Coordination Centre for Clinical Trials (KKS)

Structures and Functions
Support provided by KKS

• Academic, non commercial trials
• Support of all aspects of clinical research
  – Sustainable, quality-assured study projects
• Optional services
  – For members of the University Hospital and for others
• Independence from University departments
  – No own academic ambitions
• Cost recovery
University Hospital Heidelberg

Head (1)

Administration (2)
- HR (0,5)

IT (3)
- Scientific PM (5,5)
- IEC / CA Procedures (0,5)

QM (1,5)
- Biometrics (1)
- Clinical Monitoring (12,9)
- Site Management (1,5)
- Pharmacovigilance (3,5)
- Training (1)
- Data-Management (4,5)

Cooperations:
- FIM HD - First in Men Heidelberg; joint unit with different clinical partners
- IMBI Institute for Medical Statistics and Informatics
- NCT National Centre for Cancer
- SDGC Study Centre of German Society for Surgery; joint unit with Dept. Of Surgery

SpoQS sponsor Quality Management (2) by order of the Medical Faculty

01.2014 (FTE / Function)
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Active Studies

overall 238 studies since 2000
* only projects with contracted KKS-participation are considered
Legal Framework 2013*

AMG = Arzneimittelgesetz (German Drug Law), MPG = Medizinproduktegesetz (German Medical Device Law), BtMG = Betäubungsmittelgesetz (Narcotics Law), BFS = Bundesamt für Strahlenschutz (German Federal Office for Radiation Protection), FREI = Not regulated by specific law

* only projects with contracted KKS-participation are considered
Tasks Assumed by KKS

Tasks / Studies since 2000
Tasks / Studies in 2012

PM = Project Management
MO = Clinical Monitoring
SN = Study Nurse Activities
BM = Biometry
DM = Data Management
QA = Quality Assurance
PV = Pharmacovigilance
IT = IT

Aufgaben / Anzahl aller Projekte seit 2000
Aufgaben / Anzahl aller Projekte in 2013
Tasks / Studies since 2000
Tasks / Studies in 2012

PM 60 60
MO 49 75
SN 19 3
BM 30 38
DM 35 47
QA 7 11
PV 43 21
IT 16 35
Consultations

Expenditure 2013
- N=237
- \( \sum 312 \text{ h}, \bar{h} 1.3 \text{ h}, \)
  Several staff members (BM, PM, IT, QA etc.) involved, when necessary
- Specific services, such as providing templates, etc.

Compensation
- Generally free of charge

Contents
- General
  - AMG, insurance, etc.
- Project-related
Training Offers

Courses [n]

Participants [n]

- 2000: 4, 106
- 2005: 5, 304
- 2010: 9, 779

- 2000: 9, 516
- 2005: 9, 231
- 2010: 31, 790

- 2000: 11, 287
- 2005: 12, 373
- 2010: 34, 909

- 2000: 11, 25
- 2005: 12, 488
- 2010: 34, 856

- 2000: 5
- 2005: 9
- 2010: 47

- 2000: 10
- 2005: 15
- 2010: 36

- 2000: 5
- 2005: 10
- 2010: 1189

- 2000: 5
- 2005: 10
- 2010: 1400
Personnel Development

Growth through
- Extension of existing tasks
- New tasks
- More comprehensive projects

Competence through
- Long-term employment
- Structured initial training and professional development
- Internal and external further education
Funding Shares

- BMBF-Funding
- Faculty
- Overhead
- Third Part Funds
Grant Applications

- refused
- submitted
- next level
- sponsored

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Status 29.05.2013
Safety Reports

- **SAE**
- **Follow Up**
- **SUSAR**

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<tr>
<td>2013</td>
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Clinical Monitoring / CRA

• (on-site) support and monitoring of clinical trials
  – Adding to competence of investigators and coordinating investigators (LKPs)
  – Continuous quality control, adapted to each study and risk assessment

Objective
  – Support of trial site
  – Protection of trial subjects
  – Best data quality and integrity
  – Compliance with protocol and regulatory requirements
Scientific Study Support / PM

- Unbureaucratic, confidential project consultation
- Study design and trial protocol development
- Project management
  - Ethics, regulatory affairs, (drug) safety
- Broad experience, independent of indication
  - AMG, MPG, non-AMG/ non-MPG, RöV, StrV, etc.
  - Comprehensive templates
- Document review
- Submission procedure to DFG, BMBF, EU etc.
- Consultation regarding research structure and contracts
Site Management Organization (SMO)

- On-site support of the clinical trial
  - Scheduling of patient visits, conduct, documentation
  - Sample logistics
  - Preparation/ support of visits of (external) monitors and auditors
  - Updating of central documents (ISF)

Objective

- Well-planned and timely executed clinical trials
- Relief of medical personnel
Biometry

• Conceptual consultation
  – Study design, sample size, etc.

• Biometric parts of the protocol

• Randomization procedures

• Statistical Analysis Plan, analyses
  – Sensitivity analyses for model assumptions and missing values

• Participation in the integrated final report
Data Management

• Implementation of the clinical trial protocol
  – Variable lists
  – Case Report Forms (paper based, RDE)

• Data entry masks
  – Development, validation and data entry
  – Training for RDE systems

• Data Validation Plan (DVP)
  – Incl. query tracking

• Central randomization

• Support for the analysis
Quality Management

• **SOP system**
  – Development, refinement and maintenance
  – Staff Training (incl. documentation)
  – Harmonized with the KKS Network and the TMF (Telematic Platform for Medical Research)

• **Improvement of the staff's professional skills**
  – On-the-job training and development plans
  – Internal and external training

• **Consultancy services for trial centers**
• **QA review of essential documents**
• **Internal Audits**
IT Services

• Validated systems for
  – Primary data entry in electronic format (RDE)
  – Data management
  – Statistical analyses

• Processes defined in SOPs

• Conceptual tasks regarding „IT-landscape“
  Clinical Research in Heidelberg
Pharmacovigilance

Main Tasks

- Workflow Definition (Safety Manual)
- Preparation of study-specific data base
- SAE Management
- Follow-up of SAEs (obtaining of missing information)
- SUSAR Reporting to CA, IEC and study sites
- Preparation of Development Safety Update Reports (DSUR)
Training

• Continual training offers
  – Impart practical knowledge
  – Qualification of attendees
  – Improvement of training situation in clinical research

• Curricula of several days or weeks for
  – Investigators
  – Study Nurses
  – Clinical Monitors

• Topical lectures and training
  – E.g. on recent amendment to the German Drug Law, drug safety, sponsor’s role

• Lecture Series on Clinical Trials
  – Continual education as required by ICH GCP
Compulsory Consultation

• Support the principal/coordinating investigator (LKP) in
  
  1. Designing clinical trials in compliance with German Drug Law, GCP Ordinance, data protection law, etc.
  2. Completely define the responsibilities associated with the clinical trial
  3. Avoiding funding shortfall

• Protection of the faculty’s interests

Indirect

• Synergetic effects for parallel projects
• Enhancement of the reputation and competitiveness of clinical research
Supervision of the Sponsor‘s Activities

1. Compulsory Consultation
2. Internal Audit

KKS Approval; IEC Application

KKS

Contracts

Interchange

Administration/ Legal Department

IEC

KKS

According to the Medical Faculty Executive Committee Resolution since 2007
Auditing

• Support for external audits and inspections
• Recommendations for corrective actions
• Audits on behalf of Medical Faculty
  – Focus: trials regulated by the German Drug Law with principal/coordinating investigator in Heidelberg
  – Supervision of the sponsor‘s activities
FIM Heidelberg

First in Man Studies ...

• „One stop shopping“ strategy (planing, conducting and reporting)
• Multidisciplinary
  – KLIPS (Phase I Study Site on Clinical Pharmacology)
  – KKS (Coordination Centre for Clinical Trials)
  – IMBI (Medical Biometrics and Statistics)
  – NCT, DKFZ (pre- and clinical oncology)
  – Further clinical partners

• Contact
  http://fim-hd.kks-hd.de
  Email: fim@med.uni-heidelberg.de
(Inter)national Activities

National

- KKS Network
- SDGC, Chir-Net
- TMF (German meta-organisation for networked medical research)
- Competence Networks

International

- European network
Interaction with funding organisations, currently regarding

- Pay scale grouping in grant applications
  - TV-Ä*, TV-L#
- Applicability of GCP in psychotherapy trials
- Financing plans for clinical trials
  - Overhead costs, full costs
- Review process and statement for grant notification
  - E.g. Integrated Research and Treatment Centers (IFB): 43 applications, only 3 accepted, reasons?

Exchange with ministries

- Comments on draft laws
  - Currently: German Radiation Protection Ordinance, X-Ray Ordinance, Drug Guidelines (AMR)

*Sector pay scale for University Hospitals
# Public Sector Collective Agreement on Länder
Coordination Centre for Clinical Trials (KKS)

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