Clinical Research Idea

Investigator contacts the ICTU Operations Manager (OM) linked to the therapeutic area or emails the ICTU_Adoptions mailbox

OM confirms that there is sufficient time and support staff to develop the proposal.

NB. Grant deadlines of less than 12 weeks may not be supported

OM works with Therapeutic Area (TA)
Lead to prioritise the trials for work up and
submission to the TA Peer Review Group.
Non-TA proposals will be checked by a
Clinical Expert before OM proceeds with
the evaluation.

OM sends the ICTU Collaboration Request Form for completion and the Charter of Collaboration for reference

Investigator completes ICTU Collaboration Request Form with support from OM

OM arranges an informal discussion with Investigator to consider the proposal. Other ICTU staff including a Statistician may attend

Investigator, OM (and Statistician) prepare final draft of ICTU Collaboration Request Form

OM submits ICTU Collaboration Request Form to Therapeutic Area Peer Review Group or nominated Clinical Expert in the disease area for review according to agreed process.

Only proposals ENDORSED by a TA Peer Review Group or a Clinical Expert will go forward to ICTU Collaboration Committee.

Proposal Endorsed

OM submits ICTU Collaboration Request Form, Protocol (if available) and Endorsement from Peer Review Group/Clinical Expert to ICTU_Adoptions mailbox

ICTU Adoptions team confirm receipt of paperwork and date of next meeting.

OM invited to attend the meeting to present the proposal.

ICTU Collaboration Committee assess the proposal

Proposal Approved

Decision sent to Investigator (c.c. OM, Statistician, Chair of Peer Review Group/Clinical Expert)

Investigator asked to sign Charter of Collaboration if not already in place

Investigator submits grant with support from OM and Statistician

Decision Pending

Request for further info sent to Investigator (c.c. OM, Statistician)

Investigator may be advised to return to Peer Review Group/Clinical Expert for further input

Proposal Rejected

Decision sent to Investigator (c.c. OM, Statistician, Chair of Peer Review Group/Clinical Expert)