UCLH/UCL Joint Research Office

FEASIBILITY (AAC) PROCESS

A. RECIEPT OF VALID DOCUMENTATION SET & REGULATORY APPROVALS

1. JRO registers study on its database (EDGE)
2. JRO allocates study to a supporting unit (CCTU, JRO, CRF) to begin reviews
3. Coordinator from a supporting unit is assigned to the study to review the document set and regulatory approvals and begin feasibility review

B. FEASIBILITY REVIEW

1. Coordinator initiates the required reviews (including resources, space, equipment, funds, EPIC requirements, the adequacy of contracts and costing templates and initiate research passports required to deliver the study at UCLH)
2. Service Support Departments receive study information, review requirements and provide an approval and costs to be inserted into the contract
3. Feasibility Committee approval from the host UCLH Trials Unit (CCTU and CRF only)
4. Costings & Contracts reviews is conducted, and any agreements executed
5. Coordinator compiles all final completed reviews and documents

Pharmacy

Radiology

Nuclear Medicine

Pathology

C. UCLH CLINICAL DIRECTOR AUTHORISATION

D. UCLH CONFIRMATION OF CAPACITY & CAPABILITY & STUDY ADDED TO EPIC