

# 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](http://wmrtc.org.uk).

For all training enquiries, please contact [training.crnwestmidlands@nihr.ac.uk](mailto:training.crnwestmidlands@nihr.ac.uk)

**Introduction to GCP**

Date	Event	Time	Location
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
03/04/2020	Introduction to Good Clinical Practice	09.00-16.30	University Hospitals Coventry & Warwickshire, Coventry
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
07/05/2020 & 21/05/2020	Introduction to Good Clinical Practice in a Primary Care Setting	12.30-16.30	Birmingham City Football Club,, Birmingham -Birmingham & Solihull CCG GPs only
11/05/2020	Introduction to Good Clinical Practice (Paeds Focus)	09.00-16.00	Birmingham Children's Hospital, Birmingham
14/05/2020 & 11/06/2020	Introduction to Good Clinical Practice in a Primary Care Setting	12.30-16.30	West Heath Medical centre, Birmingham
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
10/06/2020	Introduction to Good Clinical Practice	09.30-16.30	Haywood Hospital, Burslem, Stoke-on-Trent
24/06/2020	Introduction to Good Clinical Practice (Paeds Focus)	09.00-16.30	Birmingham Children's Hospital, Birmingham
26/06/2020	Introduction to Good Clinical Practice	09.00-16.30	University University Hospitals Coventry & Warwickshire, Coventry

Date	Event	Time	Location
01/07/2020 & 08/07/2020	Introduction to Good Clinical Practice in a Primary Care Setting	12.30-16.30	Omnia Practice Birmingham
06/07/2020	Introduction to Good Clinical Practice **ENT TRainees Only**	09.30-16.30	Royal College of Surgeons, Colmore Row, Birmingham
10/07/2020	Introduction to Good Clinical Practice	10.00-16.00	Robert Jones & Agnes Hunt Orthopaedic Hospital, Oswestry
13/07/2020	Introduction to Good Clinical Practice	09.30-16.30	Royal Shrewsbury Hospital, Shrewsbury
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
19/10/2020	Introduction to Good Clinical Practice	10.00-17.00	Princess Royal Hospital, Telford
16/11/2020	Introduction to Good Clinical Practice (Paeds Focus)	09.30-16.30	Birmingham Women's Hospital, Birmingham
20/11/2020	Introduction to Good Clinical Practice	09.30-16.30	George Eliot Hospital, Nuneaton
24/11/2020	Introduction to Good Clinical Practice	09.30-16.30	New Cross Hospital, Wolverhampton

Date	Event	Time	Location
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
GCP Refresher			
Date	Event	Time	Location
13/03/2020	Good Clinical Practice Refresher	09.30-11.30	Royal Shrewsbury Hospital, Shrewsbury
26/03/2020	Good Clinical Practice Refresher (Primary Care focus)	12.00-14.30	University of Birmingham, Birmingham
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
10/06/2020	Good Clinical Practice Refresher	09.30-11.30	Princess Royal Hospital, Telford
18/06/2020	Good Clinical Practice Refresher	09.30-12.30	City Hospital, Birmingham
09/09/2020	Good Clinical Practice Refresher	09.30-11.30	Royal Shrewsbury Hospital, Shrewsbury
14/09/2020	Good Clinical Practice Refresher	09.30-12.30	Worcestershire Royal Hospital, Worcester

Date	Event	Time	Location
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
06/11/2020	Good Clinical Practice Refresher	10.00-12.30	Robert Jones & Agnes Hunt Orthopaedic Hospital, Oswestry
06/11/2020	Good Clinical Practice Refresher	13.30-16.00	Robert Jones & Agnes Hunt Orthopaedic Hospital, Oswestry
24/11/2020	Good Clinical Practice Refresher	09.30-12.30	Penn Hospital, Wolverhampton
07/12/2020	Good Clinical Practice Refresher	10.00-12.00	Princess Royal Hospital, Telford
Introduction to Valid Informed Consent			
Date	Event	Time	Location
01/04/2020	Informed Consent	13.00-15.00	Birmingham Heartlands Hospital, Birmingham
01/05/2020	Informed Consent	09.30-12.30	University Hospitals Coventry & Warwickshire, Coventry, CV2 2SX
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

Date	Event	Time	Location
09/07/2020	Informed Consent	13.00-16.00	Birmingham Women's Hospital, Birmingham
16/07/2020	Informed Consent	09.30-12.30	University Hospitals Coventry & Warwickshire, Coventry, CV2 2SX
08/09/2020	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
11/11/2020	Communication & Consent in a Paediatric Setting	13.00-16.00	Birmingham Children's Hospital, Birmingham
19/11/2020	Informed Consent	09.30-12.30	University Hospitals Coventry & Warwickshire, Coventry, CV2 2SX
24/11/2020	Informed Consent	13.00-15.30	Birmingham Research Park, Birmingham
<b>Business Delivery</b>			
Date	Event	Time	Location
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
24/03/2020	Trial Coordinator Masterclass	09.30-12.30	Medical School, University of Birmingham, Birmingham

Date	Event	Time	Location
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
01/04/2020	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
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

Date	Event	Time	Location
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
01/05/2020	Site File Management & Delegation of Duties	13.00-16.00	University Hospitals Coventry & Warwickshire, Coventry, CV2 2SX
04/05/2020	Good Clinical Practice for IMP Management Consolidation Workshop	13.30-15.30	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
25/06/2020	PI Essentials	13.00-16.00	Penn Hospital, Wolverhampton
06/07/2020	Writing SOPs-A Workshop	09.00-11.00	WTCRF, old Queen Elizabeth Hospital, Birmingham



Date	Event	Time	Location
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
08/07/2020	Let's Talk Trials	09.30-12.30	Birmingham Research Park, Birmingham
08/07/2020	Let's Talk Trials	13.15-16.15	Birmingham Research Park, Birmingham
09/07/2020	PI Oversight Masterclass	14.00-17.00	St George's Hospital, Stafford
16/07/2020	Site File Management & Delegation of Duties	13.00-16.00	University Hospitals Coventry & Warwickshire, Coventry, CV2 2SX
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

Date	Event	Time	Location
29/09/2020	Data Management and Case Report Form (CRF) design, development & completion	13.00-16.00	Birmingham Research Park, Birmingham
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12/10/2020	Good Clinical Practice for IMP Management Consolidation Workshop	10.30-12.30	Birmingham Research Park, Birmingham
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
05/11/2020	Let's Talk Trials	09.30-13.00	Birmingham Research Park, Birmingham
06/11/2020	Site File Management & Delegation of Duties	09.30-12.30	Birmingham Research Park, Birmingham
12/11/2020	Writing SOPs -A Workshop	09.00-11.00	WRCRF, old Queen Elizabeth Hospital, Birmingham

Date	Event	Time	Location
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
19/11/2020	Let's Talk Trials	09.30-12.30	Birmingham Women's Hospital, Birmingham
19/11/2020	Site File Management & Delegation of Duties	13.00-16.00	University Hospitals Coventry & Warwickshire, Coventry, CV2 2SX
24/11/2020	Site File Management & Delegation of Duties	09.30-12.30	Birmingham Women's Hospital, Birmingham
30/11/2020	PI Oversight Masterclass	09.00-12.00	Birmingham Women's Hospital, Birmingham
01/12/2020	Protocol Design	09.00-12.00	Birmingham Research Park, Birmingham
<b>Study Support Services</b>			
Date	Event	Time	Location
24/04/2020	SoECAT Training	10.00-12.30	Birmingham Research Park, Birmingham
20/05/2020	SoECAT Training	10.00-12.30	Birmingham Research Park, Birmingham
25/06/2020	SoECAT Training	10.00-12.30	Birmingham Research Park, Birmingham

Date	Event	Time	Location
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
18/08/2020	SoECAT Training	10.00-12.30	Birmingham Research Park, Birmingham
18/09/2020	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
21/10/2020	SoECAT Training	10.00-12.30	Birmingham Research Park, Birmingham
10/11/2020	IRAS and HRA for Sponsors/Research Teams	09.00-11.00	Birmingham Research Park, Birmingham

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

## Webinars

<p><b>Study Support Services</b></p> <p>Please email <a href="mailto:training.crnwestmidlands@nihr.ac.uk">training.crnwestmidlands@nihr.ac.uk</a> for your certificate</p>	<p><b>IRAS/HRA for Sponsors/Research Teams Webinar</b> This can be accessed via the resources page on our website.. <a href="https://wmrtc.org.uk/resources">https://wmrtc.org.uk/resources</a></p> <p><b>Making IRAS Work for your Research Amendments</b> This can be accessed via the resources page on our website. <a href="https://wmrtc.org.uk/resources">https://wmrtc.org.uk/resources</a></p>
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## E-LEARNING

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

Stand By Me (Dementia)	<p>If you have an NHS email address, please go to <a href="https://elearning.nsahealth.org.uk/local/sfhadmin/login/index.php">https://elearning.nsahealth.org.uk/local/sfhadmin/login/index.php</a> 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.</p> <p>If you do not have an NHS email address, please email <a href="mailto:elearning@nsahealth.org.uk">elearning@nsahealth.org.uk</a> or call 0844 770 3770 to request an account. (lines are open Monday to Friday, 9am until 5pm).</p>
Study Support Service Overview	<p>For an overview of the Study Support Service and what it involves please see the following Videoscribe: <a href="https://sites.google.com/nih.ac.uk/crnstudysupp/communications">https://sites.google.com/nih.ac.uk/crnstudysupp/communications</a></p>
Understanding Cancer Modules	<p><a href="http://www.mylearningspace.me.uk/moodle/">http://www.mylearningspace.me.uk/moodle/</a> The e-learning hub for the National Cancer Intelligence Network (NCIN)</p>

## 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.



**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@nhr.ac.uk](mailto:training.crnwestmidlands@nhr.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.

**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.

**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.

**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.

**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](http://wmrtc.org.uk)