Data Quality Control (QC) Check Final Report

<<Study Name/Acronym>>

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| **QC Check Details** | |
| **Name and Designation of QC Checker** |  |
| **Date(s) and Location(s) of QC Check** |  |
| This QC Check has been completed in accordance with <<Standard/Additional>> Data Quality Control (QC) Check Plan <<version no and effective date>>  Details of the check, including participant numbers selected, datapoint calculations and errors identified can be found in the QC Check Overview. | |

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| **Errors** | | | |
| **Total Number and Name of CRFs checked** | **Total Number of Datapoints for CRF** | **Total number of Errors for CRF** | **% error rate for CRF** |
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| **Totals** |  |  |  |

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| **Error Resolution** | |
| **All errors identified resolved and documented?** | Yes  No |
| **If No, please specify reason and how these will be monitored** |  |
| **Non-resolutions escalated to Trial Manager** | Yes  Date:  N/A |

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| **Results Feedback and Further Action** | |
| **Result and error rate discussed with Trial Manager?** | Yes  Date: |
| **Further action required?** | Yes  No |
| **If Yes, please give details** |  |

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| **Comments** |
| **Any additional information regarding this QC Check can be added here** |
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| **Signatures**  **To be signed by The Trial Manager and the QC Checker** | | |
| **Trial Manager Name** | **Signature** | **Date** |
|  |  |  |
| **QC Checker Name** | **Signature** | **Date** |
|  |  |  |

<<<<<<<<<<<<For Template use only. Remove this page from study specific version>>>>>>>>>>>>>>

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| **Template Revision History** | | | |
| **Version No** | **Effective Date** | **Revised By (Name and Designation)** | **Summary of Revisions** |
| 1.0 | 27-March-2018 | Lynsey Milne, Assistant Data Manager | * Initial Creation * Template version set at 1.0 |
| 2.0 | 7-July-2018 | Lynsey Milne, Assistant Data Manager | * Additional of section 2. Feedback of Results after Sponsor audit finding * All subsequent sections renumbered |
| 3.0 | 21-Aug-2020 | Lynsey Milne Assistant Data Manager | * Updated at scheduled review * New Review Schedule, Error Resolution, Results Feedback and Further Action and Comments sections added |
| 4.0 | 15-June-2023 | Lynsey Milne, Data Manager | * Updated at scheduled review * Minor alterations to header * N/A box added for non-resolution escalation |
| 5.0 | 26 Aug 2024 | Tanya Tharakan, QA Manager | * Sign-off title changed from ’Approval’ to ‘Signatures’ |