Clinical Trial Center

Phase I-III services

0. Initiation Phase

- Request submission
- Idea consolidation
- Rapid feasibility assessment
- Preliminary resource estimation
- Contract and agreement
- Planning phase submission

1. Planning Phase

- Protocol development
- Essential documents development
- Project budgeting
- PI, Site, Lab, … feasibility /selection
- Investigators/ Staff training plan
- IRB/REC preparation/submission
- Protocol registration (IRCT)
- Regulatory submission
- Trial management team (TMT) building
- Conduction Phase submission

2. Conducting Phase

- Site coordination
- Subject recruitment
- CRF handling/ EDC completion
- Data management
- Monitoring
- Internal audit
- Training / Retraining in field
- SAP implementation
- Drug accountability
- Lab sample management
- Safety info submission
- Study payment management

3. Close-out Phase

- TMF/ data archiving
- Queries answer
- Clinical supply recollection
- Site close-out report

4. KTE Phase

- CSR reporting
- Scientific paper writing
- Booklet, Brochure development
- Stakeholder communicating
- Web communicating
- Patients forum/ specialist networking
- Scientific meeting presentation

CTC units

- Marketing
- Project management
- Data management/Biostatistics
- Training management
- KTE management
- Regulatory affairs

Clinical Trial Center
Tehran University of Medical Sciences

CTC is not an option, it is a choice!

http://ctc.tums.ac.ir
ctc@tums.ac.ir