**RESPONSIBILITIES LOG**

R&D ref no: Study title:

Chief/Principal Investigator:

Site location:

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| **Procedure Responsibilities Table** | **A =** Overall responsibility for the study at this site**B =** Obtaining ethics and Board approval (protocol and amendments)**C =** Informed consent**D =** Study assessments | **E =** CRF completion/data collection form completion**F =** Eligibility assessment**G =** Site file creation and maintenance**H =** Study prescriber(s) | **I =** Safety reporting **J =** Annual progress report**K =** End of study documentation(archiving, final report)**L =** Data protection**M =** Other (specify) |

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| **Study personnel****(print)** | **Signature** | **Initials** | **Study responsibility(ies) from above table** | **Period of study involvement****From To**  | **CI or PI signature and date** |
| Name:Study role: |  |  |  |  |  |
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**I confirm that the above individual(s) are appropriately qualified to perform the delegated study related duties**

Chief or Principal Investigator signature at study closure: Date: