

OnCore Communication Memo

Memo #: 7 – REQUIRED: Regulatory Checklist>Cooperative Group Activation Date

To: All Regulatory Staff
From: System Administrator
Effective Date: April 25, 2013

Purpose: The Cooperative Group Activation Date is **REQUIRED** to gather site initiation metrics and to run reports.

Notes: See ..\..\OnCore\Training Materials\OnCore User Manuals\Checklists tutorial_V1.0.docx for instructions.

<ul style="list-style-type: none"> CC-Managers-New Trial <li style="background-color: #800000; color: white; padding: 2px;">Regulatory Regulatory-Amendments Regulatory-CPRs PC Console 	Status: Not Applicable? <input type="checkbox"/> Comments: <input style="width: 100%;" type="text"/>
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Checklist Item	Target Date	Not Applicable	Date	Comments
Received by Reg	<input type="text"/>	<input type="checkbox"/>		
Assigned to Regulatory Staff Member	<input type="text"/>	<input type="checkbox"/>		
Started and Notified Study Staff	<input type="text"/>	<input type="checkbox"/>		
Sent Credentialing	<input type="text"/>	<input type="checkbox"/>		
Questions and correspondence sent to sponsor	<input type="text"/>	<input type="checkbox"/>		
Sent Application to Ancillary Committees	<input type="text"/>	<input type="checkbox"/>		
Budget	<input type="text"/>	<input type="checkbox"/>		
SOC v Research Pricing Sent	<input type="text"/>	<input type="checkbox"/>		
Send draft submission to study staff	<input type="text"/>	<input type="checkbox"/>		
Comments sent back from study staff	<input type="text"/>	<input type="checkbox"/>		
ICF to sponsor	<input type="text"/>	<input type="checkbox"/>		
Sent to OCRICC	<input type="text"/>	<input type="checkbox"/>		
Sent to PI	<input type="text"/>	<input type="checkbox"/>		
Department review	<input type="text"/>	<input type="checkbox"/>		
Cooperative Group Activation Date	<input type="text"/>	<input type="checkbox"/>		
Log on IRB tab OnCore	<input type="text"/>	<input type="checkbox"/>		
OCRICC acknowledgement received	<input type="text"/>	<input type="checkbox"/>		
IRB Correspondence	<input type="text"/>	<input type="checkbox"/>		
IRB Meeting Date	<input type="text"/>	<input type="checkbox"/>		
IRB Approval	<input type="text"/>	<input type="checkbox"/>		