NIHR | Clinical Research Network West Midlands

# Workforce Development

# Training Schedule 2020

**All our training courses and webinars/e-learning can be found and booked via our training website, wmrtc.org.uk.**

***For all training enquiries, please contact training.crnwestmidlands@nihr.ac.uk***

| Introduction to GCP | | | |
|---|---|---|---|
| **Date** | **Event** | **Time** | **Location** |
| 14 & 21/01/2020 | *Primary Care* Introduction to Good Clinical Practice | 12.30-15.30 | Ombersley |
| 17/01/2020 | Introduction to Good Clinical Practice | 09:00 - 16:30 | University Hospitals Coventry & Warwickshire, Coventry |
| 21/01/2020 | Introduction to Good Clinical Practice | 09.30-16.30 | Royal Shrewsbury Hospital, Shrewsbury |
| 23/01/2020 | Introduction to Good Clinical Practice | 09.00-16.30 | Birmingham Heartlands Hospital, Birmingham |
| 04/02/2020 | Introduction to Good Clinical Practice | 09.00-16.30 | Birmingham Research Park, Birmingham |
| 10/02/2020 | Introduction to Good Clinical Practice | 09.00-16.30 | Birmingham Women's Hospital, Birmingham |
| 05/03/2020 | Introduction to Good Clinical Practice | 09.00-16.30 | City Hospital, Birmingham |
| 27/03/2020 | Introduction to Good Clinical Practice | 09.30-16.30 | Edward Street Hospital, West Bromwich |
| 01/04/2020 | Introduction to Good Clinical Practice | 09.00-16.30 | Birmingham Women's Hospital, Birmingham |
| 27/04/2020 | Introduction to Good Clinical Practice | 09.30-16.30 | Princess Royal Hospital, Telford |
| 01/05/2020 | Introduction to Good Clinical Practice | 09.00-16.30 | Queen Elizabeth Hospital Birmingham, Birmingham |
| 11/05/2020 | Introduction to Good Clinical Practice (Paeds Focus) | 09.00-16.00 | Birmingham Children's Hospital, Birmingham |
| 28/05/2020 | Introduction to Good Clinical Practice **ENT TRainees Only** | 09.30-16.30 | Royal College of Surgeons, Colmore Row, Birmingham |

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| Date | Event | Time | Location |
|---|---|---|---|
| 02/06/2020 | Introduction to Good Clinical Practice | 09.00-16.30 | Birmingham Research Park, Birmingham |
| 08/06/2020 | Introduction to Good Clinical Practice | 09.30-16.30 | Worcestershire Royal Hospital, Worcester |
| 24/06/2020 | Introduction to Good Clinical Practice (Paeds Focus) | 09.00-16.30 | Birmingham Children's Hospital, Birmingham |
| 19/08/2020 | Introduction to Good Clinical Practice | 09.30-16.30 | Queen Elizabeth Hospital, Birmingham |
| 03/09/2020 | Introduction to Good Clinical Practice | 09.00-16.30 | City Hospital, Birmingham |
| 15/09/2020 | Introduction to GCP | 09.30-16.30 | Caludon Centre, Coventry |
| 24/09/2020 | Introduction to Good Clinical Practice | 09.30-16.30 | Penn Hospital, Wolverhampton |
| 05/10/2020 | Introduction to Good Clinical Practice | 09.00-16.30 | Queen Elizabeth Hospital, Birmingham |
| 07/10/2020 | Introduction to Good Clinical Practice (Paeds Focus) | 09.00-16.30 | Birmingham Women's Hospital, Birmingham |
| 16/11/2020 | Introduction to Good Clinical Practice (Paeds Focus) | 09.30-16.30 | Birmingham Women's Hospital, Birmingham |
| 24/11/2020 | Introduction to Good Clinical Practice | 09.30-16.30 | New Cross Hospital, Wolverhampton |
| 02/12/2020 | Introduction to Good Clinical Practice | 09.00-16.30 | Birmingham Heartlands Hospital, Birmingham |
| 09/12/2020 | Introduction to Good Clinical Practice | 09.30-16.30 | Birmingham Research Park, Birmingham |
| | | | |

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| GCP Refresher | | | |
|---|---|---|---|
| **Date** | **Event** | **Time** | **Location** |
| 28/01/2020 | Good Clinical Practice Refresher | 13:00-16:30 | Russells Hall Hospital, Dudley |
| 02/03/2020 | Good Clinical Practice Refresher | 13.00-16.00 | Birmingham Women's Hospital, Birmingham |
| 13/03/2020 | Good Clinical Practice Refresher | 09.30-11.30 | Royal Shrewsbury Hospital, Shrewsbury |
| 03/04/2020 | Good Clinical Practice Refresher | 09.30-12.30 | Edward Street Hospital, West Bromwich |
| 27/04/2020 | Good Clinical Practice Refresher | 13.00-16.00 | Birmingham CHildren's Hospital, Birmingham |
| 19/05/2020 | Good Clinical Practice Refresher | 09.30-12.30 | Russells Hall Hospital, Dudley |
| 18/06/2020 | Good Clinical Practice Refresher | 09.30-12.30 | City Hospital, Birmingham |
| 14/09/2020 | Good Clinical Practice Refresher | 09.30-12.30 | Worcestershire Royal Hospital, Worcester |
| 14/09/2020 | Good Clinical Practice Refresher | 09.30-12.30 | Birmingham Children's Hospital, Birmingham |
| 20/10/2020 | Good Clinical Practice Refresher | 13.30-16.30 | Russells Hall Hospital, Dudley |
| 02/11/2020 | Good Clinical Practice Refresher | 09.30-12.30 | Birmingham Women's Hospital, Birmingham |
| 24/11/2020 | Good Clinical Practice Refresher | 09.30-12.30 | Penn Hospital, Wolverhampton |

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| Introduction to Valid Informed Consent | | | |
|---|---|---|---|
| **Date** | **Event** | **Time** | **Location** |
| 16/01/2019 | Informed Consent | 09.30-12.00 | University Hospital Coventry & Warwickshire, Coventry |
| 23/01/2020 | Communication & Consent in a Paediatric Setting | 13.00-16.00 | Birmingham Women's Hospital, Birmingham |
| 11/02/2020 | Informed Consent | 10.00-12.30 | Greyfriars Business Park, Stafford |
| 19/03/2020 | Informed Consent | 09.30-12.00 | NIHR/Wellcome Trust Birmingham CRF, old Queen Elizabeth Hospital |
| 23/03/2020 | Communication & Consent in a Paediatric Setting | 13.00-15.30 | Birmingham Research Park, Birmingham |
| 01/04/2020 | Informed Consent | 13.00-15.00 | Birmingham Heartlands Hospital, Birmingham |
| 11/05/2020 | Informed Consent | 13.00-15.30 | NIHR/Wellcome Trust Birmingham CRF, old Queen Elizabeth Hospital |
| 27/05/2020 | Communication & Consent in a Paediatric Setting | 13.00-16.00 | Birmingham Children's Hospital, Birmingham |
| 09/07/2020 | Informed Consent | 13.00-16.00 | Birmingham Women's Hospital, Birmingham |
| 08/09/2019 | Communication & Consent in a Paediatric Setting | 10.00-12.30 | Birmingham Research Park, Birmingham |
| 15/09/2020 | Informed Consent | 09.30-12.00 | NIHR/Wellcome Trust Birmingham CRF, old Queen Elizabeth Hospital |
| 06/10/2020 | Informed Consent | 09.30-12.00 | NIHR/Wellcome Trust Birmingham CRF, old Queen Elizabeth Hospital |

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| Date | Event | Time | Location |
|---|---|---|---|
| 11/11/2020 | Communication & Consent in a Paediatric Setting | 13.00-16.00 | Birmingham Children's Hospital, Birmingham |
| **Business Delivery** | | | |
| **Date** | **Event** | **Time** | **Location** |
| 16/01/2019 | Site File Management & Delegation of Duties | 13.00-16.00 | University Hospital Coventry & Warwickshire, Coventry |
| 22/01/2020 | PI Oversight Masterclass | 13.00-16.00 | Birmingham Children's Hospital, Birmingham |
| 03/02/2020 | Site File Management & Delegation of Duties | 09.30-12.30 | Birmingham Children's Hospital, Birmingham |
| 17/02/2020 | Let's Talk Trials | 09.30-12.30 | Birmingham Children's Hospital, Birmingham |
| 24/02/2020 | PI Essentials | 09.30-12.30 | Birmingham Children's Hospital, Birmingham |
| 25/02/2020 | Protocol Design | 09.00-12.00 | University Hospital of North Midlands, Stoke-on-Trent |
| 26/02/2020 | PI Essentials | 09.30-12.00 | George Eliot Hospital, Nuneaton |
| 05/03/2020 | Let's Talk Trials | 09.30-12.30 | Birmingham Research Park, Birmingham |

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| Date | Event | Time | Location |
|---|---|---|---|
| 05/03/2020 | Let's Talk Trials | 13.15-16.15 | Birmingham Research Park, Birmingham |
| 17/03/2020 | PI Oversight Masterclass | 13.00-16.00 | Birmingham Women's Hospital, Birmingham |
| 24/03/2020 | PI Oversight Masterclass | 14.00-16.00 | Worcestershire Clinical Research Unit, Worcester |
| 26/03/2020 | Introduction to Imaging in Clinical Research | 09.30-11.30 | WTCRF, old Queen Elizabeth Hospital, Birmingham |
| 31/03/2020 | Performing Quality Control Checks to Ensure Accurate Data Collection | 09.30-12.30 | Birmingham Research Park, Birmingham |
| 31/03/2020 | Data Management and Case Report Form (CRF) design, development & completion | 13.00-16.00 | Birmingham Research Park, Birmingham |
| 01/04/2020 | Introduction to Clinical Research | 09.00-16.30 | Birmingham Women's Hospital, Birmingham |
| 01/04/20200 | Site File Management & Delegation of Duties | 09.30-12.00 | Birmingham Heartlands Hospital, Birmingham |
| 16/04/2020 | PI Essentials | 13.00-16.00 | Birmingham Women's Hospital, Birmingham |
| 22/04/2020 | Writing SOPs-A Workshop | 09.00-11.00 | WTCRF, old Queen Elizabeth Hospital, Birmingham |

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| Date | Event | Time | Location |
|---|---|---|---|
| 22/04/2020 | Preparing for Audit & Inspection | 11.15-13.15 | WTCRF, old Queen Elizabeth Hospital, Birmingham |
| 22/04/2020 | Monitoring -How to make it pain free | 13.30-16.30 | WTCRF, old Queen Elizabeth Hospital, Birmingham |
| 29/04/2020 | Adverse Event & Safety Reporting | 09.30-12.00 | WTCRF, old Queen Elizabeth Hospital, Birmingham |
| 29/04/2020 | Archiving -A Workshop | 13.00-15.00 | WTCRF, old Queen Elizabeth Hospital, Birmingham |
| 30/04/2020 | Protocol Design | 09.00-12.00 | Birmingham Research Park, Birmingham |
| 05/05/2020 | Let's Talk Trials | 09.30-12.30 | Birmingham Women's Hospital, Birmingham |
| 07/05/2020 | Facilitator Development Workshop | 09.30-16.00 | Birmingham Research Park, Birmingham |
| 11/05/2020 | PI Oversight Masterclass | 13.00-16.00 | Birmingham CHildren's Hospital, Birmingham |
| 01/06/2020 | Site File Management & delegation of Duties | 09.30-12.30 | Birmingham Women's Hospital, Birmingham |
| 18/06/2020 | Let's Talk Trials | 09.30-12.30 | Birmingham Research Park, Birmingham |

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| Date | Event | Time | Location |
|---|---|---|---|
| 18/06/2020 | Let's Talk Trials | 13.15-16.15 | Birmingham Research Park, Birmingham |
| 06/07/2020 | Writing SOPs-A Workshop | 09.00-11.00 | WTCRF, old Queen Elizabeth Hospital, Birmingham |
| 06/07/2020 | Preparing for Audit & Inspection | 11.15-13.15 | WTCRF, old Queen Elizabeth Hospital, Birmingham |
| 06/07/2020 | Monitoring -How to make it pain free | 13.30-16.30 | WTCRF, old Queen Elizabeth Hospital, Birmingham |
| 22/07/2020 | Let's Talk Trials | 09.30-12.30 | Birmingham Women's Hospital, Birmingham |
| 09/09/2020 | PI Essentials | 09.30-12.30 | Birmingham Children's Hospital, Birmingham |
| 23/09/2020 | Site File Management & Delegation of Duties | 09.30-12.30 | Birmingham Children's Hospital, Birmingham |
| 29/09/2020 | Performing Quality Control Checks to Ensure Accurate Data Collection | 09.30-12.30 | Birmingham Research Park, Birmingham |
| 29/09/2020 | Data Management and Case Report Form (CRF) design, development & completion | 13.00-16.00 | Birmingham Research Park, Birmingham |
| 30/09/2020 | Let's Talk Trials | 09.30-12.30 | Birmingham Children's Hospital, Birmingham |

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| Date | Event | Time | Location |
|---|---|---|---|
| 21/10/2020 | Introduction to Clinical Research | 09.00-16.30 | Birmingham Women's Hospital, Birmingham |
| 22/10/2020 | PI Oversight Masterclass | 14.00-16.00 | Worcestershire Clinical Research Unit, Worcester |
| 04/11/2020 | Adverse Event & Safety Reporting | 09.30-12.30 | WRCRF, old Queen Elizabeth Hospital, Birmingham |
| 04/11/2020 | Archiving -A Workshop | 13.00-15.00 | WRCRF, old Queen Elizabeth Hospital, Birmingham |
| 05/11/2020 | PI Essentials | 09.30-12.30 | Birmingham Women's Hospital, Birmingham |
| 12/11/2020 | Writing SOPs -A Workshop | 09.00-11.00 | WRCRF, old Queen Elizabeth Hospital, Birmingham |
| 12/11/2020 | Preparing for Audit & Inspection | 11.15-13.15 | WRCRF, old Queen Elizabeth Hospital, Birmingham |
| 12/11/2020 | Monitoring -How to make it pain free (well almost!) | 13.30-16.30 | WRCRF, old Queen Elizabeth Hospital, Birmingham |
| 17/11/2020 | Protocol Design | 09.00-12.00 | Birmingham Research Park, Birmingham |
| 19/11/2020 | Let's Talk Trials | 09.30-12.30 | Birmingham Women's Hospital, Birmingham |

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| Date | Event | Time | Location |
|---|---|---|---|
| 24/11/2020 | Site File Management & Delegation of Duties | 09.00-12.00 | Birmingham Research Park, Birmingham |
| 30/11/2020 | PI Oversight Masterclass | 09.00-12.00 | Birmingham Women's Hospital, Birmingham |
| **Study Support Services** | | | |
| **Date** | **Event** | **Time** | **Location** |
| 29/01/2020 | SoECAT Training | 10:00 - 12:30 | Birmingham Research Park, Birmingham |
| 07/02/2020 | Effective AAC for partner organisations | 10.00-12.00 | Birmingham Research Park, Birmingham |
| 25/02/2020 | What you need to know about excess treatment costs (ETCs) | 13.00-15.00 | Birmingham Research Park, Birmingham |
| 04/03/2020 | IRAS and HRA for Sponsors/Research Teams | 09:00 - 11:00 | Birmingham Research Park, Birmingham. |
| 04/03/2020 | Making IRAS Work for your Research Amendments | 11:30 - 13:00 | Birmingham Research Park, Birmingham. |
| 04/03/2020 | Cost Attribution Training (AcoRD) | 13.30-15.30 | Birmingham Research Park, Birmingham. |
| 12/03/2020 | Feasibility Workshop -session 1 -Feasibility | 09.30-12.30 | Birmingham Research Park, Birmingham. |
| | | | |

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| Date | Event | Time | Location |
|---|---|---|---|
| 12/03/2020 | Feasibility Workshop -Session 2 -How to performance manage studies | 13.30-15.30 | Birmingham Research Park, Birmingham. |
| 18/03/2020 | SoECAT Training | 10.00-12.30 | Birmingham Research Park, Birmingham. |
| 09/06/2020 | Feasibility Workshop -session 1 -Feasibility | 09.30-12.30 | Birmingham Research Park, Birmingham. |
| 09/06/2020 | Feasibility Workshop -Session 2 -How to performance manage studies | 13.30-15.30 | Birmingham Research Park, Birmingham. |
| 07/07/2020 | IRAS and HRA for Sponsors/Research Teams | 09.00-11.00 | Birmingham Research Park, Birmingham |
| 07/07/2020 | Making IRAS Work for your Research Amendments | 11.30-13.00 | Birmingham Research Park, Birmingham |
| 07/07/2020 | Cost Attribution Training (AcoRD) | 13.30-15.30 | Birmingham Research Park, Birmingham |
| 13/07/2020 | SoECAT Training | 10.00-12.30 | Birmingham Research Park, Birmingham. |
| 23/09/2020 | Feasibility Workshop -session 1 -Feasibility | 09.30-12.30 | Birmingham Research Park, Birmingham |
| 23/09/2020 | Feasibility Workshop -Session 2 -How to performance manage studies | 13.30-15.30 | Birmingham Research Park, Birmingham |
| 10/11/2020 | IRAS and HRA for Sponsors/Research Teams | 09.00-11.00 | Birmingham Research Park, Birmingham |

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| Date | Event | Time | Location |
|---|---|---|---|
| 10/11/2020 | Making IRAS Work for your Research Amendments | 11.30-13.00 | Birmingham Research Park, Birmingham |
| 10/11/2020 | Cost Attribution Training (AcoRD) | 13.30-15.30 | Birmingham Research Park, Birmingham |
| 16/11/2020 | SoECAT Training | 10.00-12.30 | Birmingham Research Park, Birmingham. |
| 07/12/2020 | Feasibility Workshop -session 1 -Feasibility | 09.30-12.30 | Birmingham Research Park, Birmingham |
| 07/12/2020 | Feasibility Workshop -Session 2 -How to performance manage studies | 13.30-15.30 | Birmingham Research Park, Birmingham |

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| Webinars | |
|---|---|
| **Study Support Services**<br><br>**Please email training.crnwestmidlands@nihr.ac.uk for your certificate** | **IRAS/HRA for Sponsors/Research Teams Webinar**<br>This can be accessed via the resources page on our website..<br>(https://wmrtc.org.uk/resources)<br><br>**Making IRAS Work for your Research Amendments**<br>This can be accessed via the resources page on our website.<br>(https://wmrtc.org.uk/resources) |

| E-LEARNING | |
|---|---|
| **E-Learning** | **Link** |
| Good Clinical Practice Refresher eLearning<br><br>Introduction to Good Clinical Practice eLearning (Primary Care)<br><br>Introduction to Good Clinical Practice eLearning (Secondary Care)<br><br>Introduction to Good Clinical Practice for IMP Management (Pharmacy)<br><br>Introduction to Good Clinical Practice in General Dental Practice<br><br>Informed Consent in Paediatric Research<br><br>Informed Consent with Adults Lacking Capacity | These courses are all accessed via NIHR Learn using the following link: https://learn.nihr.ac.uk/ |

***For all training enquiries, please contact training.crnwestmidlands@nihr.ac.uk***

| E-Learning | Link |
|---|---|
| Stand By Me (Dementia) | If you have an NHS email address, please go to https://elearning.nsahealth.org.uk/local/sfhadmin/login/index.php to register for an account. When selecting from the options under "Please select your region followed by your trust", choose NHSCLU to access the Stand By Me free e-learning course.<br><br>If you do not have an NHS email address, please email elearning@nsahealth.org.uk or call 0844 770 3770 to request an account. (lines are open Monday to Friday, 9am until 5pm). |
| Study Support Service Overview | For an overview of the Study Support Service and what it involves please see the following Videoscribe: https://sites.google.com/nihr.ac.uk/crnstudysupp/communications |
| Understanding Cancer Modules | http://www.mylearningspace.me.uk/moodle/<br>The e-learning hub for the National Cancer Intelligence Network (NCIN) |

## Training Course Directory

**Adverse Event & Safety Reporting -** This session will enable you to recognise the importance of pharmacovigilance in clinical trials, be able to recognise different types of adverse events, be aware of legal requirements with regard to reporting adverse events, be able to implement local SAE reporting procedures.

**Archiving Workshop** – This workshop will enable you to understand the historical context of archiving, importance of archiving, regulatory & legal frameworks, archiving challenges and meeting those challenges

**Building Research Partnerships – Patient and Public Involvement and Engagement Training for Lay Members**
To learn about the NIHR CRN PPIE Team and how they can support you in Patient and Public Involvement activities. You will also learn about NIHR Initiatives that you and your host NHS, non- NHS or academic organisation can be involved in such as the The Patient Research Ambassador Initiative, The Patient Stories Initiative, connections to CRN West Midlands Patient Steering Groups and the Patient Experience Initiative

**Building Research Partnerships - Patient and Public Involvement and Engagement Training for NHS Staff**
Patient and Public Involvement and Engagement in research is important in order to raise awareness about research so that everyone has the opportunity to take part in research. Involving Patients in research will improve both deliverability of research and patient outcomes. BRP been designed to inform and educate Research Professionals about ways *they can and should be involved in research.* BRP also helps to support researchers and research staff to develop, deliver & raise awareness about quality research ensuring that research is accessible, to all patients and their families

**Cancer Researchers Introductory Course -** There are no academic prerequisites for the Cancer Researchers' Introductory Course. Participants may hold any role in the Cancer division and will be new or relatively new in post (ideally within 3 months). The course is introductory and pre-supposes only a basic knowledge of biology. A short review of normal cell biology is provided as pre-reading.

**Communication: Communication and Consent within the Paediatric Research Setting -** All those who undertake paediatric research studies will be involved in the paediatric consent and assent process. The aim of the day is to provide participants with a sound grounding in the standards required when receiving consent and assent in paediatric clinical research. It provides an introductory overview upon which clinical competence can be developed to meet local trust needs and requirements.

**Cost Attribution Training (AcoRD) -** This course goes back to basics on cost attribution. An introduction to the DH AcoRD Guidance will be provided and various scenarios will be explored to explain the differences between a research cost, treatment cost and support cost.

**Data management & CRF design, development & completion -** This course would be suitable for all researchers and associated staff that will be/are responsible for data management, and the design and collection of data in clinical trials.

***For all training enquiries, please contact training.crnwestmidlands@nihr.ac.uk***

**Effective AAC for Partner Organisation (HRA Masterclass) -** The aim of the session is to share good practice, ideas and tips for the completion of effective Assess, Arrange and Confirm processes at Trust level.

**Facilitator Development Training -** This course provides an opportunity for experienced research staff (clinical and non-clinical) who are interested in delivering training on research topics to develop and enhance their ability to enable others to learn. It aims to prepare facilitators who are committed to delivering regional training sessions using standard materials and is a prerequisite for all NIHR-endorsed training.

**Feasibility Workshop - Session 1: Feasibility -** The target audience is applicable to Investigators, Support Service teams, Primary Care staff and R&D and Research teams involved in commercial and non-commercial research. A required level of knowledge within a clinical setting would be advantageous.

**Feasibility Workshop - Session 2: How to Performance Manage Studies** - This training focuses on understanding the importance of delivering studies (commercial and non-commercial) to time and target, and how and why Trust performance manage studies. The target audience is all staff that are involved in the set up and delivery of studies, including R&D staff, Principal Investigators, Research delivery staff and Study Support Service staff.
**Fundamentals of clinical research for laboratory staff -** This course is designed for frontline pathology staff working in departments supporting the delivery of clinical research.
Please contact Workforce Development on training.crnwestmidlands@nihr.ac.uk to express an interest.

**GCP for IMP Management Consolidation Workshop -** A workshop aimed at pharmacy staff that have completed the NIHR GCP for IMP Management Online Course. To enable Understanding of the context of clinical trials in a pharmacy dept, share best practice examples and enable problem solving and risk management in trial set up and delivery

**Good Clinical Practice: Introduction to Good Clinical Practice -** This full-day workshop is designed to provide an introduction to Good Clinical Practice (GCP), the EU Directives, UK Regulations and Research Governance Framework requirements covering clinical trials and other NIHR Portfolio studies conducted within Secondary Care (primarily hospital based) settings. Participants can expect to gain a demonstrable understanding of the background and practical implications of GCP.

**Good Clinical Practice: Introduction to Good Clinical Practice (GCP) with Adults Lacking Capacity -** This full-day workshop is designed to provide an introduction to Good Clinical Practice (GCP), the EU Directives, UK Regulations and Research Governance Framework requirements covering clinical trials and other NIHR Portfolio studies involving adults who lack the capacity to consent to research.

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**Good Clinical Practice: Introduction to GCP in a Paediatric Setting -** This full-day workshop is designed to provide an introduction to Good Clinical Practice (GCP), the EU Directives, UK Regulations and Research Governance Framework requirements covering clinical trials and other NIHR Portfolio studies in a paediatric setting, including consent and assent processes.

**Good Clinical Practice: Introduction to GCP in Primary Care -** This course provides an introduction to GCP in a primary care setting. The content covered in the primary care and secondary care versions of this course are the same, though the context in which they are applied is tailored to primary rather than secondary care settings.

**Good Clinical Practice Refresher -** An update on the key changes to the UK Medicinal Products (Clinical Trials) Regulations since their publication in 2004 and a refresher on Good Clinical Practice (GCP) and the Research Governance Framework (RGF). The session is designed to develop participants previous knowledge and experience of translating principles into practice.

**Google Apps for Business: Introduction to NIHR HUB -** The goal of this training program is to provide a beginners introduction to NIHR Hub (i.e. collection of Google Apps for staff collaboration). The target audience will comprise any new and existing CRN staff, Researchers or any Partner Organisations including NHS Trust staff.

**Improvement & Innovation Training** – The Improvement & Innovation Training Workshops are two half-day sessions- Session 1: Improvement Project Planning and Session 2: Project Delivery -aimed at explaining to trainees what continuous improvement is, the Clinical Research Network approach to continuous improvement (Plan, Do, Study, Act) and provide knowledge of tools that would enable you to carry out improvement projects and/or supporting colleagues in carrying out their own projects.

**Informed Consent -** The aim of this workshop is to provide participants with a sound grounding in the standards required when receiving consent in Clinical Research. It provides an introductory overview upon which clinical competence can be developed to meet local Trust needs and requirements

**Introduction to Clinical Research -** This course is for new clinical research staff (Research Nurses/Facilitators/support staff/ Data Managers) who have been working in a research role for less than one year. The course provides a basic overview of research roles and the clinical research process which builds on the theory and practical sessions of ICH Good Clinical Practice training. It is intended for site staff from any clinical speciality who are involved in the conduct of clinical research.

**Introduction to Clinical Genetics and Research Overview** - This session provides an introduction to the basic principles of genetics and inheritance, and their application to medicine. The session will include an overview of the cancer genetics and general genetics services operating in the West Midlands. Areas of research interest as well as ongoing studies relevant to clinical genetics patients will be discussed.

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**Introduction to Imaging in Clinical Research** – This session will inform you of what do Imaging need to know in order to approve a clinical study and why, assist you in understanding various imaging modalities, the legal requirements for exposure to ionising radiation and the implications to ionising radiation

**Introduction to Medical Terminology for Research Staff** - This course aims to develop an awareness of the range of medical and nursing terminology in everyday use in clinical research settings. By the end of the session learners will be able to identify common abbreviations and interpret them correctly, identify and demonstrate the use of resources to assist the interpretation and use of medical terminology and recognise the adverse consequences related to the incorrect use of terminology / abbreviations.

**Introductory Overview of Research Methods** - This study session aims to explore how "Scientific Method" underpins what are called "Research Methods" and we might consider could be considered as "Research" as applied in the clinical domain. Attendees will be shown how they may start to go further in developing their skills, understanding and knowledge of "Research Methods" to apply in their own clinical research.

**Introductory Overview of Statistics** - The Facilitator will aim to provide an overview of the scope of how statistics can be used in all types of clinical research from systematic reviews to clinical audit, design and analysis of clinical laboratory methods, health technology assessments, medical equipment/device reliability, clinical trials, epidemiological studies, surveys, etc.

**IRAS and HRA for Sponsors/Research Teams –** The aim of this session is to support study coordinators or sponsor contacts who may want an overview on how Research is conducted in the NHS and what the expectations are from NHS organisations in accordance with the HRA approvals process.

**Let's Talk Trials -** For front line clinical staff who wish to improve or consolidate their communication skills in relation to the consent process or staff who have communication identified as part of their PDP

**Making IRAS work for your Research Amendments (HRA) -** The aims of the presentation is to ensure that researchers clearly understand the best way to get their amendments for portfolio research working for them i.e. notifying all participating sites regarding the changes to their studies. The process for submitting and communicating research study "Amendments" has changed significantly in IRAS to fit with the HRA processes and this session aims to give researchers a brief outline of the process in submitting amendments, tips, ideas and workarounds. If you are a CI/ Study Coordinator/ Researcher leading on a study then this would be a great opportunity to learn how you can get IRAS to work for you

**Mental Health & Dementia Awareness -** For research delivery staff who want a better understanding of mental health and dementia

**Monitoring - How to make it pain-free (Well, almost!**) - On-site monitoring of clinical trials is all about ensuring patient safety and data quality. This interactive workshop aims to; explain the monitoring process - what do the monitors do and why? Highlight common monitoring and inspection findings and provides an opportunity to share best practice and explore strategies to avoid findings.

***For all training enquiries, please contact training.crnwestmidlands@nihr.ac.uk***

**Performing Quality Control Checks to Ensure Accurate Data Collection -** This course would be suitable for NHS/academic research staff, who would like to develop their skills and confidence in implementing quality control checks, in order to ensure the accuracy of the data and patient safety

**PI Essentials** - The course is aimed at new Principal Investigators (within the first 18 months or first few studies) and people interested in becoming a PI. The aims are to discuss the PI leadership role in effective study identification, set up, recruitment and conduct, explore three elements of success in PI role: engagement, oversight and communication, identify the skills and behaviours required to be an effective PI and offer reassurance that as a PI 'You are not alone'. help and support is available.

**PI Oversight Masterclass** - Many PIs oversee their studies effectively but do not always document this. Some may also need to improve their oversight practices. Effective oversight, or evidence of it, is a common finding at monitoring visits and MHRA inspections. This masterclass aims to provide practical solutions to empower PIs to enhance effective oversight of the studies. The masterclass applies an evidence-based adult learning approach, which enables PIs to utilise their existing knowledge, learn from others and consider how they can apply what they are learning directly to their practice.

**Preparing for Audit & Inspection -** This course will provide an introduction to the processes involved in inspection, audits and monitoring.

**Protocol Design -** A protocol is a document that specifies the research plan for the clinical trial. It is the single-most important quality control tool for all aspects of a clinical trial. This course will provide attendees with the opportunity to review a protocol template, well designed in compliance with the SPIRIT guidelines. It will in addition provide explanation of the requirements to be included in the individual sections and the reasons for their inclusion. This course would be suitable for NHS/academic research staff who are involved in the development and review of trial protocols.

**Site File Management and Delegation of Duties -** The course has been designed to provide delegates with the knowledge required to set up and maintain a Site File. Participants will explore the purpose of a Site File and identify the essential documents.

**SoECAT Training** - This training will provide an introduction to the new process for the management of Excess Treatment Costs (ETCs) which requires completion of a HRA Schedule of Events Cost Attribution Tool (SoECAT). Those attending will gain an understanding of how to complete a SoECAT for grant applications and the support available, so more suitable to those that support Chief Investigators with setting up studies.

**Trial Coordinator Masterclass** - This course is aimed at Trial Coordinators who are responsible for the set-up, coordination and management of an entire study for a Chief Investigator. This course is not designed for research staff who are involved in study set up for a Principal Investigator.

***For all training enquiries, please contact training.crnwestmidlands@nihr.ac.uk***

**What you need to know about Excess Treatment Costs (ETCs)** - As a result of this course, participants should: Understand what Excess Treatment Costs are, how to identify ETCs, and how ETCs can be managed according to current guidance.

**Writing SOPs –A Workshop**: The workshop is organised to enable participants to understand the information a SOP should contain and by the end of the workshop participants will be able to write a SOPs action list, appreciate the need for review and document control and to write a SOP

## All our training courses can be found and booked via our training website, wmrtc.org.uk

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