Good Clinical Practices: Basic concepts

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Good Clinical Practice (GCP)

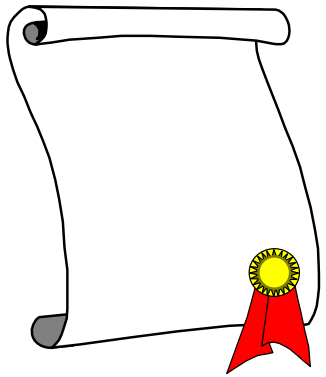
‘GCP is an international ethical and scientific quality standard for designing, conducting, recording and reporting trials that involve the participation of human subjects.’

‘Compliance with this standard provides public assurance that the rights, safety and well-being of trial subjects are protected, and that the clinical trial data are credible’

ICH Harmonised Tripartite Guideline

ICH / GCP Tripartite Document

- Glossary
- The principles of ICH/GCP
- Ethics Committee
- Principal Investigator (PI)
- Sponsor
- Clinical Trial Protocol and amendments
- Investigator Brochure
- Essential Documents



Principles of ICH/GCP

- *"Clinical trials should be conducted in accordance with ethical principles"*
- *"A trial should only be initiated if the anticipated benefits justify the risks"*
- *"Rights, safety and well being of trial subjects should prevail over the interests of science and society"*
- *"A trial should be conducted in compliance with the protocol that has received prior EC approval"*

Ethics Committee

‘An independent body (a review board or a committee, institutional, regional, national, or supranational), constituted of medical professionals and non-medical members,

whose responsibility it is to ensure the protection of the rights, safety and well-being of human subjects involved in a trial and

to provide public assurance of that protection, by, among other things, reviewing and approving / providing favourable opinion on,

- the trial protocol,
- the suitability of the investigator(s),
- facilities, and
- the methods and material to be used in obtaining and documenting informed consent of the trial subjects.’

Ethics Committee – *documents to review*

Documents for submission for approval (ICH/GCP):

- Study protocol & Amendments
- Investigator Brochure
- Informed Consent Form (ICF)
- Consent Form updates
- Patient Information sheet (specific study instructions)
- Principal Investigator's CV
- Recruitment procedures

Ethics Committee *(cont.)*

Documents for submission for approval (ICH/GCP) - (cont).:

- Safety information.
- Payment/compensation to study subjects.
- Cover letter stating each type of documentation submitted for approval.

EC Responsibilities:

- Review of the proposed trial “within a reasonable time”.
- Provide written details of the review.

Principal Investigator (PI)

‘The person responsible for the conduct of the clinical trial at a study site.’

It is the PI obligation to adhere to Regulations and Guidelines based on:

- International Conference on Harmonization (ICH) Guidelines
- Good Clinical Practices (GCP)
- Code of Federal Regulations
- Any other applicable local regulations

Responsibilities of the PI

- Medical Care of Study Subjects
- Adequate Resources
- Communication with EC
- Compliance with the Protocol
- Investigational Product at the trial site (use, accountability, storage, etc)
- Randomization Procedures and Unblinding
- Informed Consent of Trial Subjects
- Records and Reports
- Safety Reporting

"Medical care given to the study subjects should always be the responsibility of a qualified physician"

Staff Qualifications

"Each individual involved in conducting a trial should be qualified by education, training, and experience to perform his or her respective task(s)."

All study staff…

- Must be qualified by education, training and experience to conduct the trial.
- Must be informed about the protocol, investigational product, and trial-related duties.
- Must allow sufficient time to safely and properly conduct and complete the trial.
- All staff must sign the Site Signature and Responsibility Log.

Informed Consent - Purpose

"Freely given informed consent should be obtained from every subject prior to clinical trial participation"

- Give subjects all the information that they need to decide about participating in a study
- Ensure that the subjects understand the information
- Ensure that the subject know that participation is voluntary
- It is the most important element in the ethical conduct of human research.

Informed Consent - *process*

- Informed consent must be obtained before any study-related procedures are conducted (document time if necessary).
- The process must occur face-to-face.
- Must be conducted by a qualified individual who can explain the risks and alternatives to the patient and answer any questions.
- Patients must be given adequate time to consider the study and ask questions.
- A copy of the Informed Consent must be given to the patient

Informed Consent *(cont.)*

- Language - the information given to subjects must be understandable to them
  - Technical and medical terminology should be avoided
  - ICF must be translated to the local language and approved by the EC

- For illiterate subjects: the presence of a witness is necessary during the entire process of obtaining the informed consent.

- Signature and date to be obtained from study subject, witness (if needed) and the Investigator.

Elements of ICF

- Study involves research, what is experimental
- Procedures
- Risks or Discomforts
- Benefits
- Alternatives
- Confidentiality
- Compensation
- Who to contact
- Voluntary

Elements of ICF *(cont.)*

- Provisions of insurance/indemnity to cover liability of the PI/Sponsor
- Circumstances for termination
- Additional costs
- Consequences for withdrawing
- Statement about new findings
- Approximate number of subjects

WHO Ethics Committee webpage:
http://www.who.int/rpc/research_ethics/guidelines/en/index.html

Source Documents

"All clinical trial information should be recorded, handled, and stored in a way that allows its accurate reporting, interpretation and verification."

- Source Documents are the first hard copies on which clinical observations are recorded (medical charts, lab printouts, diaries, etc)
- A Source Document is a record that validates information recorded in the Study Case Report Form (CRF)
- Source Documents and CRFs must match, data point to data point
- They are the legally valid raw data that support a study's findings

Monitoring

The monitor oversees the progress of a trial

S/He acts as the main line of communication between the sponsor and the investigator

Visits are conducted by monitors to ensure:

- The rights and well-being of the subjects are protected
- The reported trial data are accurate, complete and verifiable from source documents
- The conduct of the trial is in compliance with the protocol, SOPs, GCP and applicable regulatory requirements

Study Protocol

"Clinical trials should be scientifically sound, and described in a clear, detailed protocol."

- Background information and trial rationale
- Objectives
- Study Design / Methods
- Study Population
- Endpoints to be measured
- Statistics
- Ethics

Investigator's Brochure

"The available nonclinical and clinical information on an investigational product should be adequate to support the proposed clinical trial."

- Compilation of the clinical and nonclinical data on the investigational product(s) that are relevant to the study of the product(s) in human subjects
- Provide the investigators with the information to facilitate their understanding of the rationale for many key features of the protocol (dose, frequency, administration, safety monitoring).
- Permit unbiased risk/benefit assessment of the appropriateness of the proposed trial
- It is a document that needs to be continuously updated