How To Start a Corporate Funded Clinical Trial

CDA Checklist

□Access UIRIS
□In UIRIS complete New MTA & Non-Monetary Agreement Routing Form
    -Complete all necessary fields
    -Attachments should include CDA in Word Document Format and documents containing specific contact and mailing instructions from the CRO/sponsor
    -Submit and Print form
    -Obtain signatures as required by your departmental policies
□On the DSP Contract Log, follow the progress of the CDA personnel who was assigned to work on CDA
□PI signs final version of CDA when received from DSP
□Return CDA to DSP (DSP will sign for the University and send to CRO/Sponsor) (A PDF of the CDA may be emailed to DSP.)
□CRO/Sponsor will send PI the study protocol