| **Delegation of Duties Log** |
| --- |
| **Study Title:** |  |
| **IRB #:** |  |
| **Print Full Name** | **Signature** | **Initials** | Study Role | **Key Delegated Study Task(s)\*\***See Examples Listed Below | **Duration** | Investigator's Authorization\* |
| **From:** | **To:** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

\* Duties are delegated in accordance with training, education, recognized institutional practices, state laws and licensure stipulations. This could be documented via a Standard Operating Procedure, Note to File or by the PI signing and dating this log.

\*\* Identify key study tasks when delegated by the investigator. Examples of key delegated study tasks could include:

1 Obtain Informed Consent 5 Vitals 9 Regulatory Submissions 13 Assess Unanticipated Problems

2 Determine Eligibility 6 Phlebotomy 10 Investigational Product Management 14 Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3 Obtain Medical History 7 Source Document Completion 11 Data Management 15 Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4 Perform Physical Exams 8 Source Document Review and Signature 12 Assess Adverse Events 16 Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_