This checklist is not required to be submitted to DCP but can be used as guidance for completing requirements to open a study. Information for the first site that will be activated is on the first page. Tracking of additional site approvals is on the next page.

Study Name:

Study Number: ULACNet-

Lead Academic Organization (LAO):       Contact PI:

Affiliate Organization (AO) Name:       Site Code:

AO Principal Investigator:

Regulatory Approvals

[ ]  DCP Clinical Trials Oversight Committee (CTOC) approval Date:       Protocol Version:

[ ]  Lead Academic Organization (LAO) IRB approval Date:       Protocol Version:

[ ]  Affiliate Organization (AO) IRB approval Date:       Protocol Version:

[ ]  In-country regulatory authority endorsement (if applicable) Date:

Comments:

Study Initiation Meeting

Date:

Comments:

RCR and DTLs

[ ]  All persons performing study tasks are appropriately registered in [RCR](https://ctep.cancer.gov/investigatorresources/default.htm) and listed in the signed Delegation of Tasks Logs for accruing AOs

Comments:

Study Drugs or Equipment

[ ]  Study agent is at the site pharmacy

OR

[ ]  Equipment and supplies for screening and diagnostic evaluations necessary for the primary study objective

 are available at the site

General Comments

Completed by Name:       Date:

Additional Site Approvals

Site Name:       Country:

[ ]  Affiliate Organization (AO) IRB approval Date:       Version approved:

 AO Principal Investigator:

[ ]  In-country regulatory authority endorsement Date:

[ ]  RCR and DTL completed

[ ]  Study Drugs and/or Equipment on site

Comments:

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Site Name:       Country:

[ ]  Affiliate Organization (AO) IRB approval Date:       Version approved:

 AO Principal Investigator:

[ ]  In-country regulatory authority endorsement Date:

[ ]  RCR and DTL completed

[ ]  Study Drugs and/or Equipment on site

Comments:

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Site Name:       Country:

[ ]  Affiliate Organization (AO) IRB approval Date:       Version approved:

 AO Principal Investigator:

[ ]  In-country regulatory authority endorsement Date:

[ ]  RCR and DTL completed

[ ]  Study Drugs and/or Equipment on site

Comments:

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Site Name:       Country:

[ ]  Affiliate Organization (AO) IRB approval Date:       Version approved:

 AO Principal Investigator:

[ ]  In-country regulatory authority endorsement Date:

[ ]  RCR and DTL completed

[ ]  Study Drugs and/or Equipment on site

Comments: