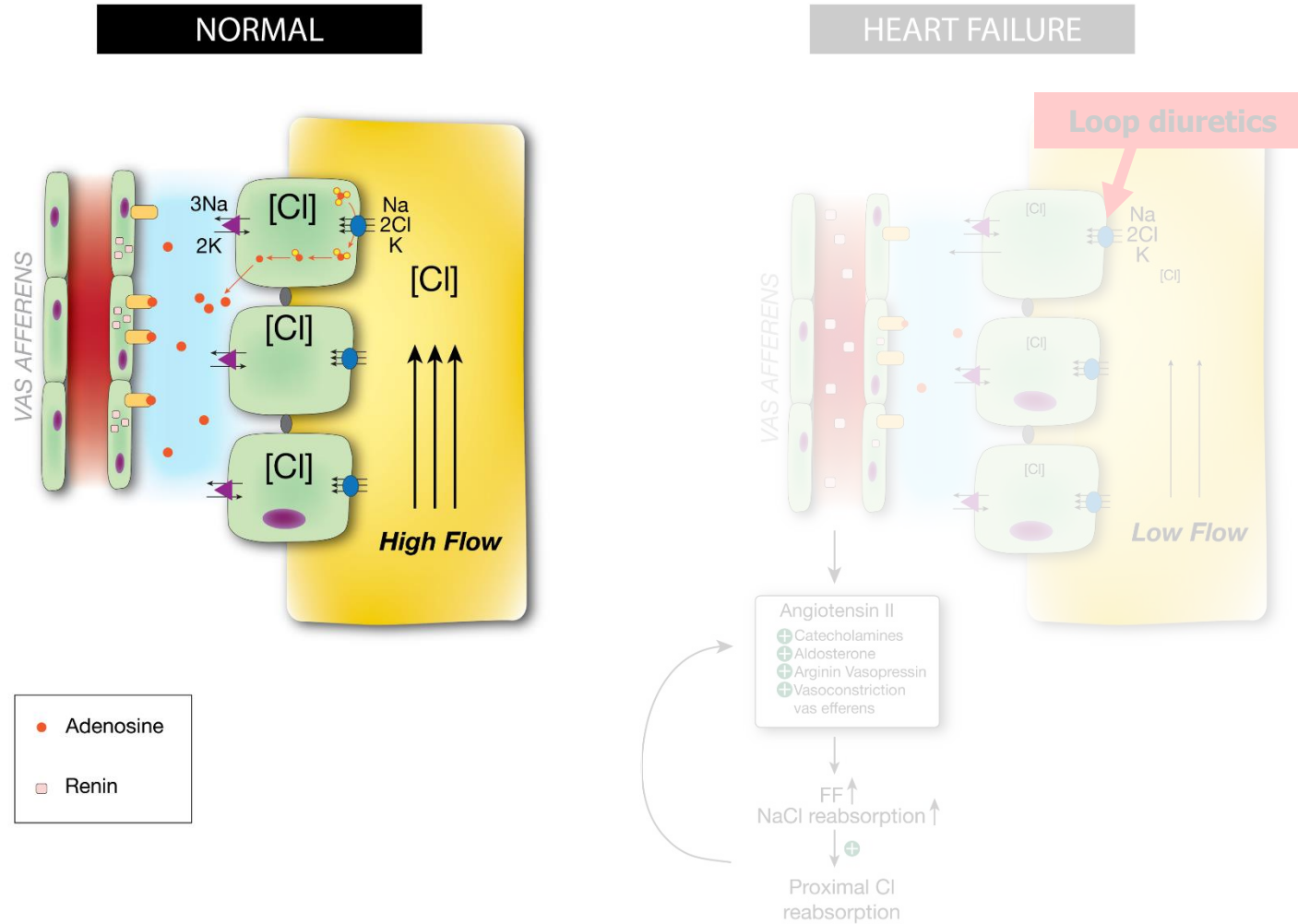
2) Increased Efferent Renal Sympathetic Activation



Blunted response to volume expansion

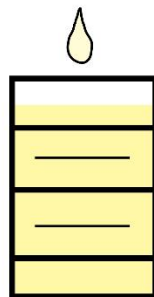
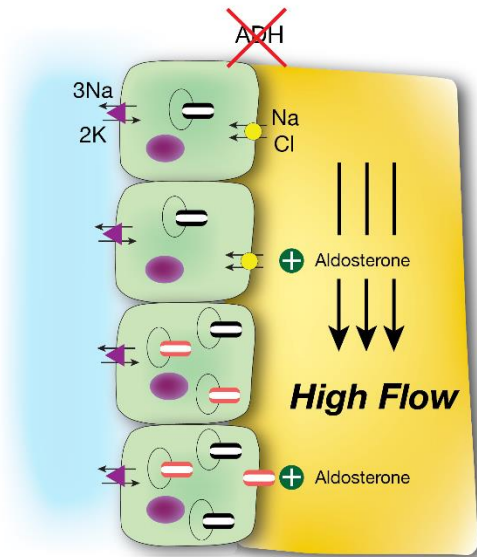
III: Loop of Henle - Macula Densa

Tubuloglomerular Feedback

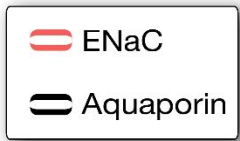
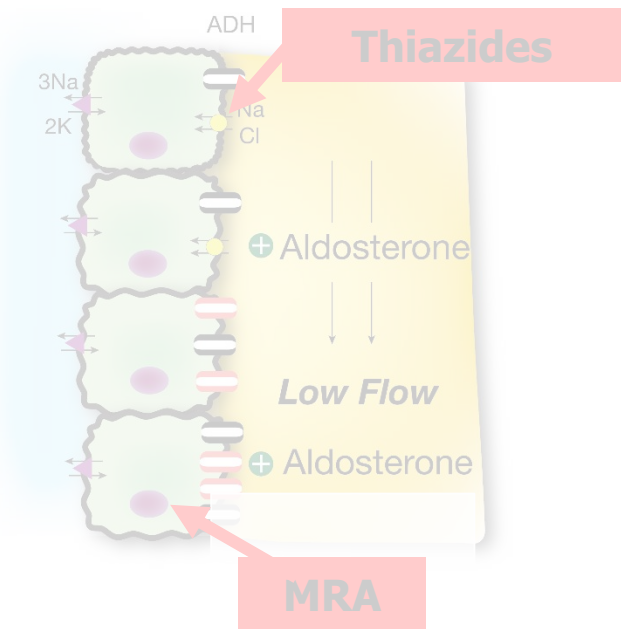


IV: Distal Nephron

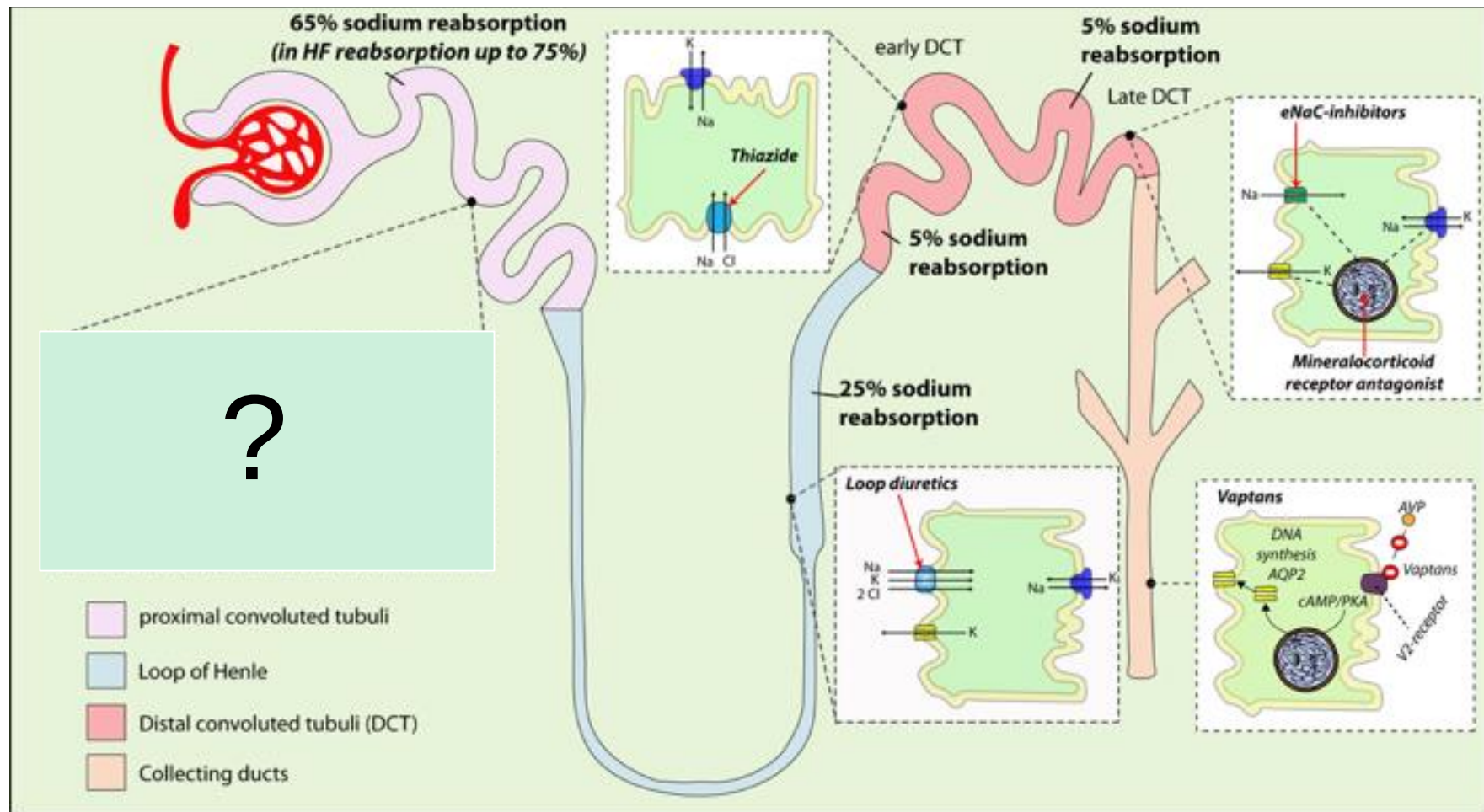
NORMAL



HEART FAILURE

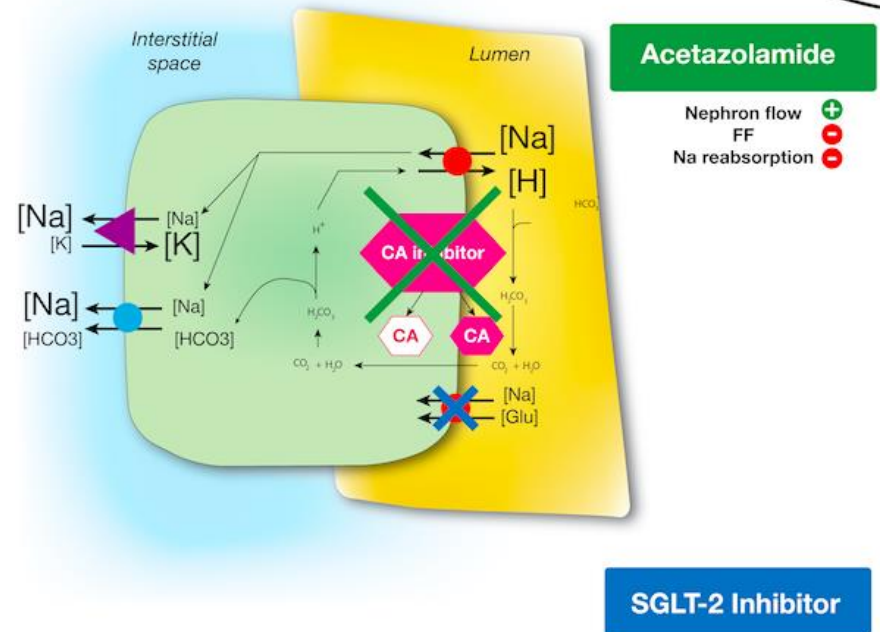
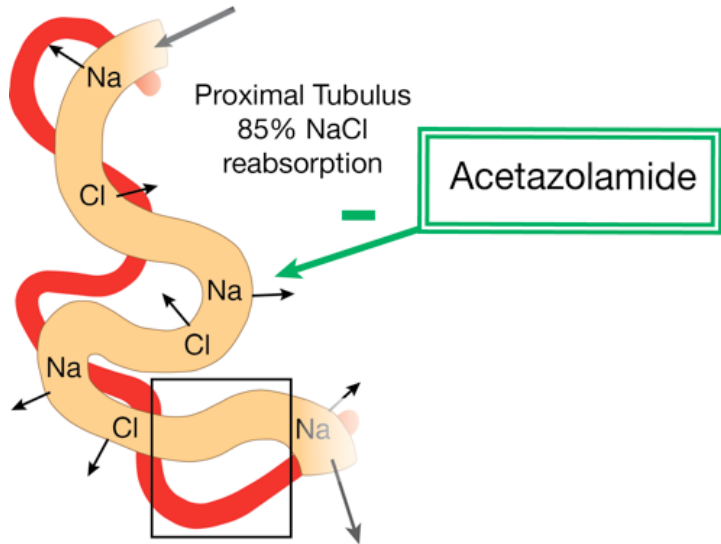


Future acute HF drug treatment for decongestion?



Courtesy of P.Martens

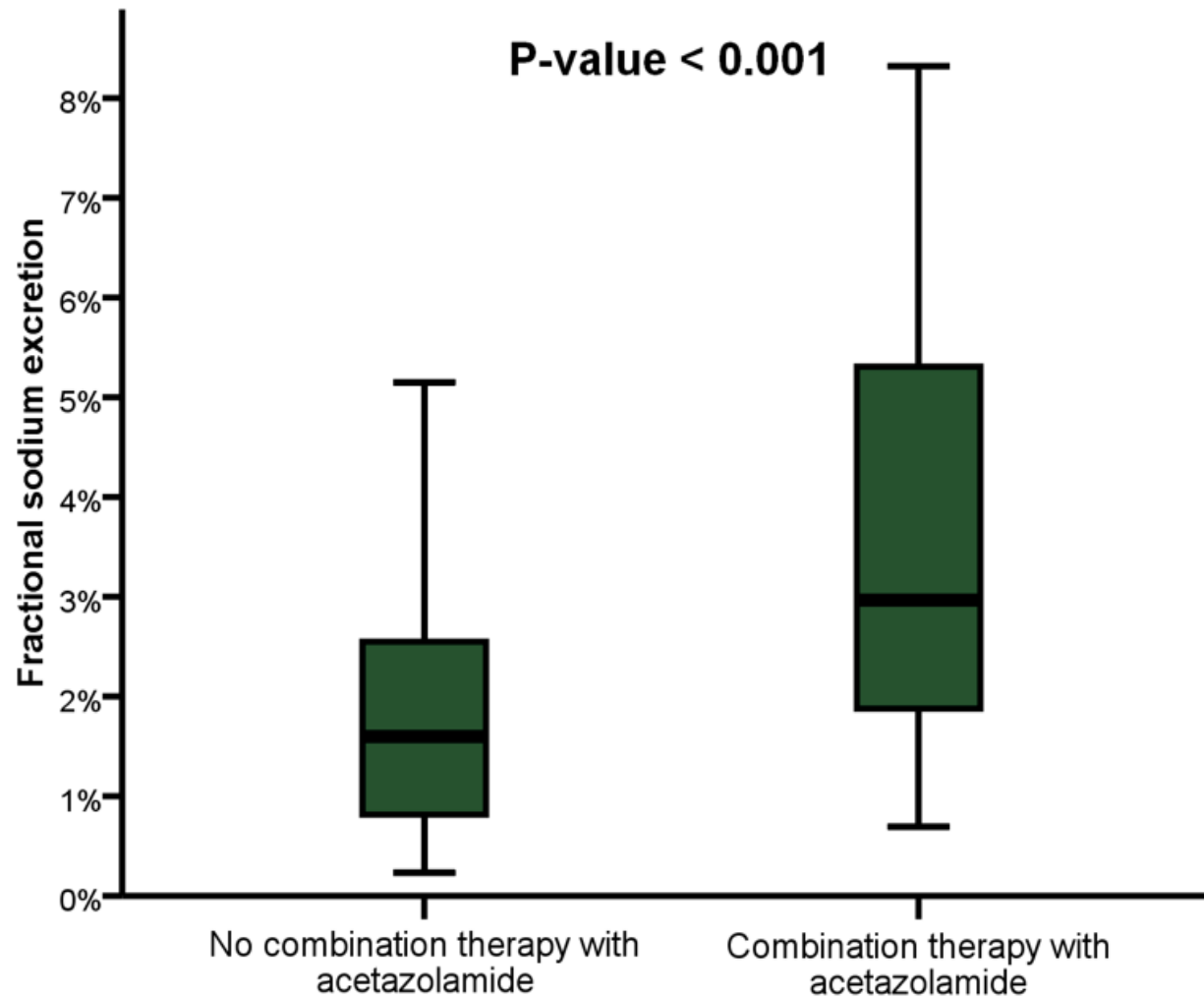
Renal Preservation: Acetazolamide



Inhibition Na reabsorption Proximal Tubule (Acetazolamide)

Mullens W et al. Eur Heart J, 2017;38:1872-1882

Decongestion of ADHF @ ZOL



ADVOR

Acetazolamide in **D**ecompensated heart failure with **V**olume **O**ve**R**load (ADVOR)



Mullens W. Eur J Heart Fail, In Press



SCREENING: patients admitted with ADHF + volume overload

Inclusion

- At least 1 sign of volume overload (oedema, ascitis, pleural effusion)
- $\geq$ 1 month maintenance dose of loop diuretics ($\geq$ 1 mg bumetanide, $\geq$ 40 mg furosemide, $\geq$ 20 mg torsemide)
- BNP > 250 pg/ml or NT-proBNP > 1000 pg/ml
- Assessed LVEF by any imaging techniques within 12 months of inclusion

Exclusion

- At admission / screening
 - Treatment with acetazolamide and/or IV loop diuretics > 2 mg prior to randomization
 - Estimated glomerular filtration rate <20 mL/min/1.73m²
 - Systolic blood pressure <90mm Hg or MAP <65mm Hg
 - Pregnant/breastfeeding subjects
 - Diagnosis of acute coronary syndrome
 - Current or expected use of “forbidden” agents (e.g. SGLT-2 inhibitors, IV inotropes, vasopressors or nitroprusside)
- At any time before study inclusion
 - History of congenital heart disease or cardiac transplantation and/or ventricular assist device
 - Use of renal replacement therapy or ultrafiltration
- Use of any non-protocol defined diuretic agent should be stopped upon study inclusion

Background therapy during active study treatment administration

- 24h oral intake of fluid and sodium will be restricted to 1500 mL and 1.5 g
- Maintenance infusion with 500 mL glucose 5% and 3g MgSO₄ administered over 24h
- Continue neurohumoral blockers without dose increase with the exception of mineralocorticoid receptor antagonists in case of hypokalaemia despite intravenous potassium supplement.
- Starting an SGLT2 inhibitor and a switch from renin-angiotensin system blockers to sacubutril/valsartan is not allowed
- If K <4 mmol/L, 40 mmol of KCl is added to the maintenance infusion.
- If HCO₃⁻ <20 mmol/L, addition of intravenously 100 ml of NaHCO₃ 8.4%.
- After decongestion, it is strongly recommended to up-titrate doses of neurohumoral blockers according to the guidelines in the HFrEF patients.

RANDOMISATION

start urine collection



DAY 1

Group 1: IV therapy with high-dose bumetanide* with placebo

Group 2: IV therapy with high-dose bumetanide* with acetazolamide

TREATMENT PHASE

STUDY START DOSE

Bolus of IV bumetanide* (2x orally home dose) + 500 mg IV bolus of placebo or acetazolamide

Morning: Volume assessment (oedema, pleural effusion or ascites)

Does the patient have more than trace oedema?

NO

Does the patient have pleural effusion?

NO

Does the patient have ascites?

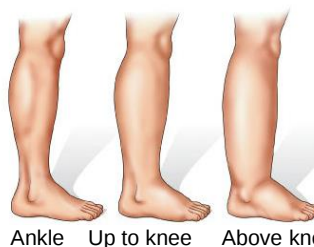
NO

Successful decongestion (score ≤ 1):

**Stop IV diuretic treatment
AND continue urine collection**

DAY 2

YES



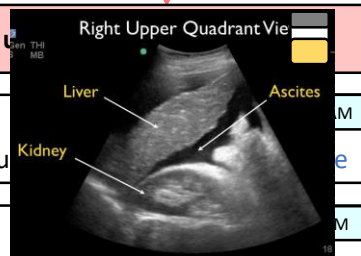
Ankle Up to knee Above knee

YES



IV bumetanide* (1x orally home dose)

YES



Wait
6 hours

*bumetanide is preferred loop diuretic agent; Conversion factor is 1 mg bumetanide = 20mg torsemide = 40 mg furosemide (IV and oral); Bolus of bumetanide is limited to 5 mg bumetanide

TREATMENT PHASE

Morning: Volume assessment (oedema, pleural effusion or ascites)

Does the patient have more than trace oedema?

NO

Does the patient have pleural effusion?

NO

Does the patient have ascites?

NO

Successful decongestion (score ≤ 1):

**Stop IV diuretic treatment
AND stop urine collection**



YES

YES

YES

Score >1: Continue IV diuretic treatment AND stop urine collection



STUDY DOSE

8-12 AM

Bolus IV bumetanide (1 x orally home dose) + 500 mg IV bolus of placebo or azetazolamide

STUDY DOSE

2-6 PM

IV bumetanide (1x orally home dose)

Quantify urine output:

IF **TOTAL** urinary output < 3.5l:

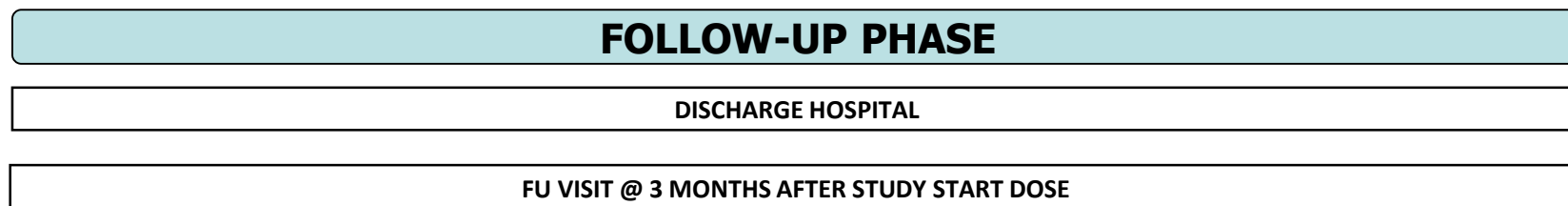
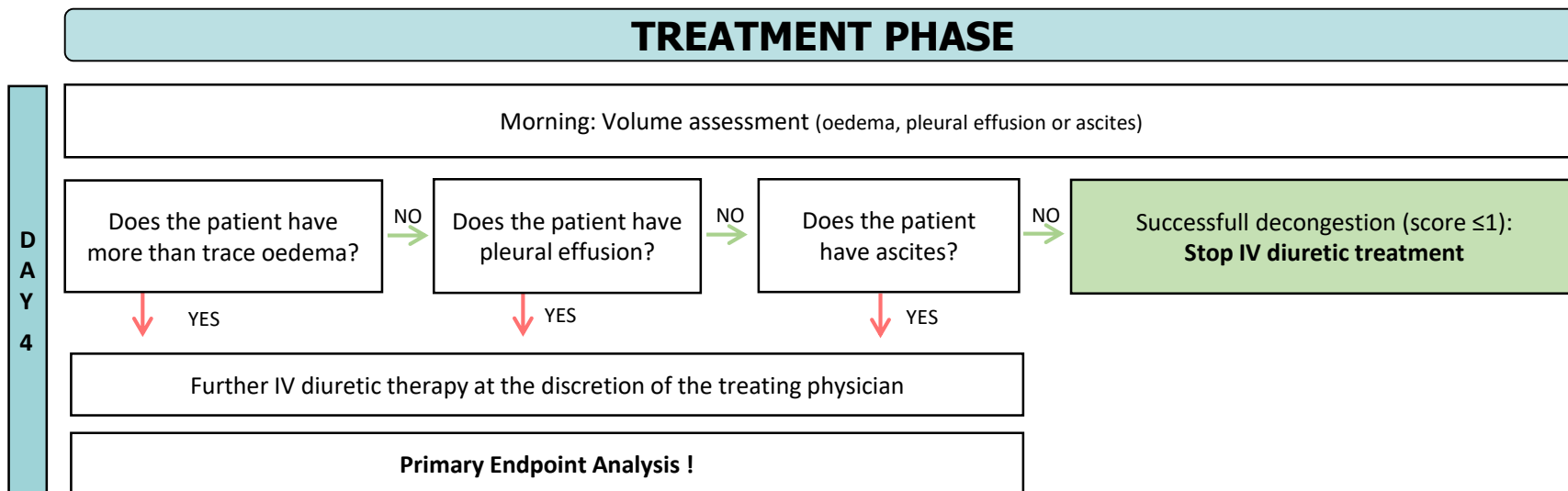
→ **ESCALATION THERAPY MANDATORY!**

- Doubling IV loop diuretics dose
- Add oral chlorthalidone 50 mg daily
- Ultrafiltration or renal replacement therapy

IF **TOTAL** urinary output ≥ 3.5 l:

→ **FOLLOW PROTOCOL**

D
A
Y
3



PRIMARY ENDPOINT

Treatment success (decongestion achieved) on the morning of day 4 without the need for escalating diuretic strategy (doubling loop diuretic dose, addition of chlorthalidone, or ultrafiltration)

SECONDARY ENDPOINTS

- 1) Combined end-point of all-cause mortality and heart failure readmission during 3 months of follow-up
- 2) Length of index hospital admission
- 3) Longitudinal changes in EuroQoL five dimensions questionnaire (baseline, day 4, any HF readmission, and 3 months)

Stop Study Treatment

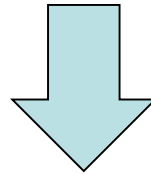
- The treating physician is **allowed** to stop the study treatment, which counts as treatment failure in case of persistent volume-overload in following cases:
 1. symptomatic hypotension with a systolic blood pressure <100 mmHg
 2. asymptomatic hypotension with a systolic blood pressure <90 mmHg
 3. an increase of serum Cr levels x 1.5 of the serum Cr level compared to admission value.
 4. occurrence of metabolic acidosis (ph < 7.2)
- If any of these events occur when the patient is judged to be euvolemic, the study treatment is stopped and stopping is not considered a treatment failure.

Table of trial procedures

	Screening phase	Treatment phase				Follow up phase		
		Study Day 1	Morning of Study Day 2	Morning of Study Day 3	Morning of Study Day 4	Discharge	Re-admission	3 Months after study start dose
Informed consent	X							
In- and exclusion criteria	X							
Randomization	X							
Demographics ¹	X							
Medical history	X							
Vitals ²	X		X	X	X			X
Weight ¹²	X		X	X	X	X		X
EQ5D	X				X		X ¹¹	X
Volume assessment	X		X	X	X	X		X
Study treatment		X ³	X ⁴	X ⁴				
Urinary collection ⁵		X	X					
Local lab	X ⁶		X ⁷	X ⁷	X ⁷			X ⁷
Laboratory sub-study ¹³ blood	X				X ¹⁴			X
Laboratory sub-study ¹³ Urine		X	X					
Plasma BNP or NT-proBNP ⁸	X				X			X
Urine pregnancy testing ⁹	X							
Dose of neurohumoral blockers	X				X	X		X
Dose of diuretics	X					X		X
Concomitant medication	X	X	X	X	X			
Adverse Events ¹⁰	X	X	X	X	X	X	X	X

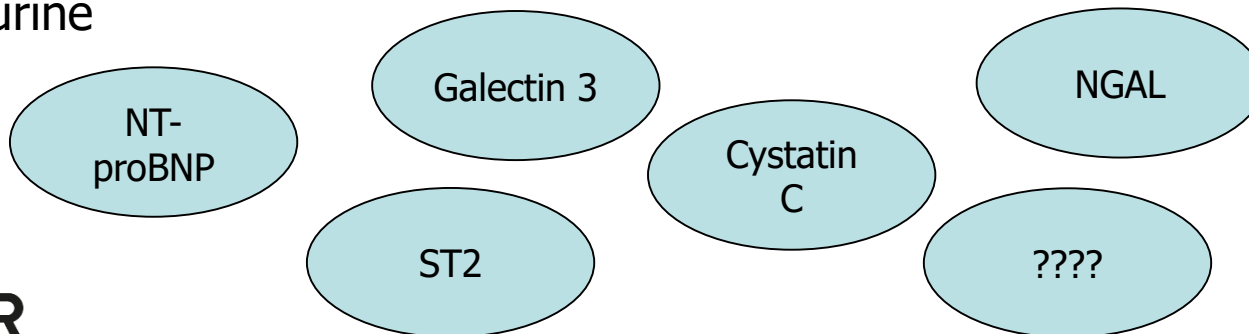
Laboratory substudy

- Investigate the mechanistic and potential favourable effect of acetazolamide and loop diuretics
- New insights into the pathophysiology of decompensated HF
→ identify high risk patient population?



IMPROVED AND PATIENT TAILORED TREATMENT STRATEGIES?

- Biomarkers related to cardiac and renal function/injury obtained from blood and urine



Substudy set-up

- Optional for the hospital
- Patient needs to sign separate IC for substudy and be eligible for main study
- Kits for blood and urine will be provided by the ADVOR study team
- Samples processed at local hospital and temporary stored in freezer at min -20°
- Shipment to and storage at University Biobank of Limburg (UBiLim)

Collection	Timepoint	Collection material	Storage material
BLOOD – Plasma	▪ Screening ▪ Morning day 4 ▪ Follow-up month 3	10mL EDTA tube	10 x 0,5mL tubes
BLOOD – Serum	▪ Screening ▪ Morning day 4 ▪ Follow-up month 3	5mL SST tube	5 x 0,5mL tubes
URINE	▪ Morning day 2 (Collection period 1) ▪ Morning day 3 (Collection period 2)	11mL urine tube	5 x 1mL tubes

IMP handling

Presenter: Katrien Tartaglia

IMP



Acetazolamide 500 mg (Diamox ®)
Form: white to white-off lyophilized powder
Route: IV (Glucose 5% 50 ml solution)



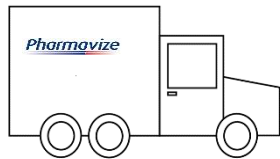
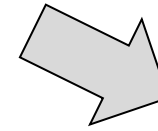
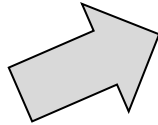
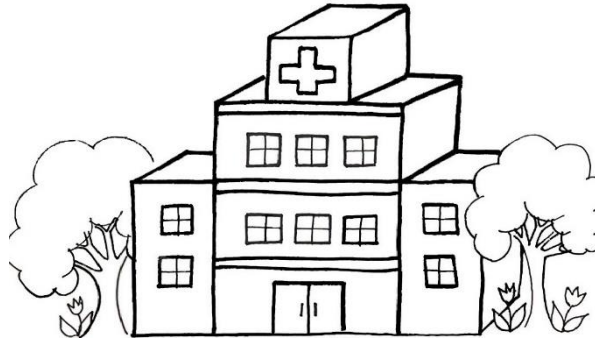
Placebo 500 mg
Form: white to white-off lyophilized powder
Route: IV (Glucose 5% 50 ml solution)



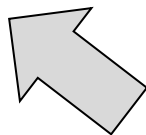
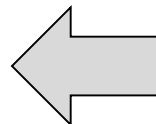
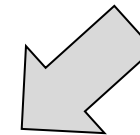
Study medication:
Acetazolamide/placebo 500 mg
Form: white to white-off lyophilized powder
Route: IV (Glucose 5% 50 ml solution)



IMP handling



Storage: below 25° C



Safety reporting

Presenter: Katrien Tartaglia

Safety reporting – Definitions according to ICH GCP E6 (R2)

1.2 Adverse Event (AE)

1.50 Serious Adverse Event (SAE) or Serious Adverse Drug Reaction (Serious ADR)

Any untoward medical occurrence that at any dose:

- results in death,
- is life-threatening,
- requires inpatient hospitalization or prolongation of existing hospitalization,
- results in persistent or significant disability/incapacity,

or

- is a congenital anomaly/birth defect

(see the ICH Guideline for Clinical Safety Data Management: Definitions and Standards for Expedited Reporting).

SUSAR is defined as an untoward and unintended response to the study drug, which is not listed in the applicable product information and meets one of the SAE criteria.

**Notification to CA (FAGG) within
8 calendar days (death)
or 15 calendar days (other
SUSAR)**



Safety reporting

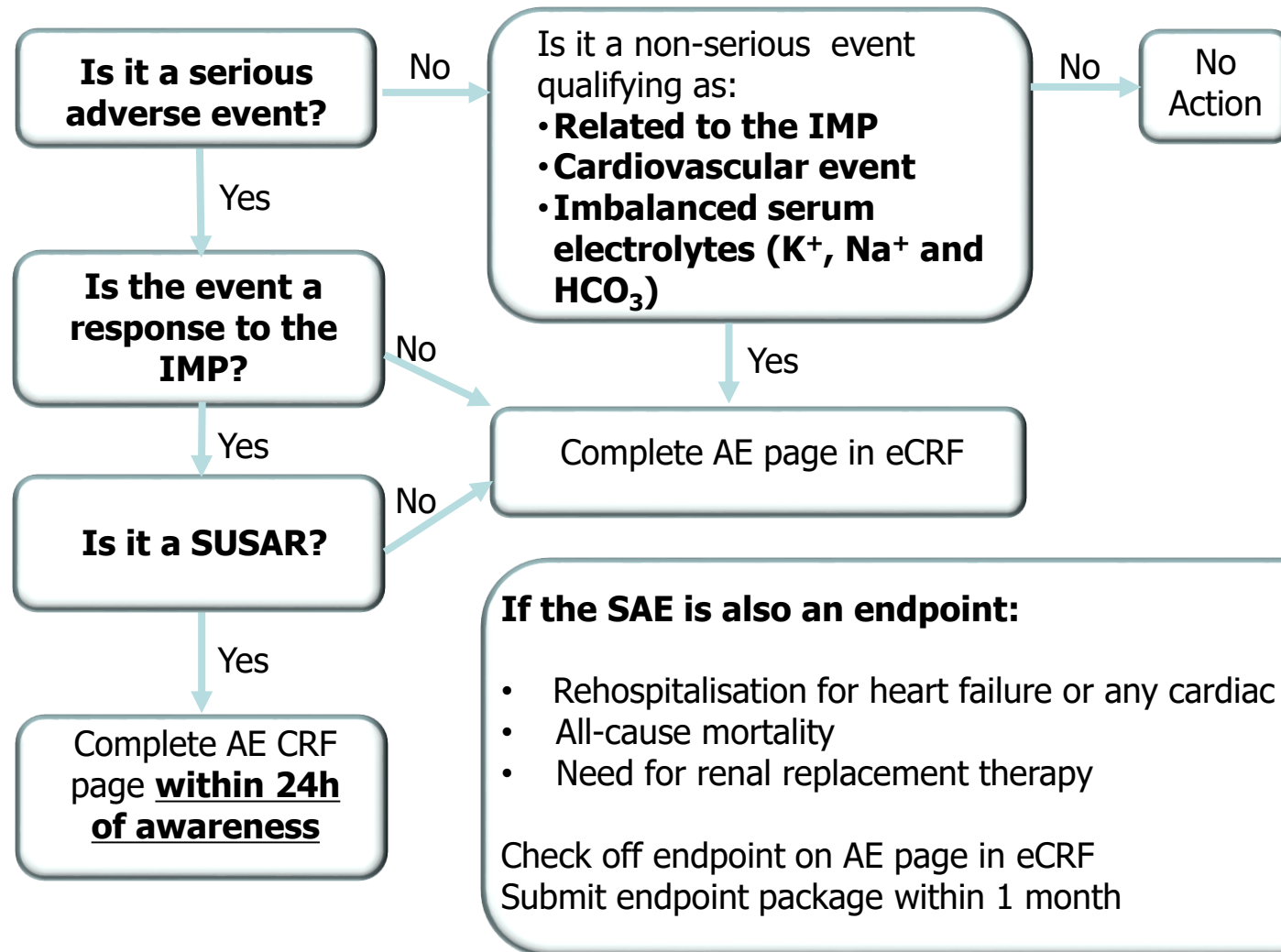
WHEN?

From the moment a patient signs the informed consent until the end of the 3 month FU visit.

WHAT?

Any new or worsened event following the safety reporting flow of the ADVOR trial.

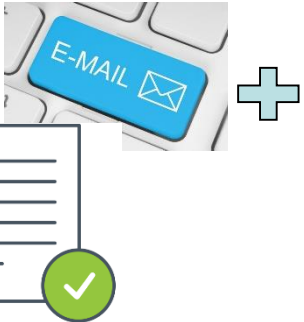
Safety reporting – safety flow (protocol v 1.0, fig4)



If the SAE is also an endpoint:

- Rehospitalisation for heart failure or any cardiac reason
- All-cause mortality
- Need for renal replacement therapy

Check off endpoint on AE page in eCRF
Submit endpoint package within 1 month



Monitoring

Presenter: Katrien Tartaglia

Monitoring – Risk based model

ICF

vitals

EQ5D

patient
safety

IMP

concomitant
medication

patient eligibility

ethnicity

volume
assessment

Investigator site file

Monitoring - Plan

- ✓ Site Initiation Visit (1)
- ✓ Site Monitoring Visits (at least 1/year)
- ✓ Site Closure Visit (1)

Agenda

13:30

- Introduction KCE & ZOL AV

13:45

- Study and protocol presentation

15:15

- Data management

15:45

- Coffee break

16:00

- Study practicalities

16:25

- EDGE

16:40

- Q&A

Data management

- Data handling
- Data management systems

Data handling

Presenter: Liesbet Van Brussel

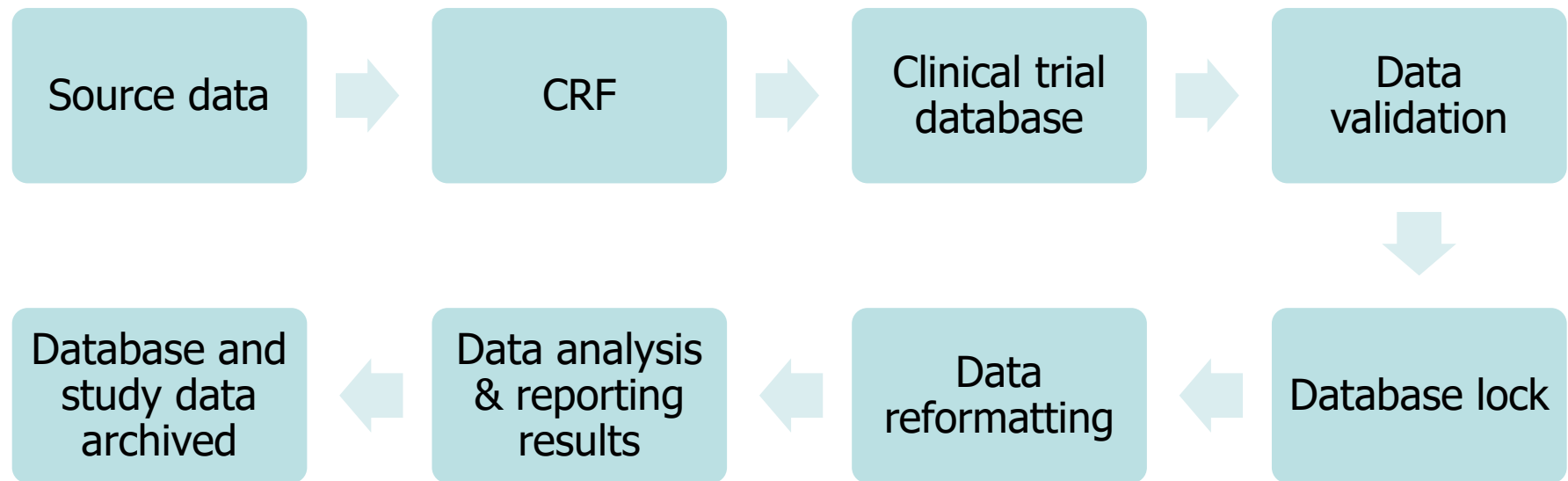
Clinical Data Management

= *Multidisciplinary* effort that consists of *all activities* involving the handling of data outlined in the protocol that will be collected/analyzed.

Multidisciplinary: Study coordinators, investigators, CTU data managers, biostatistician, ...

All activities: Data collection, data coding, data analysis, ...

Process of Clinical Data Management



Guidelines and regulations

- Good Clinical Practice (GCP)
 - GCP 2.10 All clinical trial information should be recorded, handled, and stored in a way that allows its accurate reporting, interpretation and verification.
- Good Documentation Practice (GDP)
 - “What is not documented is not done!”
 - Fundamental elements of data quality and data integrity “ALCOA”

ALCOA = 5 key attributes for good documentation

A

Attributable

- Clearly indicates who recorded the data or performed the activity
- Signed/dated, passwords, userid,

L

Legible

- Possible to read or interpret the data after it is recorded
- Permanent
- Properly corrected if necessary

C

Contemporaneous

- Data must be recorded in the correct time frame along with the flow of events

O

Original

- Or certified copy
- Data must be preserved in its unaltered state

A

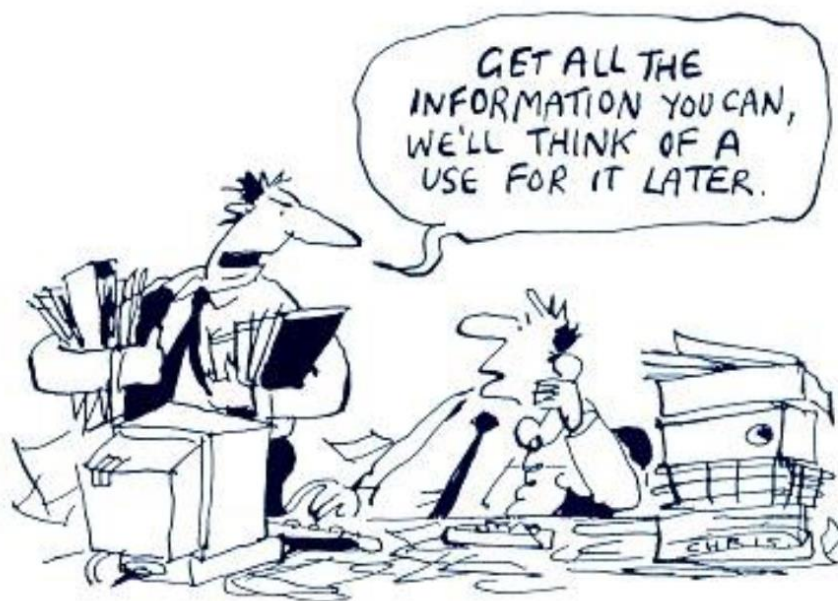
Accurate

- Data must correctly reflect the action/observation made
- Observations explained if not self-evident

Source documents

“Source documentation is the beginning of a clean, verifiable audit trail.”

Good Clinical Practice: A Question & Answer Reference Guide, May 2010



Source documents

= **original** documents, data and records or certified copies of clinical findings and observations

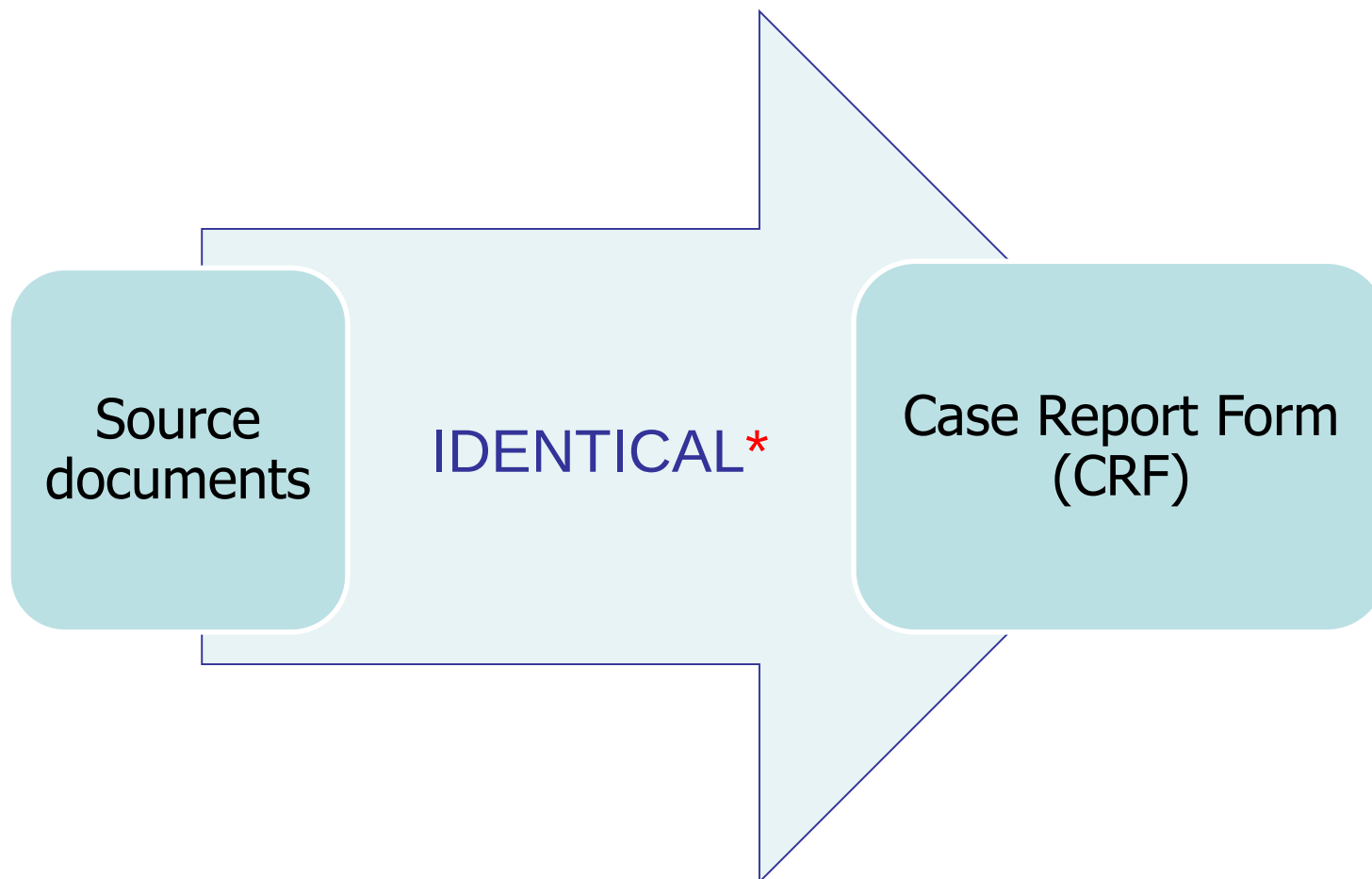
- Records on which clinical observations are first recorded
- Roots of Good Documentation Principles
- Legally valid
- Contain source data
- Support the study's findings
- Signed and dated by person completing



Examples:

- Signed Informed Consent forms
- (electronic) patient medical records
- ADVOR worksheets
- EQ-5D questionnaires

Source documents to CRF



- * • Patient's personal data will be treated in compliance with all applicable laws and regulations
- Data collected will be anonymized

Case Report Form (CRF)

= Paper or electronic document used in a clinical study to record all protocol-required information of a subject

- Collects study data in a standardized format
 - **ONLY** data required by the protocol
 - Build according to protocol visit schedule
 - Allowing for efficient analysis
- In ADVOR: electronic/web interface (Castor EDC) - eCRF



General CRF Completion Guidelines

- ALCOA-attributes
 - Timely (within 5 working days)
 - Data should be entered consistently
 - With the source documents
 - Across data fields
- Text entries in English
- Corrections should be properly made and explained

Changing this field will have a consequence

This study is adhering to Good Clinical Practice (GCP)!

Please, supply a reason for changing this field's value:

Continue Cancel change

General CRF Completion Guidelines

- Unknown information should be indicated

Choose reason for missing value for field Date of most recent LVEF measurement .

Choose reason:

- ☐ Measurement failed (-95)
- ☐ Not applicable (-96)
- ☐ Not asked (-97)
- ☐ Asked but unknown (-98)
- ☐ Not done (-99)

Comment:

Save Cancel

- All missing and ambiguous data will be queried
 - Automated queries
 - Manual queries

General CRF Completion Guidelines

- Only Investigators and/or designated qualified staff members can enter data
 - Different roles: PI and Study Coordinator
- Sign-off
 - PI
 - On request of the ADVOR team
 - After all CRF pages of the subject are complete and reviewed by the monitor and CTU data manager

Sign-off
53. Sign-off

53.1 Hereby I, Principal Investigator, verify that all entries made on the case report form pages by myself or the investigational site staff, accurately display the results of the examinations, tests, evaluations and treatment performed on the subject.

☐ No
☐ Yes

Data management systems

Presenter: Liesbet Van Brussel

ONLINE RANDOMISATION



Background

- ALEA Data Management system
- Build/Maintenance by CTCM
- Used for online randomisation
- Web-based application
- Works on any operating system.



<https://prod.tenalea.net/ctcm/dm/>

System access

Site delegation and
responsibility log

Study training fulfilled
(initiation visit)

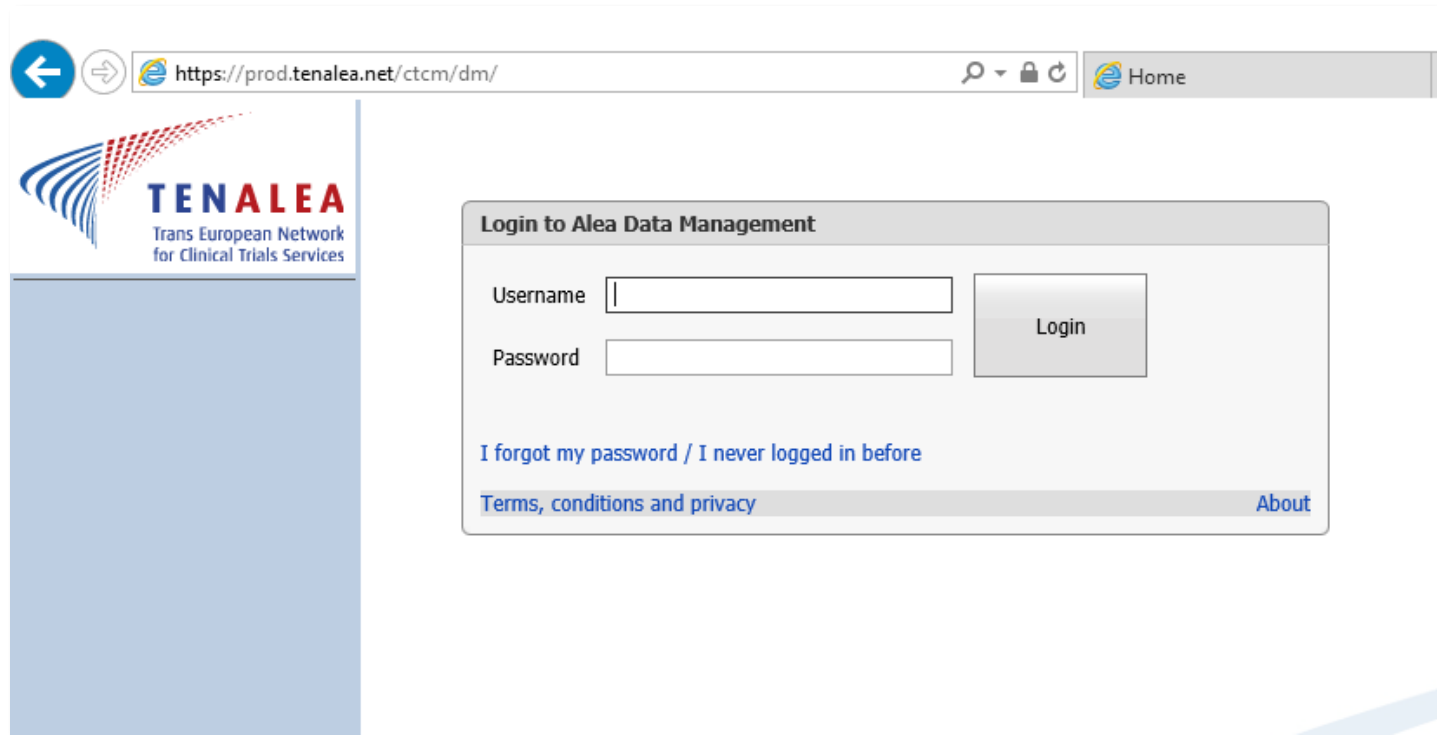
Invitation email
link + manual
sent by CTCM team

Enter your email address –
Email from TENALEA
“password change request”

Set and confirm
password

Log-in

- Server (data storage location) = CTCM
- Email address
- Password



The screenshot shows a web browser window with the URL <https://prod.tenalea.net/ctcm/dm/>. On the left is the TENALEA logo, which includes a stylized blue and red graphic and the text "TENALEA Trans European Network for Clinical Trials Services". The main content area is titled "Login to Alea Data Management" and contains a login form with the following elements:

- A "Username" label followed by a text input field.
- A "Password" label followed by a text input field.
- A "Login" button to the right of the password field.
- A link below the password field: [I forgot my password / I never logged in before](#).
- A footer bar with two links: [Terms, conditions and privacy](#) and [About](#).

Randomisation process



DATA MANAGEMENT MODULE - Logged in as: advor@zol.be - On: **ACCEPTANCE** - Logged in since: 25.09.2018 15:36 [Logout] [Home] [Dashboard] [Forms] [Queries] [Search] [User profile] [Change password]

ALEA Data Management

Welcome to the ALEA Data Management module.

The navigation pane at the left side of the screen shows the studies to which you have been granted access. Clicking the study name will expand a menu of options you have within the study. Clicking view next to the study name will invoke a page of additional, study level options, such as reporting.

The menu at the top of the screen provides access to overviews of reports, completed forms, queries and personal settings.

A comprehensive manual for ALEA can be downloaded from [the documentation section of the tenalea website](#).

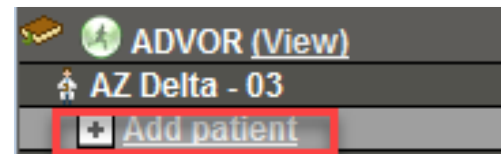
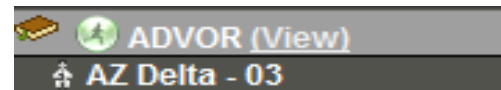
Rechtthoekig knippen

Version: v3.0.2082.206
Instance: CTCM
Environment: ACCEPTANCE
Last login: 25/09/2018 15:16:10
Password expires: 10 September 2019

You have been granted access to the following studies

Study	Status	Your role	Account status	#Subjects
ADVOR	PEND	Site user	Activated	8

Randomisation process



DATA MANAGEMENT MODULE - Logged in as: advor@zol.be - On: **ACCEPTANCE** - Logged in since: 25.09.2018 23:48 [Logout] [Home] [Dashboard] [Forms] [Queries] [Search] [User profile] [Change password]

Study: ADVOR - Form: Randomisation form

Site:	AZ Delta
Date of birth (dd/mm/yyyy):	
Age:	
Gender:	
Left ventricular ejection fraction (LVEF%):	
Did the subject meet all inclusion and exclusion criteria?	

SUBMIT FORM

Randomisation form

DATA MANAGEMENT MODULE - Logged in as: advor@zol.be - On: **ACCEPTANCE** - Logged in since: 25.09.2018 23:48 [Logoff] [Home] [Dashboard] [Forms] [Queries] [Search] [User profile] [Change password]

Study: ADVOR - Form: Randomisation form

Site:	AZ Delta
Date of birth (dd/mm/yyyy):	
Age:	
Gender:	▼
Left ventricular ejection fraction (LVEF%):	▼
Did the subject meet all inclusion and exclusion criteria?	▼

SUBMIT FORM

- Site: completed automatically
- Date of birth
- Age
- Gender
- LVEF%: $\leq 40\%$ or $>40\%$
- Inclusion/exclusion criteria?

No ▼

The answer will make the patient ineligible for the study.

Randomisation form

DATA MANAGEMENT MODULE - Logged in as: advor@zol.be - On: ACCEPTANCE - Logged in since: 25.09.2018 23:48 [Logoff] [Home] [Dashboard] [Forms] [Queries] [Search] [User profile] [Change password]	
Study: ADVOR - Form: Randomisation form	
Site:	AZ Delta
Date of birth (dd/mm/yyyy):	02/07/1952
Age:	66
Gender:	Male v
Left ventricular ejection fraction (LVEF%):	=< 40% v
Did the subject meet all inclusion and exclusion criteria?	Yes v
SUBMIT FORM	

Randomisation form

DATA MANAGEMENT MODULE - Logged in as: advor@zol.be - On: **ACCEPTANCE** - Logged in since: 25.09.2018 23:48 [Logoff] [Home] [Dashboard] [Forms] [Queries] [Search] [User profile] [Change password]

Form Randomisation form has been submitted.

The patient has been assigned subject number 03RAND003

Questions	Answers
Site:	AZ Delta
Date of birth (dd/mm/yyyy):	02/07/1952
Age:	66
Gender:	Male
Left ventricular ejection fraction (LVEF%):	=< 40%
Did the subject meet all inclusion and exclusion criteria?	Yes
Randomisation: Kit number	The patient has been allocated patient kit: 0060

Subject number in IXRS = format xxRANDyyy
= RANDOMISATION NUMBER in eCRF

Randomisation notification

- Randomisation e-mail notification to advor-team + to all users of that site.

Notification randomisation ADVOR blinded

Form completed : Randomisation form
Form completed by : Test Account
Form completion date: 26-9-2018 at 0:22:1

1 Site:	AZ Delta
2 Date of birth:	02/07/1952
3 Age:	66
4 Gender:	Male
5 Left ventricular ejection fraction (LVEF%):	=< 40%
6 Did the subject meet all inclusion and exclusion criteria?	Yes

Patient has been assigned patient number: 03RAND003

Allocated patient pack: 0060

Randomisation overview

- Overview of all randomised patients for your site

		ADVOR (View)
	AZ Delta - 03	
		Add patient
		Patient 03RAND001 (View)
		Patient 03RAND002 (View)
		Patient 03RAND003 (View)

Randomisation error

- In case an error has been made when randomising a subject, please contact CTCM during office hours:
 - By email: datamanagement.ctcm@mumc.nl
 - By phone: +31 (0) 43-387 20 40



CASTOR EDC



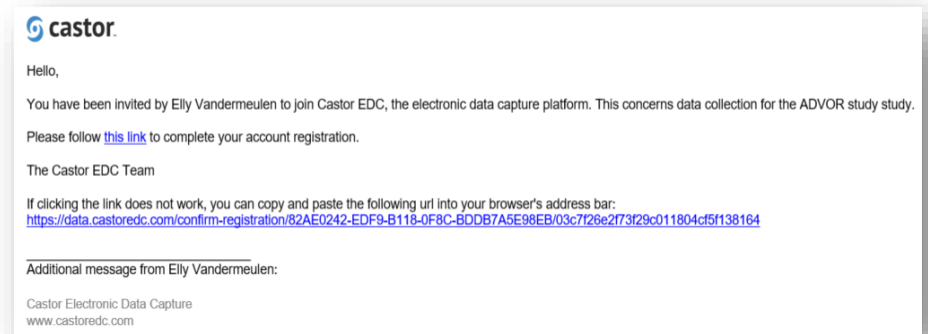
Background

- CASTOR Electronic Data Capture (EDC) system
- Web-based application
- Capture high quality data with audit trail
- Electronic query management
- Electronic data monitoring
- Works with the three latest versions of Google Chrome, Mozilla Firefox, Safari and Internet Explorer
- Works on any operating system.

! Will not be used for randomization ! → ALEA IWRS system

<https://data.castoredc.com/>

System access



castor.

Already registered? Please log in →

Please complete your Castor account details

Please complete this form to confirm your new account. With this account you will be able to access the study you are enrolled to.

First name:

Last name:

Email address:

Password:

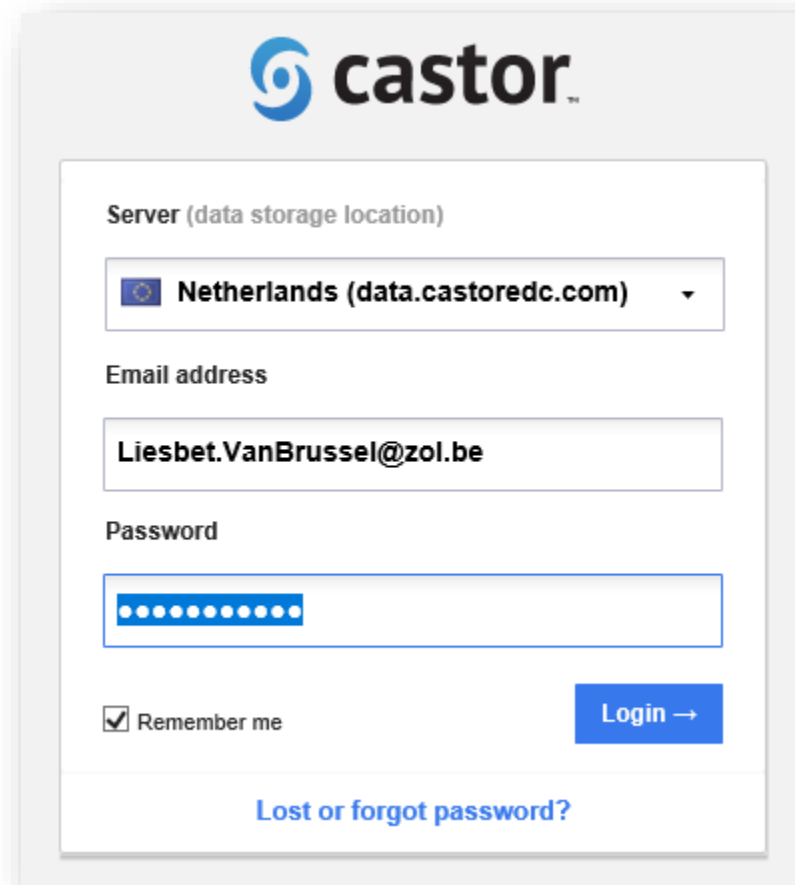
Re-enter password:

Your password should contain at least 8 characters and have 1 uppercase, 1 lowercase and 1 numeric character.

By registering my account, I declare to have read and agree to the [Terms of Use](#).

Log-in

- Server (data storage location) = Netherlands
- Email address
- Password



The image shows a login form for the 'castor' system. At the top is the 'castor' logo. Below it, the form is titled 'Server (data storage location)' and features a dropdown menu with the selected option 'Netherlands (data.castoredc.com)'. The 'Email address' field contains 'Liesbet.VanBrussel@zol.be'. The 'Password' field is masked with blue dots. At the bottom left is a checked 'Remember me' checkbox, and at the bottom right is a blue 'Login →' button. A link for 'Lost or forgot password?' is centered at the very bottom.

castor

Server (data storage location)

 **Netherlands (data.castoredc.com)** ▼

Email address

Liesbet.VanBrussel@zol.be

Password

☒ Remember me Login →

[Lost or forgot password?](#)

Accessing ADVOR



Support ▾Liesbet test PI ▾

My studies

This is an overview of all the studies you have access to. Open one by clicking it or create a new study with the button at the right.

Start a new study →

Search for a study |

Sort by Creation date ▾

☐ Monocenter study

ADVOR study 191.91

 Contact study admin

All records

Add new subject

castor ADVOR study v191.91 • Support ▾ Liesbet Van Brussel ▾

Records Structure Form Users Reports Surveys Audit Trail Statistics Monitoring Settings

Search: in Record ▾ ☐ Exact match **+ New record**  Export ▾  Import  Print

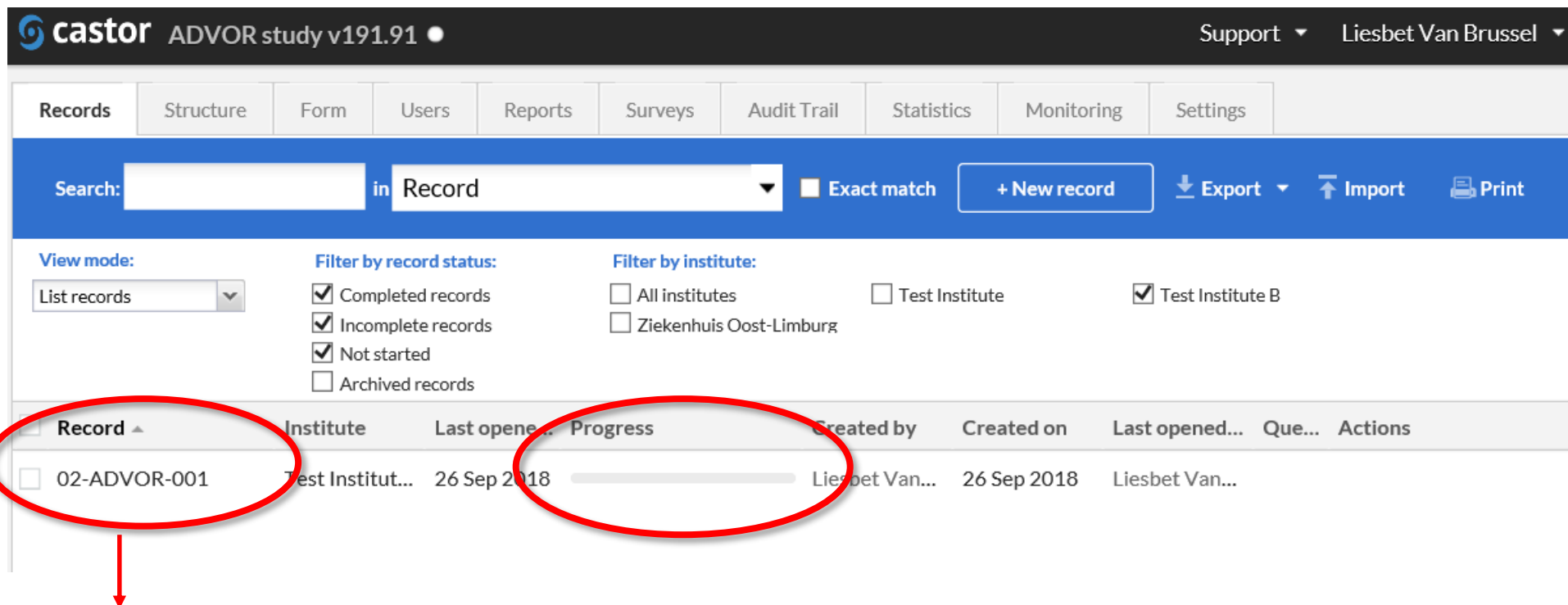
View mode:
 ▾

Filter by record status:
☒ Completed records
☒ Incomplete records
☒ Not started
☐ Archived records

Filter by institute:
☐ All institutes
☐ Ziekenhuis Oost-Limburg
☐ Test Institute
☒ Test Institute B

☐ Record ▴	Institute	Last opene...	Progress	Created by	Created on	Last opened...	Que...	Actions
-----------------------------------	-----------	---------------	----------	------------	------------	----------------	--------	---------

Add new subject



castor ADVOR study v191.91 • Support ▾ Liesbet Van Brussel ▾

Records Structure Form Users Reports Surveys Audit Trail Statistics Monitoring Settings

Search: in Record ▾ ☐ Exact match

View mode: ▾

Filter by record status:

- ☒ Completed records
- ☒ Incomplete records
- ☒ Not started
- ☐ Archived records

Filter by institute:

- ☐ All institutes
- ☐ Ziekenhuis Oost-Limburg
- ☐ Test Institute
- ☒ Test Institute B

☐ Record ▴	Institute	Last opened...	Progress	Created by	Created on	Last opened...	Que...	Actions
☐ 02-ADVOR-001	Test Institut...	26 Sep 2018		Liesbet Van...	26 Sep 2018	Liesbet Van...		

= subject number in eCRF
automatically completed

Entering study data

The screenshot shows the ADVOR web application interface. The top navigation bar includes tabs for Study, Reports, Monitoring, and Randomization. The main content area is titled 'Screening' and '1. Date of visit'. A sidebar on the left contains a list of study phases: Screening, Day 1, Day 2, Day 3, Day 4, Hospital discharge, Readmission, Follow-up 3 months, Trial termination, Adverse event(s), and Sign-off. The 'Screening' phase is currently selected. A red circle highlights the 'Record: 02-ADVOR-001' and 'Progress: 0%' information. A red bracket points to the list of study phases, with a red text annotation 'Cfr. study phases defined in study protocol'. The bottom of the interface features a 'Back to record list' button and 'Previous' and 'Next' navigation buttons.

ADVOR

Record: 02-ADVOR-001

Progress: 0%

☒ Show Reports

Screening

Day 1

Day 2

Day 3

Day 4

Hospital discharge

Readmission

Follow-up 3 months

Trial termination

Adverse event(s)

Sign-off

1. Date of visit

Date of visit (dd-mm-yyyy)

Cfr. study phases defined in study protocol

Back to record list

Previous Next

Entering study data



Record: 02-ADVOR-001

Progress: 0%

☒ Show Reports

Screening

☐ 1. Date of visit

☐ 2. Eligibility

☐ 3. Randomization

☐ 4. Demographics

☐ 5. Medical/surgical history and concomitant diseases

☐ 6. Vital signs / Anthropometric measurements

☐ 7. Volume assessment

☐ 8. Laboratory - blood

☒ 9. Concomitant medication

☐ 10. Quality of life- EQ5D

Day 1

Day 2

Study

Reports

Monitoring

Randomization

Screening

1. Date of visit

1.1 Date of visit

(dd-mm-yyyy)

Entering study data



Record: 02-ADVOR-001

Progress: 4%

☒ Show Reports

Screening

1. Date of visit

2. Eligibility

3. Randomization

4. Demographics

5. Medical/surgical history and concomitant diseases

6. Vital signs / Anthropometric measurements

7. Volume assessment

8. Laboratory - blood

9. Concomitant medication

10. Quality of life- EQ5D

3.1 Please provide date of randomization by IWRS:

24-09-2018 (dd-mm-yyyy)

3.2 Please provide time of randomization by IWRS:

09:15 (hh:mm)

3.3 Randomization number

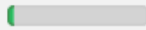
02RAND001

3.4 Assigned Kit Number

Entering study data



Record: 02-ADVOR-001

Progress:  5%

☒ Show Reports

- Screening
- 1. Date of visit
- 2. Eligibility
- 3. Randomization**
- 4. Demographics
- 5. Medical/surgical history and concomitant diseases
- 6. Vital signs / Anthropometric measurements
- 7. Volume assessment
- 8. Laboratory - blood

Study

Reports

Monitoring

Randomization

Screening

3. Randomization

3.1

Please provide date of randomization by IWRS:

i

24-09-2018



(dd-mm-yyyy)



3.2

Please provide time of randomization by IWRS:

i

09:15



(hh:mm)



3.3

Randomization number

i

02RAND001



3.4

Assigned Kit Number

i

1234



Help!? – Additional information

Screening

5. Medical/surgical history and concomitant diseases

Medical/surgical history and concomitant diseases related to Inclusion/exclusion criteria

5.1 Is there a medical history of congenital heart disease requiring surgical correction? ☐ No ☐ Yes 

5.2 Is there a concurrent diagnosis of an acute coronary syndrome?  ☐ No ☐ Yes 

Acute coronary syndrome is per protocol defined as typical chest pain in addition to a troponin rise above the 99th percentile and/or electrocardiographic changes suggestive of cardiac ischemia.

5.3 Date of most recent LVEF measurement   (dd-mm-yyyy) 

Help!? – warnings and messages

Screening

4. Demographics

- | | | | |
|-----|---------------|--|---|
| 4.1 | Date of birth | <input type="text" value="04-09-2018"/>  (dd-mm-yyyy) |  |
| 4.2 | Age | 0 year |  |

Patient is younger than 18 years! Please contact the ADVOR study team (advor@zol.be) for further instructions

Help!?

- Manual
 - CRF Completion guidelines
- ADVOR team
 - advor@zol.be
 - 089/ 32 73 25



Data quality – auto queries

Screening 4. Demographics

4.1	Date of birth	04-09-1945 (dd-mm-yyyy)	 
4.2	Age	73 year	
4.3	What is the sex of the subject?	 ☐ Male ☒ Female	
4.3.1	If female, is this a female of child bearing potential?	☐ No ☒ Yes	 

Queries for field If female, is this a female of child bearing potential? 

Current query status:  Open

Change status to:

Remarks:

Do you confirm that this patient is of child bearing potential? Patient is above 50 years. Please check.

This query was automatically generated by automation 'Add query when of childbearing potential and age above 50'.

By: Marlies Dictus Date: 2018-09-26 02:58:39

New Remark:

Data quality – manual queries

3.4 Assigned Kit Number



123



Queries for field Assigned Kit Number

Current query status: ? Open

Change status to: Open

Remarks:

Kit number should have format xxxx. Please verify.

By: Liesbet Van BrusselDate: 2018-09-26 03:06:18

New Remark:

Update

Close

Questions?



Link demo data management systems

<https://acc.tenalea.net/ctcm/dm/>

<https://data.castoredc.com>



Agenda

13:30	• Introduction KCE & ZOL AV
13:45	• Study and protocol presentation
15:15	• Data management
15:45	• Coffee break
16:00	• Study practicalities
16:25	• EDGE
16:40	• Q&A

Study practicalities

- Study timelines
- ADVOR manuals/guidelines/forms

Study timelines

Presenter: Marlies Dictus



Current status

- Central EC approval
- Collection of site start-up documents
- Finalization of contracts
- First site initiation visits as of October 2018 (starting at ZOL Genk)

Expected start of accrual: October 2018

Participating centers

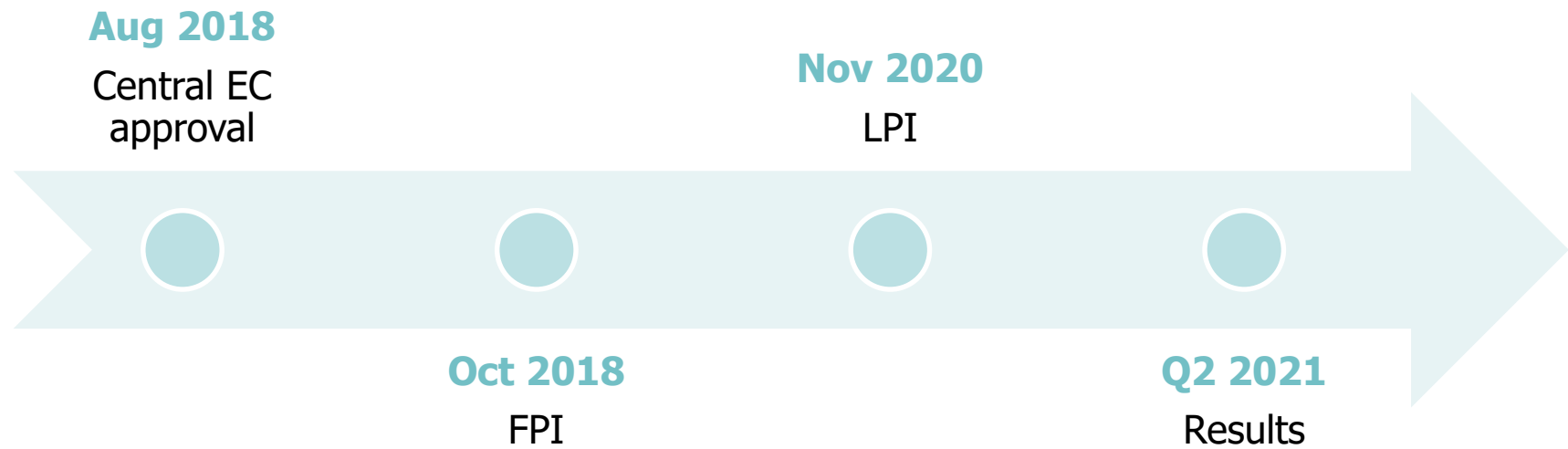
23 hospitals in Belgium

- Flanders
- Brussels
- Wallonia

(academic and non-academic)



Study timelines



ADVOR manuals/guidelines/forms

Presenter: Marlies Dictus

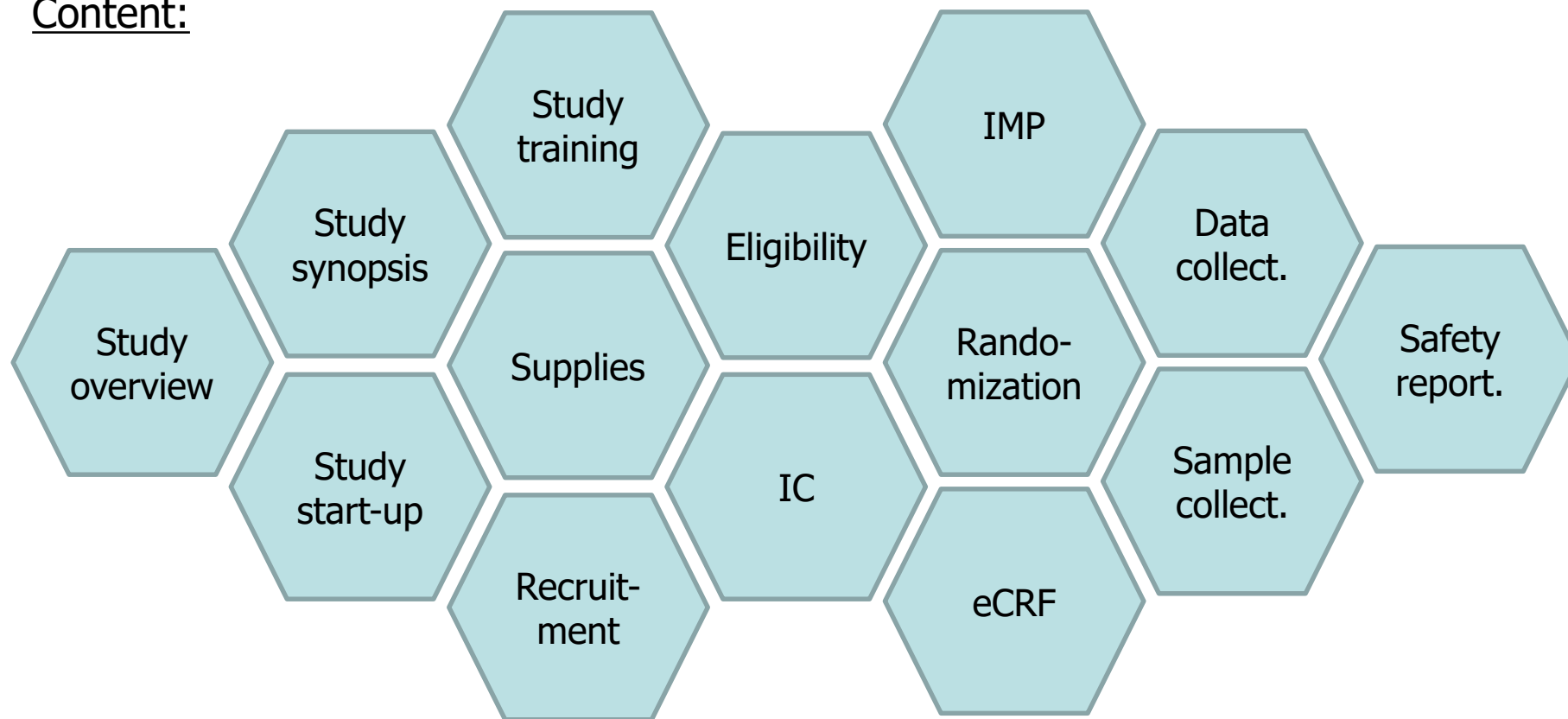


Overview manuals and guidelines

Documentation	Content
Manual Of Operations	Practical guidelines for study start-up and conduct
Safety guidelines	Guidelines on handling of safety data
CRF completion guidelines	Guidelines on Castor EDC and eCRF completion
Lab manual (sub-study)	Guidance on the sub-study practicalities

Manual Of Operations (MOO)

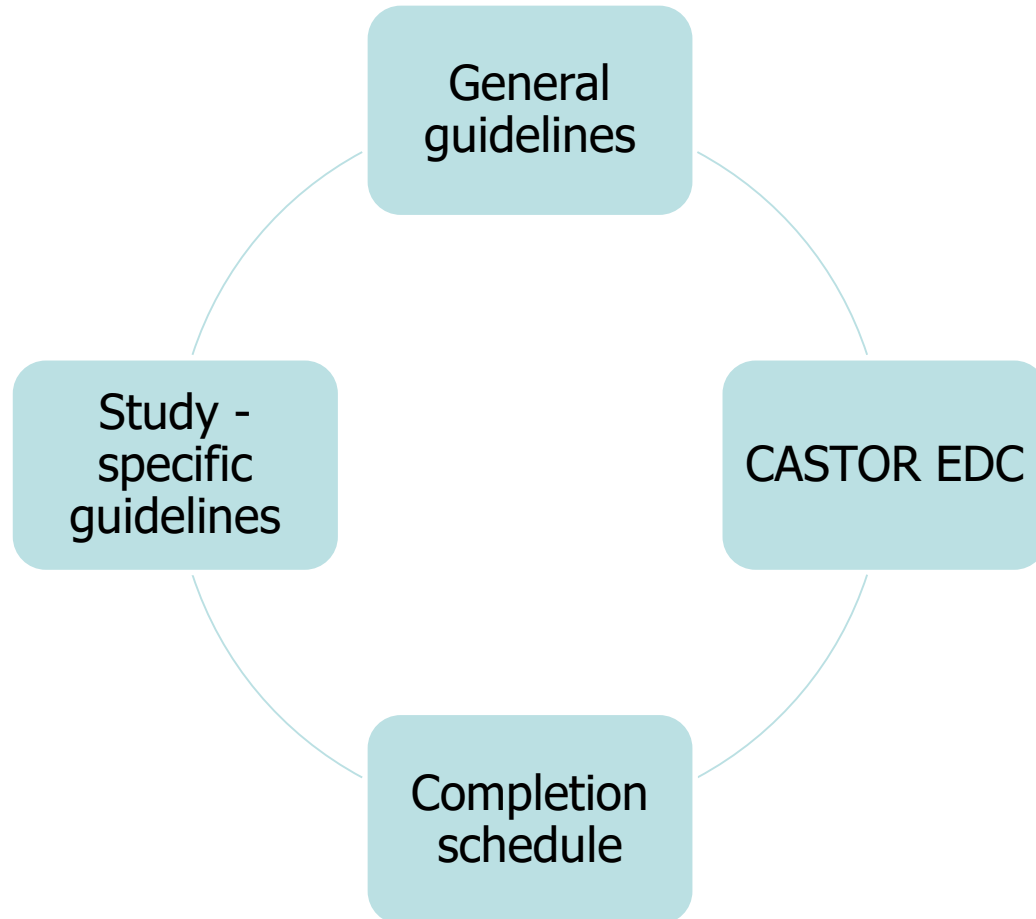
Content:



Safety guidelines



CRF completion guidelines



Lab manual (sub-study)

! Only applicable if your site is participating to the laboratory sub-study !

Contact information	
Supplies	
Schedule	
Sample processing	
Shipping procedure	
Resupply	

Overview study specific forms and documents

Documentation	Content
Inclusion and exclusion form	Checklist of inclusion and exclusion criteria
Investigator worksheet	Daily checklist for investigator and documentation of volume assessment
Study coordinator worksheet	Work document for Study Coordinator on all assessments that should be performed/documented for the patient
Patient card	Card patient always needs to carry to inform in case of urgency that he/she is participating in the study

Inclusion and exclusion form

- Completed for each screened patient BEFORE randomization of the patient
- Signed and dated by Principal/Sub- Investigator to confirm eligibility of the patient

Clinical Trial Unit (CTU) ADVOR Ziekenhuis Oost-Limburg

INCLUSION AND EXCLUSION FORM

Protocol Title: A multi-center, randomized, double-blind, phase IV clinical trial on the diuretic effects of Acetazolamide (Diamox ®) in patients with Decompensated heart failure and Volume Overload.

Protocol Version / Date: version 1.0 / 09 May 2018

Inclusion criteria	YES	NO
• Signed written informed consent must be obtained before any study assessment is performed	☐	☐
• Male or female patient 18 years of age or older	☐	☐
• An elective or emergency hospital admission with clinical diagnosis of decompensated HF with at least one clinical sign of volume overload. Sign of volume overload: OEDEMA/PLEURAL EFFUSION/ASCITES (delete as appropriate) Chest X-ray or ultrasound (if pleural effusion is used as inclusion criteria): ☐ Not applicable ☐ ____ : ____ (24 hour clock) Abdominal ultrasound (if ascites is used as inclusion criteria): ☐ Not applicable ☐ ____ : ____ (24 hour clock)	☐	☐

- ALL inclusion criteria should be 'YES'
- NONE of the exclusion criteria should be 'YES'

Investigator worksheet

- Work document for the investigator: daily action list – volume assessment
- Volume assessment = MANDATORY (to be signed off)
- Background therapy information sheet



ADVOR STUDY

Ziekenhuis Oost-Limburg

VOLUME ASSESSMENT – DAY 2 – Date: __ / __ / ____ - Time: __ : __

Volume urinary collection period 1: ____ mL
(starts immediately after first bolus administration and until the morning of day 2)

Name and signature of cardiologist with heart failure expertise:

	Trace oedema: <4mm and rebounds ≤ 10sec	Clear pitting oedema: ≥ 4mm and takes up >10sec to rebound		
OEDEMA	☐ No oedema (score 0)	☐ Trace oedema (score 1)	☐ Below ankle (score 2)	☐ Up to knee (score 3)
PLEURAL EFFUSION	☐ No pleural effusion (score 0)	☐ Minor, non-amendable for puncture (score 2)	☐ Major, amendable for puncture (score 3)	
ASCITES	☐ No ascites (score 0)	☐ Minor only detected by echography (score 2)	☐ Significant ascites (score 3)	

Instruction: please indicate per row 1 field that applies.

SUCCESSFUL DECONGESTION: STOP IV STUDY TREATMENT AND CHANGE TO ORAL REGIMEN

CONTINUE STUDY TREATMENT (day 2, 8-12 AM):

- IV diuretic (1x orally home dose)
- 500 mg IV bolus IMP

After 6 hours: - IV diuretic (1x orally home dose)

ADVOR patient ID number: _____



ADVOR STUDY

Ziekenhuis Oost-Limburg

INVESTIGATOR WORKSHEET – DAY 2

- Perform volume assessment** (see next page)
- Prescribe diuretic treatment:**
 - ☐ Bolus IV loop diuretic = 1 x oral home dose*
AND
500 mg bolus IV IMP (Investigational Medicinal Product)
 - ☐ After 6 hours: bolus IV loop diuretic = 1 x oral home dose*

***Conversion factor:**

1 mg bumetanide po = 1 mg bumetanide IV

40 mg furosemide po = 40 mg furosemide IV

20 mg torsemide po = 40 mg furosemide IV = 1 mg bumetanide IV

- Ensure that **urine collection period 1 is stopped** and that urine collection period **2 is started**

Study coordinator worksheet

- Work document for the study coordinator that describes all assessments to be done and documented
- Not mandatory but very helpful (e.g. instructions, checklists, ...)
- Can act as source documentation

DAY 2: ____ / ____ / ____

Assessments prior to the administration of study medication (between 8 a.m and 12 a.m)

☐ Collect vital signs

- Body weight: ____ kg
- Blood pressure: ____ / ____ mmHg (systolic / diastolic)
- Heart rate: ____ beats/min

☐ Collect completed and signed Volume Assessment

☐ Collect morning blood sample for local laboratory assessment:

☐ Serum hemoglobin	☐ Hematocrit
☐ Na, K, Cl, HCO ₃	☐ Serum urea
☐ Serum Cr	☐ Serum albumin

☐ Ask patient to empty their bladder

☐ Collect urinary container 1 and provide a new urinary container 2 to the patient.
(start of urinary collection 2 should be as close to the administration of study dose, if applicable)

Patient card

- The card informs that the patient participates to the ADVOR clinical study
- Details of the patient and treating physician are written on the card
- Important in case of urgent deblinding, accident, ...

! The patient always needs to carry this card with him/her !

PATIENTENKAART/CARTE DE PATIENT
ADVOR STUDIE/ETUDE
Acetazolamide in Decompensated heart failure with Volume Overload

ADVOR

Deze persoon neemt deel aan een klinische studie. Voor informatie over deze studie, spoedeisende deblinding of bij een ongeval, neem contact op met de behandelende arts (zie achterzijde).

Cette personne participe à un essai clinique. Pour tout information concernant cet essai, en cas de nécessité urgente d'ouvrir le code de randomisation ou en cas d'accident, veuillez contacter le médecin traitant (voir au verso).

*Draag deze kaart altijd bij u.
Veuillez garder cette carte en permanence sur vous.*

Ziekenhuis Oost-Limburg

Naam/Nom de patient: _____

Centr #: _____ Pt #: _____

Behandelende arts/Médecin traitant: _____

Adres/Adresse: _____

Telefoon/Téléphone: _____

Overview study logs

Documentation	Content
Screening log	Log of all screened subjects
Enrollment log	Log of all patients that are enrolled in the study
Subject identification log	Identification of all patients: link between the personal data and the anonymized study ID number
IMP accountability log	Log of IMP receipt, dispense, return and/or destruction
Site delegation and responsibility log	Log of all people at site working on the study with their roles and delegated tasks
Study training log	Log of all trainings given on site for the study
Monitoring log	Log of all monitoring visits performed on site
Temperature log	Recording of daily temperature of storage IMP
Substudy shipment document	Log of available samples in the freezer and shipment of samples (only when participating to the substudy)
Site identification log	Localization of all source and study related documents

IMP accountability log

IMP/IMD ACCOUNTABILITY LOG											☐ Blinded Document ☐ Unblinded Document ¹			
Site Principal Investigator:					Site ID:					STUDY:				
IMP/IMD Name:					Doses:					Dosage Form:				
Units Per Container:			Storage Requirement (refer to product label): ²											
Receipt or Dispense Date ³ dd/mm/yyyy	☐ Lot Number ☐ Kit Number ☐ Container Number ☐ Other (specify) _____ Or Shipment ID # ⁴	Study Subject ID Number (SSID) ⁵	Quantity of Containers Received (R) or Dispensed (D) ⁶	Balance (Containers) ⁷	Staff Initials ⁸	Monitor Initials ⁹	Subject Returns ¹⁰			Disposition ¹¹			Comments ¹²	
							Quantity of Units Returned (NR for not returned)	Date Returned dd/mm/yyyy	Staff Initials	Return (R) to Sponsor / Designee or Destroy (D)	Date of Disposition dd/mm/yyyy	Staff Initials		Monitor Initials



Site delegation and responsibility log

Study Site number: _____ Principal Investigator: _____

Name	Initials	Role*	Delegated tasks	Signature	From **	PI initials and date	To	PI initials and date

*Role: Includes but is not limited to Sub-Investigator (SI), Study Coordinator (SC), Pharmacist, lab technician, etc.

**By initialing this document, the PI confirms that the relevant staff member was trained for the required delegated activities and will operate under PI surveillance.

Training in project-specific tasks must be completed prior to performing any associated study procedures which differ from normal clinical practice and should be documented in the project-specific training log.

1. Obtain Informed Consent	6. AE causality	11. Break IP Blind	16. Sign CRF
2. Medical History	7. Prescribe and/or titrate IP	12. Draw Lab samples	17. Randomization
3. Perform Physical Exam	8. Prepare IP	13. Process Lab samples	18. Other, specify _____
4. Confirm Eligibility of subjects	9. Dispense IP	14. CRF completion and corrections	19. Other, specify _____
5. Safety Review and oversight	10. Administer IP	15. Sign DM queries	20. Other, specify _____

General

- All documentation will be provided and explained during site initiation visit
- ADVOR study team available for all your questions



089 32 73 25



advor@zol.be



Any questions?



THANK YOU FOR YOUR ATTENDANCE!

