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| Form number | **Form 51.016J** | Version  | **2.0** |
| Title | **TMF Cover Sheet** |

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| **Trial R&I Ref:** |  |
| **Trial Title:** |  |
| **Chief Investigator:** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Section** | **Sponsor TMF File** | **Format****(tick both if mixed)** | **Location** | **Owner/Department** |
| 1-9 | Sponsor Research Co-ordinator  | 🞎 Paper🞎 Electronic |  | Systems Sponsor Team (NHSGGC R&I) |
| 10 | Pharmacy  | 🞎 Paper🞎 Electronic |  | Pharmacy Team (NHSGGC R&I) |
| 11 | Pharmacovigilance  | 🞎 Paper🞎 Electronic |  | PV Team (NHSGGC R&I) |
| 12 | Monitoring  | 🞎 Paper🞎 Electronic |  | Monitoring Team (NHSGGC R&I) |
| 13 | Governance  | 🞎 Paper🞎 Electronic |  | Governance Team (NHSGGC R&I) |
| 14 |  Project Management  | 🞎 Paper🞎 Electronic |  | Assigned Project Management Group |
| 15 |  Data Management | 🞎 Paper🞎 Electronic |  | Owned by vendor |
| 16 | Vendors (i.e Laboratories)  | 🞎 Paper🞎 Electronic |  | Owned by vendor |