CCI4EU

Checklist for documetantion for Ethical Committee aproval

Key Points	Description	Responsable persons/working groups	Status	Comments
Research project report/Protocol and CEIm evaluation request form.	This is the standardised model for our centre, though it is not mandatory to present the report or protocol in this format; if you already have a report or protocol in another format, you may present your own, though you will have to fill out and present the CEIm evaluation request form. In all cases, it is mandatory to include the version number and date of the document in the footer of the document.			
Commitment of the principal investigator and collaborators / Acceptance from the departments involved.	You must include the Principal Investigator's department head			
Express authorisation of the supervised centre.	In the event that it is a supervised centre (without prior approval from an REC or CEIm), it is necessary to present the express authorisation of the supervised centre.			
Patient information leaflet and informed consent (PIL-IC)	This is the standardised model for our centre, but if you already have another PIL-IC model, you can present your own, or attach a PIL-IC waiver request (including reasons and justification). It must be presented in Spanish and, if applicable, in Catalan (it must be in a language the patient can understand), and the version and date of the			

	document must be included at the foot of it.			
Temporary waiver of CEIm evaluation fees:	Only in the case of grants that have not yet been resolved or awarded.			

Source: https://vhir.vallhebron.com/en/institute/committee-and-commissions/clinical-research-ethics-committee-ceim/requirements-evaluation-research-projects