

Clinical Trial Assistant Workshop

Practical information: Number of participants: Between 4 and 10
Duration: 1 day (09:00 – 17:00)
Price per person @ Valesta office: €750

Course Overview

Clinical trials are an important part of advancing patient care, and the coordinators of clinical trials require specialised training. If you are starting as a Clinical Trial Assistant (CTA) within the life science industry, this one-day course will provide you with an overview of the main tasks and responsibilities of a CTA.

As a CTA you are responsible for the completeness of the Trial Master File and also its quality. During this course you will gain knowledge on the quality requirements of essential documents to ensure you file or produce audit/inspection ready documents. You will also gain knowledge of clinical research terminology, generation of filing indexes and maintaining current lists of correspondence and budget activities.

A GCP certification is required to enroll in this workshop. If you need a GCP certification, this course can be combined with the “Introduction to Good Clinical Practice” course provided by Valesta Academy.

By attending this course you will gain:

- ✓ An understanding of the main responsibilities of a CTA throughout a clinical trial
- ✓ An understanding of the submission processes in Belgium
- ✓ Knowledge of the purpose of the essential documents in a clinical trial
- ✓ The ability to perform a quality review of essential documents

Course Content

This one day course will guide you through the responsibilities of a CTA, showing you how to document, record, file and archive trial documents.

The topics covered during this course include:

- Familiarity with Clinical Research terminology
- Purpose and quality requirements of essential documents
- Requirements in Belgium for clinical trials
 - Authorisation by Competent Authorities
 - Ethics Committee submission and approval
- Budgetary and administrative support

This intensive one day course will guide you through the responsibilities of a CTA. The course will also provide theory and interactive exercises and cases, making this training the ideal foundation for a career as a CTA.

For more information or to reserve a seat on this training course please contact us today!
We are flexible! Should you require training to be carried out in-house, we would be happy to discuss your needs and come up with a suitable solution for you.