

Standard OPERATING PROCEDURES

UoA: <https://www.abdn.ac.uk/clinicalresearchgovernance/sops/index.php>

TASC: <http://www.ahspartnership.org.uk/tasc/for-researchers/sops>

SOP	TITLE	Version	SOP date	review date
SOP QA 1	Management of SOPs	V3	01/04/2017	01/04/2020
SOP-QA-2	Training Record	V3	01/06/2018	01/06/2021
SOP QA 3	Protocol	V4	05/11/2018	05/11/2021
SOP QA 4	Applying for Sponsorship	V3	01/04/2017	01/04/2020
SOP QA 6	Study start up	V3	01/06/2018	01/06/2021
SOP-QA-9	Receiving Informed Consent	V3	26/11/2018	26/11/2021
SOP QA 10	Applying for Research Ethics Committee Opinion	V3	05/11/2018	05/11/2021
SOP QA 13	Generation of Contracts	V3	01/04/2017	01/04/2020
SOP QA 17	Project Committees	V4	01/06/2018	01/06/2021
SOP QA 19	Amendments	V3	01/04/2017	01/04/2020
SOP QA 22	Adverse Events	V3	01/06/2018	01/06/2021
SOP-QA-23	Statistical analysis plans for clinical trials	V2	01/04/2017	01/04/2020
SOP QA 25	Deviations and breaches	V3	01/06/2018	01/06/2021
SOP QA 27	Good document practice	V2	01/04/2017	01/04/2020
SOP-QA-28	Monitoring	V3	19/09/2018	19/09/2021
SOP-QA-29	Audit	V2	01/04/2017	01/04/2020
SOP-QA-31	Research project closure	V2	01/04/2017	01/04/2020
SOP-QA-32	Archiving	V3	01/06/2018	01/06/2021
SOP-QA-33	Research project publications and dissemination	V2	01/04/2017	10/04/2020
SOP-QA-34	GCP Training	V5	05/11/2018	05/11/2021
SOP-QA-36	Retention of Health Records of Clinical Trial Patients	V3	01/06/2018	01/06/2021
SOP-QA-40	Multi-centred site selection	V2	01/06/2018	01/06/2021
TASC SOP19	PREPARING AND MAINTAINING CASE REPORT FORMS (CRFs) FOR USE IN CLINICAL RESEARCH	8.0	11/10/2018	11/10/2020
TASC SOP32	LOCKING CLINICAL STUDY DATABASES	5.0	26/03/2019	26/03/2021
TASC SOP40	RANDOMISATION, BLINDING AND CODE BREAKING IN CLINICAL TRIALS OF INVESTIGATIONAL MEDICINAL PRODUCTS	6.0	11/12/2018	11/12/2020
TASC SOP45	STANDARD OPERATING PROCEDURE FOR ESTABLISHING AND MAINTAINING A TRIAL MASTER FILE OR AN INVESTIGATOR SITE FILE IN CLINICAL TRIALS OF INVESTIGATIONAL MEDICINAL PRODUCTS	5.0	12/07/2017	12/07/2019
TASC SOP48	DATA MANAGEMENT IN CLINICAL TRIALS OF INVESTIGATIONAL MEDICINAL PRODUCTS USING EXCEL	4.0	04/02/2018	04/02/2020
TASC SOP53	PROCEDURE FOR DATA MANAGEMENT SYSTEMS IN CLINICAL RESEARCH	2.0	20/08/2018	20/08/2020
Study specific	Participant documents font and point size	1.0	18/04/2018	18/04/2020