Attachment A

TRAINING COMPLIANCE FORM

Employees Name_____

uNID _____

SOP #	Standard Operating Procedure Title	Initials	Date Reviewed
GA - 101	SOP on SOPs: Preparing, Maintaining and Training		
GA - 102	Responsibilities of the Research Team		
SS - 201	Assessing Protocol Feasibility		
SS - 202	Pre-study Site Visit		
SS - 203	Investigator and Site Initiation Meetings		
SS - 204	Protocol Start-up		
PM - 301	Site-Sponsor/CRO Communication		
PM - 302	IRB Communications		
PM - 303	Regulatory Files and Subject Records		
PM - 304	Sponsor/CRO Monitoring Visits		
PM - 305	Study Termination Visits		
PM - 306	Investigational Drug Accountability, Storage, Dispensing and Return		
PM - 307	IRB Exempt Umbrellas		
SM - 401	Informed Consent Development and Implementation		
SM - 402	Subject Recruitment and Screening		
SM - 403	Subject Management While on Study		
SM - 404	Adverse Event Reporting		
SM - 405	Specimen Collection and Handling		
DM - 501	Data Management		
DM - 502	Data Requests and Data Pulls		
DM - 503	Management of Electronic Records and Signatures		

GA-101, SOP on SOPs: Preparing, Maintaining, and Training
Version: 1.0
Date of version: 24 November 2015
Replaces previous version: N/A

SOP #	Standard Operating Procedure Title	Initials	Date Reviewed
QA - 601	Internal Monitoring		
QA - 602	Audits		
QA - 603	Completing Quality Control Measures		
QA - 604	Corrective and Preventive Action		
PP - 701	Safeguarding Personal Health Information (HIPAA)		
EQ - 801	Maintenance & Calibration		
TM 901	Sample Transport and Storage		

Reviewed by: _____ ____/____/____