



Online Courses-Classroom Seminars in Clinical Research

Attend these seminars **with or without** the online courses **Seminar Certificate provided.**



SOP WRITING - CLASSROOM SEMINAR

SOP Writing Seminar

The Standard Operating Procedure (SOP) Writing Seminar is a unique opportunity to gain efficiency in this sometimes overwhelming task. Ranging from understanding where to begin, what format, minimum requirements and gaining a full appreciation of the process and its components, attendees will benefit from a day with handy templates and resources.

Who should attend?

Clinical researchers responsible for creating their SOP and Quality System

Course Includes:

- The program will include:
- Where do I begin with SOP writing?
- What is the minimum requirement of SOPs?
- What is an appropriate process
- Course book, CD, certificate

Program details

- Registration
1. Welcome
 2. Overview of Standard Operating Systems
 3. Flowcharting & Logic
 4. Essential Elements of an SOP System
 5. Consent

Complementary Topics

- Topic AD.4.1. Clinical Quality Assurance (COA)
- Topic AD.4.2. SOPs in Clinical Research
- Topic AD.4.3. Sponsor Compliance & Audits
- Topic AD.4.4. Site Audit

Course Details

Time	1/2 day 8.30 am – 1.30 pm or 1.30 pm – 5.30 pm
Date & Venue	See our website for details of a course convenient for you.
Cost	RRP \$365. Up to 10% discount for groups of 4+ from the same organisation Over 35% discount if hybrid
Travel	Map & parking instructions will be sent to you before the course
Payment Policy	Payment of course fees must be made prior to the commencement of the course. Payment can be made by credit card or by account by prior arrangement only for group bookings. This account should be made payable to Nucleus Network Limited.
Cancellation	<ol style="list-style-type: none"> 1. Participants who cancel their enrolment more than 14 days prior to the scheduled commencement of the course will be refunded all fees less an administration charge of \$99 2. Participants who cancel their enrolment less than 14 days prior to the scheduled commencement of the course will forfeit their full fee. However, a substitute attendee may take their place.

These seminars complement the rigorous training of our extensive online program

Customise your learning

For more information contact



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