

TABLE OF CONTENTS

Acknowledgements xi

Introduction..... xiii

1 What Is a CRA?..... 1

The CRA—An Overview1

The CRA Personality 4

Career Preparation.....7

In the Future.....10

Your Value..... 12

Key Takeaways..... 12

2 The History Behind the Regulations 14

Regulation and Human Subject Protection Milestones.....15

Summary.....21

Key Takeaways.....21

3 Regulations and GCPs24

FDA Regulations for Clinical Trials 24

ICH Guidelines for Good Clinical Practice25

FDA Guidelines and Information Sheets.....26

FDA Compliance Program Guidance Manuals26

NIH-Regulated Research..... 27

FDA Bioresearch Monitoring Program (BIMO)27

Good Clinical Practice (GCP)..... 27

Contacting the FDA28

Key Takeaways.....28

4	Roles and Responsibilities in Clinical Trials	30
	Sponsors	30
	Institutional Review Boards (IRBs).....	32
	Clinical Investigator	33
	Other Research Partners	35
	Managing Relationships	36
	Key Takeaways.....	37
5	The Research Process	40
	Preclinical Research.....	40
	The IND (Investigational New Drug) Application	45
	Clinical Trials.....	47
	Summary.....	53
	Key Takeaways.....	53
6	Devices and Biologics.....	56
	Biologics and Vaccines.....	58
	Key Takeaways.....	60
7	Globalization of Clinical Trials	62
	Managing Multinational Trials.....	64
	Key Takeaways.....	67
8	Institutional Review Boards and Data Safety Monitoring Boards.....	68
	Types of IRBs	69
	IRB Responsibilities.....	70
	IRB Review of Proposed Research	73
	IRB Membership	76
	IRB Operations	77
	Conflict of Interest.....	77
	IRB Registration	77
	FDA Guidance Documents for IRBs.....	77
	Scientific Review Committee.....	78
	Data Safety Monitoring Boards (DSMBs).....	78
	Key Takeaways.....	79

- 9 Informed Consent.....82**
 - Monitoring Informed Consent83
 - Basic Elements of Consent.....85
 - Obtaining Informed Consent88
 - The Consent Process89
 - Exceptions to Consent91
 - Electronic Informed Consent.....94
 - Conclusion.....96
 - Key Takeaways.....96

- 10 Preparing for a Study: Study Design and Statistical Issues95**
 - Study Design.....95
 - Summary.....104
 - Key Takeaways.....104

- 11 Preparing for a Study: Protocols, Case Report Forms and Electronic Data Capture..... 107**
 - Developing a Protocol107
 - Case Report Forms (CRFs)120
 - Electronic Data Capture (EDC).....126
 - Electronic Patient Recorded Outcomes, Questionnaires, Diaries and Assessments126
 - Summary.....130
 - Key Takeaways.....130

- 12 Clinical Investigators 133**
 - Investigators and Their Responsibilities.....133
 - Evaluating and Selecting Investigators138
 - Locating Potential Investigators140
 - Key Takeaways.....151

13	Study Initiation	153
	Study Initiation Documents	153
	Financial Disclosure	154
	The Investigator Meeting	156
	Study Initiation Meetings	162
	Investigator Study Files	167
	Grants and Contracts	168
	Key Takeaways.....	172
14	Study Monitoring	175
	The Monitoring Plan.....	175
	Preparing for a Monitoring Visit	182
	Site Monitoring Visits	184
	Confidentiality.....	203
	The End of the Visit	205
	Monitoring Visit Reports.....	206
	Follow-up Letter to the Investigator	207
	Conclusion.....	208
	Key Takeaways.....	209
15	Adverse Events and Safety Monitoring	215
	Regulations	215
	Adverse Events (AEs) on Marketed Products.....	218
	Adverse Events (AEs) in Clinical Trials.....	219
	Investigator Reporting Responsibilities	222
	Sponsor Responsibilities	222
	Differences Between Clinical Studies and Clinical Practice.....	223
	Common Reporting Problems	225
	Key Takeaways.....	226

- 16 Recruitment, Retention and Compliance2229**
 - Recruitment of Study Subjects229
 - New Strategies for Subject Recruitment..... 237
 - Retention of Study Subjects..... 243
 - Subject Compliance248
 - Key Takeaways.....254

- 17 Study Closeout..... 257**
 - Reasons for Study Closeout..... 257
 - Closeout Procedures 259
 - Key Takeaways..... 262

- 18 Quality Management263**
 - Site Metrics264
 - Key Takeaways.....269

- 19 Audits 273**
 - Sponsor Audits of Investigative Sites 273
 - IRB Audits of Investigative Sites..... 275
 - FDA Audits..... 276
 - Key Takeaways.....285

- 20 Errors, Misconduct and Fraud.....287**
 - Definitions 287
 - Errors 287
 - Misconduct..... 290
 - Fraud 291
 - Conclusion..... 297
 - Key Takeaways..... 298

21 The Future for CRAs	299
Impact of Technology	299
Increased Responsibility	300
Regional Monitoring	300
Conclusion	301
Key Takeaways.....	301
Afterword	303
Appendix A Resources	305
Appendix B Hints and Tips	209
Appendix C Sample Forms, Checklists and Logs	323
Appendix D Job Descriptions and Academic Programs	347
Appendix E ICH-FDA Comparison.....	357
Appendix F Harmonized Tripartite Guideline for Good Clinical Practice	361
Appendix G Title 21—Food and Drugs	409
Part 11—Electronic Records; Electronic Signatures	409
Part 50—Protection of Human Subjects	413
Part 54—Financial Disclosure by Clinical Investigators	427
Part 56—Institutional Review Boards	430
Part 312—Investigational New Drug Application	441
Part 314—Applications for FDA Approval to Market a New Drug	486
Part 600—Biological Products: General.....	576
Part 601—Licensing	601
Part 610—General Biological Products Standards	631
Part 812—Investigational Device Exemptions	652
Part 814—Pre-market Approval of Medical Devices.....	673
Appendix H Exercises with Answers	703
Index.....	715
About CenterWatch.....	721
About the Authors	727