

RAMPART SITE ACTIVATION CHECKLIST

This checklist outlines the activation requirements for the accreditation of your centre. It is intended to guide you through the accreditation steps required before patients can be randomized into the trial.

All documents listed below **must be emailed or faxed** to the RAMPART trial team prior to activation; please do not post any documents as this will result in delaying your accreditation.

RAMPART Trial Team

Email: mrcctu.rampart@ucl.ac.uk

Fax: 0207 670 4818

The RAMPART trial team does **not** require a copy of this checklist but you should file a copy in your Investigator Site File for completeness.

Key
Action required: Please provide copy to the RAMPART team
Action required: Please file copies of completed documents in these folders
Action required: Confirm attendance

DOCUMENTATION	Completed	Sent to RAMPART team	Key
PI CV and GCP certificate <i>Action may have been completed as part of feasibility</i>		<input type="checkbox"/>	
Lab accreditation <i>Action may have been completed as part of feasibility</i>		<input type="checkbox"/>	
PI Statement	<input type="checkbox"/>	<input type="checkbox"/>	
Model Non-Commercial Agreement <i>Update highlighted text with local site/contact details before sign-off</i>	<input type="checkbox"/>	<input type="checkbox"/>	
PIS, Consent Form, GP letter <i>Update highlighted text with contact details and add local headers</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Delegation Log	<input type="checkbox"/>	<input type="checkbox"/>	
Site Personnel list	<input type="checkbox"/>	<input type="checkbox"/>	
Capacity and Capability Assessment	<input type="checkbox"/>	<input type="checkbox"/>	
Investigator Site File	<input type="checkbox"/>		
TRAINING	Completed	Sent to RAMPART team	Key
Site Initiation Assessment	<input type="checkbox"/>		
Training Log completed	<input type="checkbox"/>	<input type="checkbox"/>	
PHARMACY	Completed	Sent to RAMPART team	Key
Pharmacy Declaration	<input type="checkbox"/>	<input type="checkbox"/>	
Pharmacy Site File	<input type="checkbox"/>		
Delegation Log <i>Unless pharmacy staff included in main log</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Site Personnel List <i>Unless pharmacy staff included in main log</i>	<input type="checkbox"/>	<input type="checkbox"/>	