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| A black and white logo  AI-generated content may be incorrect. |

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| **Tip of the Month** |

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| A city in the mountains  AI-generated content may be incorrect. |

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| **Documenting Eligibility**Eligibility should be reviewed and documented by the study coordinator and PI, or delegated Sub-Investigator, PRIOR to enrollment and randomization.The following documentation practices are recommended: |

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| A red printer with a paper on it  AI-generated content may be incorrect. |

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| **Print the inclusion/exclusion criteria directly from the current IRB approved protocol in ERICA.** |

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| A paper with check marks and a magnifying glass  AI-generated content may be incorrect. |

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| **Assess each eligibility criterion via a checkmark with pertinent notes written, as needed. Complete the checklist with the signature and date by the investigator and file the completed checklist in the participant source file. Any associated documentation to verify/confirm each inclusion/exclusion criteria should also be filed.** |

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| A computer screen with check marks and pen  AI-generated content may be incorrect. |

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| **Signature of the investigator to complete the form and confirm eligibility criteria should only be done after all eligibility criteria are confirmed. There should be no criterion pending prior to enrollment and randomization.** |

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| A light bulb with rays of light coming out of it  AI-generated content may be incorrect. |

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| **For therapeutic studies, all screening labs and/or imaging and diagnostic reports MUST be documented as reviewed by the PI or delegated Sub-Investigator prior to enrollment and randomization.** |

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| A black and white toolbox with tools  AI-generated content may be incorrect. |

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| **OQC Toolkit**Explore templates used to assist research teams with conducting, tracking and/or monitoring research activities. Templates are available for research teams to download and adapt for their own use.  |

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| [**OQC TOOLKIT**](https://qualitycompliance.research.utah.edu/toolkit.php) |

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| **Tip of the Month Archive**Explore previous research compliance reminders and information.  |

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| [**SUBSCRIBE TO TIP OF THE MONTH**](https://qualitycompliance.research.utah.edu/tip-of-the-month.php) |

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| A red circle with a microscope and circles  AI-generated content may be incorrect. |

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| **Research Quality Compliance Network**A network for the research community within the University. Quarterly events are held on compliance and research related topics.  |

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| [**JOIN THE RQCN NETWORK**](https://qualitycompliance.research.utah.edu/rqcn.php) |

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| **Contact Us**OQC@utah.edu |

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| [**OQC WEBSITE**](https://qualitycompliance.research.utah.edu/) |

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