

<b>Major Category</b>	<b>Sub-Category</b>
Amendment Processing	Amendment preparation and submission – if re-consenting required
	Amendment preparation and submission – major amendment
	Amendment preparation and submission – minor amendment
	Amendment review – major amendment by HREC office
	Amendment review – minor amendment by HREC office
	Amendment review – minor/major amendment by RGO
Biospecimen related	Biospecimen collection and processing (central labs) – performed by CRC
	Biospecimen collection and processing (central labs) – performed by pathology staff personnel
	Biospecimen collection and processing (central labs) – performed by research nurse
	Biospecimen storage
Biospecimen transfer/ destruction	Biospecimen return/ destruction
Clinical resources	Clinic/theatre time
	Clinical research coordinator (non-research nurse) time – equivalent to Clinical Trials Coordinator (CTC)
	Interpreter services
	Investigator time – Associate Investigator
	Investigator time – Principal Investigator
	Outpatient time
	Research nurse time
	Ward bed days
Clinical services	Allied health services
	Imaging examinations and procedures
	Laboratory tests and procedures
	Nursing services
	Other clinical tests or procedures
	Radiation therapy planning and treatment
	Screening and health assessment
	Specialist medical consultations
	Specialist medical consultations - dental
Drug return/ destruction	Drug return/destruction
Ethics Approval	Preparation of the HREC application
Feasibility Assessment	Feasibility determination – budget negotiation and contract review
	Feasibility determination – completion of feasibility questionnaire
	Feasibility determination – study site visit
	Preliminary assessment
	Protocol review
Other	Other
Participant related	Participant costs -accommodation
	Participant costs -meals
	Participant costs -travel
	Participant time
Patient accrual	Pre-screening activity
	Recruitment activity
Pharmacy / Investigation Drug Related	Drug preparation and dispensing – complex
	Drug preparation and dispensing – drug accountability
	Drug preparation and dispensing – drug manufacturing
	Drug preparation and dispensing – provision of counselling
	Drug preparation and dispensing – simple
	Staff training (drug specific)
	Stock management – expiry management
	Stock management – drug stock received

<b>Major Category</b>	<b>Sub-Category</b>
Record archiving	Archiving of records
	Archiving of records – storage fee
Site closeout visit	Site closeout visit
Site-specific assessment	Preparation of the SSA application by the project team
Trial initiation	Departmental set up
	Online training undertaken by CRC
	Online training undertaken by PI
	Online training undertaken by supporting department
	Start-up meetings
	Trial specific equipment setup and maintenance
Trial operation	Administration, monitoring and reporting – administration activities
	Administration, monitoring and reporting – eCRF or CRF completion
	Administration, monitoring and reporting – monitor visits
	Administration, monitoring and reporting – other annual reporting
	Administration, monitoring and reporting – preparation of SAE and/or incident reports
	Administration, monitoring and reporting – review of line items/SAE reports
	Lead site coordination – four or less sites
	Lead site coordination – more than four sites