



List of Services

The following is a list of CTN Core services. Some services are provided without charge (e.g., SRC, CAC, Communications), others are subject to qualifying review and acceptance (e.g., funding), and still others can form part of a final Clinical Trial Services Agreement as a combination of in-kind and pay-for-use support offered to investigators. The entire package of what CTN can and will offer is subject to mutual negotiation and agreement.

I. Study Planning

- Study methodology (pre-trial study design)
- Protocol development
- Development of informed consent forms
- Pre-final peer protocol review and comment by our Scientific Review Committee (SRC) and by our Community Advisory Committee (CAC) re: consent letters, study proposals/protocols, participant rights
- Final review of protocols and consent letters by SRC and CAC
- Local and national regulatory assistance or consultation
- Recruitment of study sites

II. Study Implementation

- Clinical trial and project management
- Clinical trial registration
- Case report form design and distribution
- Study manual production
- Database design and programming
- Data entry
- Data management (post-entry edit checks, queries to sites, processing of corrections, etc.)
- Site monitoring (contracted out)
- Data Safety Monitoring Committee
- Statistical analysis
- Pharmacoeconomics analysis
- Report writing (reports of results, scientific manuscripts, abstracts, posters, etc.)



III. Liaison and Communications

- Liaison with sites/investigators and industry
- Communication strategies for trials/publications: editing and writing support/research support
- Communications – bilingual website listing and “Connections” publication, community publications, development of trial blogs and recruitment materials, posters, etc.
- Meeting coordination (tied to our semi-annual meetings)
- Training (e.g., investigator meetings, continuing education for research coordinators and additional clinical research educational topics as necessary)
- Medical writing (e.g., study manuals, informed consent forms, scientific manuscripts, posters)

IV. Funding Support

Funding support (through CIHR core infrastructure grant) possibly including:

- Principal Investigator support payments
- Principal Investigator start-up funds
- Enrolment (unit) funding
- Site funds distribution (from primary funding sources)

Postdoctoral Fellowship Program:

- Competition process
- Sponsoring of up to 8 investigators annually on 2-year fellowship and travel grants

For more information contact the CTN's National Centre:

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