



Applicant meets with Clinic Coordinator to discuss site feasibility

Applicant submits task risk assessments/ safe work procedure documents to Clinic Coordinator

Applicant submits Project Summary document to Clinic Coordinator

Clinic Coordinator reviews Project Summary, task risk assessments and safe work procedures

Chair of Clinical Research Facility Governance Committee reviews/ approves Project Summary, task risk assessments and safe work procedures

Clinic Coordinator notifies Applicant of status and any additional requirements

Applicant and all research staff inducted into Clinical Research Facility by Clinic Coordinator

Clinic Coordinator allocates storage areas for equipment/ consumables/ investigational products

Clinic Coordinator gives nominated person access to the clinic booking system

Applicant books Clinic rooms for study appointments, and pays Clinic User charge annually for room use