

Appendix 4

List of Attributes - Responsibilities

List of All Attribute Lists			
	When to use	Who Adds to project	Who completes information
Alliance Involvement	When Alliance sites have been identified as being involved in the study - please see further information / guidance in General Documents	Specialty	Specialty
Bids / Grants Process Stage 1	To track Bids / Grants at Stage 1	Corporate R&I	Corporate R&I
Bids / Grants Process Stage 2	To track Bids / Grants at Stage 2	Corporate R&I	Corporate R&I
BRC / CLAHRC Involvement	Identifies specific areas of the CRF/BRC that are used on the study	Specialty	Specialty
Capacity/Capability Confirmation NOT REQUIRED	For use in studies where C&C is not required	Corporate R&I	Corporate R&I
COMMUNICATIONS	To track the involvement of Communications in the study	R&I Comms	R&I Comms
Contracts Attribute	To manage the study contracts	Corporate R&I	Corporate R&I
Data Driven Technologies - AI/APPs etc	To be added when AI / APPs are being used as part of the study	Specialty	Specialty
Data Flows / GDPR	EVERY STUDY	Corporate R&I	Corporate R&I with input from Specialty
EOI / Capability	Where an EOI is required	Corporate R&I	Corporate R&I with input from Specialty
Feasibility (Arrange)	Being phased out	N/A	N/A

Finance Approval	EVERY STUDY	Corporate R&I	Corporate R&I with input from Speciality
Laboratory Involvement - CTIMPS ONLY	Every study where Laboratories are involved - either UHL or External	Corporate R&I	Corporate R&I with input from Speciality
Laboratory Involvement - NON CTIMP	Every study where Laboratories are involved - either UHL or External	Corporate R&I	Corporate R&I with input from Speciality
Mandatory Category 1 (UHL)	EVERY STUDY	Corporate R&I	Corporate R&I
Mandatory Category 2 (UHL)	EVERY STUDY	Corporate R&I	Corporate R&I
Mandatory Category 3	EVERY STUDY	Corporate R&I	Corporate R&I
Mandatory Category 4 - Authorisation	EVERY STUDY	Corporate R&I	Corporate R&I
Medical Devices / Equipment	Every study where Medical Equipment / Devices are used in the study	Corporate R&I	Specialty
MHRA - UHL SPONSORED CTIMPS ONLY	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
Musketeers Memorandum Studies Approval	Added only for Musketeers studies	Corporate R&I	Corporate R&I with input from Speciality
Pandemic Study	Added only when Pandemic studies are woken up	Corporate R&I	Corporate R&I with input from Speciality
Partial to Full Authorisation	When partial C&C can be given ahead of full C&C	Corporate R&I	Corporate R&I with input from Speciality
Pharmacy Involvement	Added for every CTIMP	Corporate R&I	Corporate R&I with input from Speciality

Software / Hardware Requirements	Every study where software / hardware is required	Corporate R&I	Corporate R&I with input from Speciality
SPONSOR 1 APPLICATION PROCESS - Multi-Centre	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 10 Monitoring Provision	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 11 PIS / ICF Process	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 12a - Research Risk Assessment (CtIMP)	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 12b - Research Risk Assessment (Devices)	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 12c - Research Risk Assessment	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 13 HEALTHY VOLUNTEER STUDIES	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 14 - REC Analysis	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 15 End of Sponsor Green Light	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 2 APPLICATION PROCESS - Single Centre	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 3 CRF / Data Collection	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 4 RANDOMISATION	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 5 REVIEW - GENERAL	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 6 REVIEW - QUESTIONNAIRES	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 7 STATISTICS	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 8 Final Study Publication/Report	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
SPONSOR 9 FINANCE APPROVAL	UHL as SPONSOR - where relevant	Corporate R&I	Corporate R&I
Study Suspension	Added when a study is suspended	Corporate R&I	Corporate R&I with input from Speciality