**Glasgow Clinical Research Facility**

**Form 57.001C: Clinical Visit with Study Staff External to NHS GGC Checklist**

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| **Study Title** |  |
| **R&D Ref.** |  | **Lead Study Nurse** |  |
| **PI/Co-Investigator** |  | **Study Staff Member External to NHS GGC Name** |  |
| **Date of visit** |  | **Study Staff Member External to NHS GGC contact details** |  |
| **Hospital** |  | **Clinic / department** |  |

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| **Visit Preparation** | **Action** | **Completed** | **Initials** |
| Disclosure/PVG required if study staff member external to NHS GGC to be unsupervised  | Check disclosure/PVG in place  | [ ] [ ]  N/A (fully supervised) |  |
| Disclosure/PVG required if study staff member external to NHS GGC to provide research participant training | Check disclosure/PVG in place | [ ] [ ]  N/A (not training participant) |  |
| Health disclosure | Check whether had or been exposed recently to infectious disease (e.g. URTI, D&V)  | [ ]  |  |
| Check any allergies (e.g. Latex) If *Yes* obtain details | [ ]  |  |
| Infection control procedure | Signpost to hand-washing / hand gel procedures, PPE where required | [ ]  |  |
| Department notification | Inform department manager /coordinator of study staff member’s visit purpose | [ ]  |  |
| Participant consent to observed practice/visit | Explain study staff member’s role and where relevant obtain written consent from the participant (Form 57.001D) | [ ]  |  |

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| **Completed by (visit host)** |  | **Date** |  |
| **External Staff Member Signature** |  | **Date** |  |