Pharmacy Clinical Trials

NJRO-GEN-GUIDE-011

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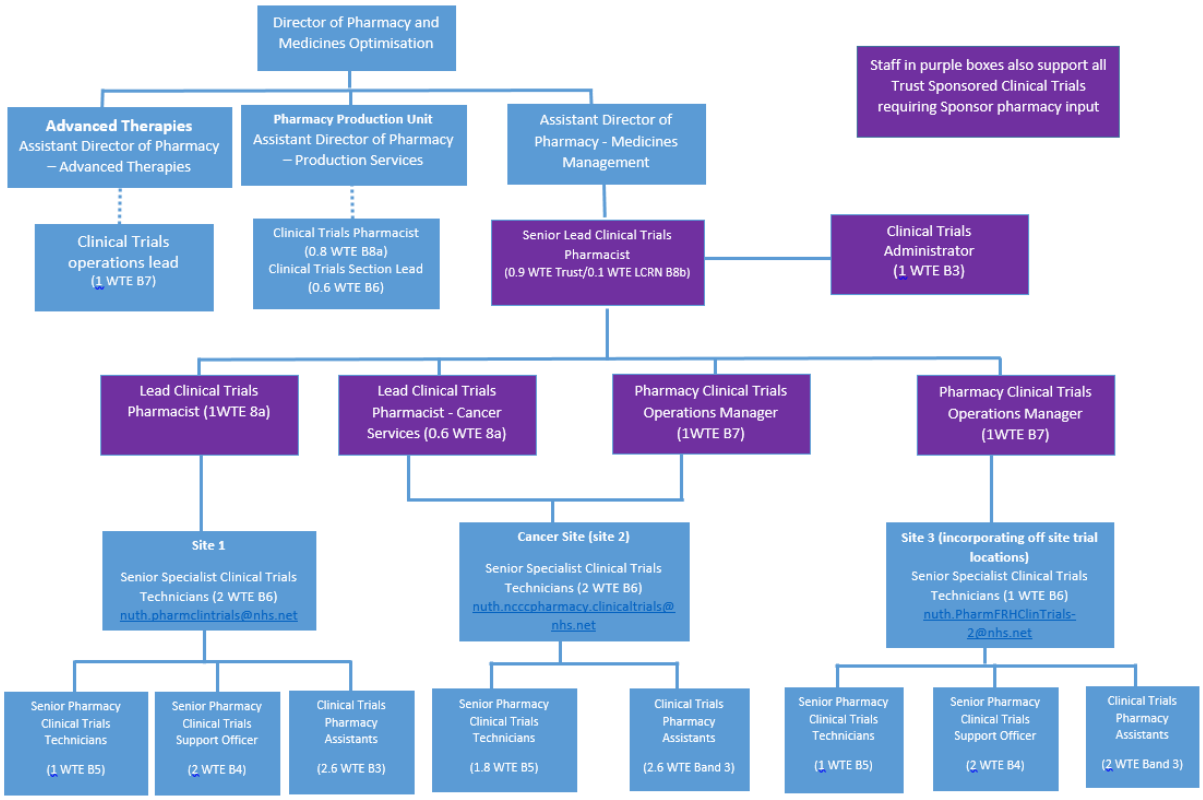
The Role of Pharmacy

Nationally the role of the pharmacy in Clinical Trials is:

- To safeguard subjects, healthcare professionals and the Healthcare Provider Organisation. By ensuring that investigational medicinal products (IMPs) are appropriate for use, are procured, handled, stored and used safely and correctly.
- To ensure IMPs are managed and dispensed to patients in accordance to an approved current protocol.
- To ensure Pharmacy clinical trials procedures comply with relevant guidelines and regulations.

Locally it is Trust policy that all IMP's must be managed by pharmacy. This doesn't necessarily mean stored and dispensed by pharmacy, but that pharmacy has oversight of the management. Pharmacy involvement may also be required in non-CTIMPs (Clinical Trials of IMPs) involving drugs or devices and have oversight of ATIMPS (Advanced Therapy Investigational Medicinal Products i.e. stem cell or gene therapy), working in conjunction with the cellular therapies team.

Pharmacy Staff



The diagram above shows dedicated pharmacy clinical trials staff, however many other members of the pharmacy team have input into clinical trials, e.g. the clinical informatics team set up inpatient trial medication onto the eRecord electronic prescribing system. They also assist with advising set up of oncology and haematology trials onto the Chemocare electronic prescribing system. This is a system that ensures pharmacy conform to national anticancer therapy prescribing standards. Clinical pharmacists have input into and approve Chemocare prescriptions where there is an element of standard of care.

If it is a commercial study, pharmacy charge for this service via interactive costing tool.

If the study is non-commercial then pharmacy costs are reviewed as to how they are appropriately funded i.e.: research costs, excess treatment costs.

There are currently over 400 clinical trials being managed by pharmacy within NuTH, with approximately 100 trials in various stages of set up across the 3 sites.

The Role of the Pharmacy Technician

Pharmacy Technicians:

- Provide the operational management and organisation of the Pharmacy Clinical Trials service at each individual site.
- Act as point of contact for all trial-related issues and queries.
- Attend site selection/initiation visits and provide pharmacy greenlight.
- Are responsible for set-up and maintenance of all clinical trials running at each site from site selection through to archiving.
- Are registered with the General Pharmaceutical Council (GPhC).

The Role of the Pharmacist/ Operations Manager (Lead Technician) (contact via nuth.PharmacyRandD@nhs.net)

This role is broadly divided into three areas. A brief overview is provided below:

Supervisory Role:

- Approve all pharmacy documentation prior to greenlight.
- Deal with high level queries passed on from technical staff and the Newcastle Joint Research Office (NJRO).
- Write and approve all pharmacy standard operating procedures and associated template documentation.

Managerial Role:

- 'Expert panel' role for confirmation of capability and capacity of CTIMPs as part of the overall Trust Research review.
- Pharmacy representation at Trust and national meetings.
- Manage the clinical trials pharmacy staff within the Trust

Sponsor Pharmacy Role:

- Responsibility for specific delegated pharmacy activities in relation to NuTH Sponsored clinical trials
- Answer queries from host sites for these studies
- Review and give input into the costs associated with management of IMP within a Sponsored study for grant proposals
- Ensure study medication for sponsored studies is procured and manufactured within the appropriate legislation

Hosted Clinical Trial Set Up Process *(please note these activities are not strictly a linear process, and can happen in parallel with one another, managed on a trial-by-trial basis)*

Co-ordinator/Sponsor representative informs pharmacy about the study (see diagram above for contact details for the individual pharmacies)

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Pharmacy attends the site-selection visit/sponsor visits pharmacy

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If site selected, co-ordinator to send out a pro forma. This document includes all the information required to commence set up.

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Study registered with Trust Research by delivery team (may happen in parallel with the above tasks)

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Once pro forma has been completed by Sponsor and sent back to pharmacy along with sponsor document pack, fees can be prepared

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If injectable medication or liquid preparation is required, or advanced therapy investigational medicinal product (ATIMP) a risk assessment is performed to determine if Newcastle Specials (Pharmacy Production Unit) or Newcastle Advanced Therapies team involvement is required. **They will provide separate fees.**

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Pharmacy commence set up in conjunction with Newcastle Specials or Newcastle Advanced Therapies (if applicable). If applicable, please copy Newcastle Specials/ Newcastle Advanced Therapies staff into all communications, Pharmacy Clinical Trials staff will facilitate this.

Pharmacy attend SIV along with a representative from Newcastle Specials/ Newcastle Advanced Therapies (if applicable). This can be the main SIV or sponsor may hold a separate pharmacy SIV.

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Pharmacy finalise documentation, which is then approved by a member of the pharmacy management team

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A single pharmacy greenlight (on behalf of CT Pharmacy and Newcastle Specials/ Newcastle Advanced Therapies if applicable) is provided once all approvals are in place, documentation is complete and IMP has arrived on site (if applicable). This may occur after sponsor greenlight, but recruitment can only commence once pharmacy greenlight is provided. Please note, where considered appropriate to the trial a two-stage green light may be discussed with pharmacy.

<u>It is important to get pharmacy and other support departments involved as early as possible.</u>

Pharmacy Documentation

The pharmacy pro-forma is sent to sponsors by the study co-ordinator when pharmacy are first informed about a study and details all the information pharmacy needs to prepare pharmacy fees and commence set up. Pharmacy cannot commence set up without this form being completed and the relevant information provided.

The following documentation is prepared by pharmacy as part of the set up process:

- Pharmacy fees

- Trial notes
- Dispensing Instructions
- Patient Identifier Allocation Record
- Accountability logs
- Labels
- Split Coded Fees for management of finances
- Trial Specific Contact Sheet
- Prescription
- Newcastle Specials documentation (if applicable)
- Newcastle Advanced Therapies documentation (if applicable)

Pharmacy Fees

These are applicable to Commercial and Investigator-led trials; for non-commercial portfolio studies pharmacy services are funded by the Local Clinical Research Network, Research Costs or Excess Treatment costs. Where the study is non-commercial, non-portfolio or there is a non-CTIMP which requires pharmacy involvement there may be fees associated for pharmacy support. Pharmacy uses the NIHR interactive costing tool as a calculator and insert fees into a table to be incorporated into the contract by sponsor.

If this study is an ATIMP, this will require input from Newcastle Advanced Therapies team and/or Newcastle Specials (PPU) before full pharmacy fees can be provided. This will be coordinated by pharmacy clinical trials, if direct contact with the teams is required pharmacy clinical trials will ensure this is possible.

Once fees have been provided by pharmacy and inserted into the financial appendix of the contract, this will form part of the valid submission to Trust Research for review.

Pharmacy will need to review their fees in the contract to confirm they are correct prior to signatures. This should be arranged by the Trust Research Officer. Pharmacy will raise their own invoices according to the fees in the contract.

Newcastle Specials Pharmacy Production Unit (PPU)

Newcastle Specials Pharmacy Production Unit and Quality Control Unit are an MHRA-approved facility based at RVI. PPU prepares a wide range of pharmaceutical products for use within NUTH and for supply to external customers.

Newcastle Specials holds an MHRA ‘Specials’ manufacturing license, an investigational medical product (IMP) manufacturing license and a wholesale dealer’s license. A range of sterile and non-sterile medicinal products are manufactured and supplied to current GMP, GCP and GDP standards.

Newcastle Specials' main facility at the RVI comprises five dedicated production zones providing parenteral nutrition, centralised intravenous additive service (CIVAS), cytotoxic service, homecare service and non-sterile and terminally-sterilised manufacturing. Newcastle Specials prepare a range of bespoke products and medicines in individualised patient doses in ready to administer form. A satellite unit, the Cytotoxic Dispensing Suite at NCCC provides a cytotoxic service to oncology and non-oncology specialities at the Freeman and Centre for Aging and Vitality sites.

Why use Pharmacy Production?

For Clinical Trials involving IMPs which require specialist handling, PPU can offer an aseptic preparation service in these main circumstances:

- Injectable medicines pose an increased risk of infection to patients and preparation in an aseptic unit can minimise this risk.
- Some medicines such as those classified as cytotoxic or cytostatic can be prepared in PPU in order to limit exposure risks to clinical staff.
- Some medicines may require complex preparation techniques which can increase risk of operator errors.

Clinical Trials and PPU

Clinical Trials involving injectable IMPs should be risk assessed by CT Pharmacy Technicians using the National Patient Safety Authority (NPSA) Risk Assessment Tool for injectable products. Once assessed, those IMPs which carry a moderate to high risk should, ideally, be prepared within Pharmacy Production. Please note, if risk mitigations can be put in place these products may be prepared in clinical spaces. This will be assessed on trial-by-trial basis.

Newcastle has a small, dedicated team of staff who facilitate the preparation of dispensed IMPs within NUTH. The Newcastle Specials Clinical Trials team work closely with teams from each of the Clinical Trials Pharmacies at RVI, FRH and NCCC.

These staff are fully GCP trained and are available to advise research staff concerning the preparation of injectable IMPs and support where appropriate.

For more information and for all trial related correspondence, please contact:

- Clinical Trials Pharmacist or Section Lead – Clinical Trials via nuth.pharmacyPPUclinicaltrials@nhs.net

It is vital that PPU staff are copied in to all relevant trial correspondence sent to pharmacy.

ATIMPS

An ATMP (advanced therapy medicinal product) is a biological medicine. Regulation (EC) No 1394/2007 classified ATMPs as:

- Gene Therapy Medicinal Product (GTMP)
- Somatic Cell Therapy Medicinal Product (CTMP)
- Tissue Engineered Products (TEP)
- Any combination of these 3

An ATIMP is an investigational form of the above run through NuTH clinical trials pharmacy and the Newcastle Cellular Therapies Facility (NCTF). There are approximately 20 ATIMP studies registered with Trust Research at NuTH at any one time. Newcastle is part of the Northern Alliance, highlighting centres of excellence for ATIMPs in the UK. There is a NuTH ATMP policy available on the trust Intra and Internets link here.

Who to contact:

- Pharmacy Clinical Trials Management Team: nuth.pharmacyRandD@nhs.net
- Newcastle Advanced Therapies Team: nuth.atimp@nhs.net

Both teams should be contacted in the first instance and in all future correspondence as pharmacy have oversight over cell therapies and vice versa.

Such studies require review by additional committees prior to submission to Trust Research:

GMSC-Genetic Modification Safety Committee (nuth.gmsc@nhs.net):

- Meets on an ad hoc basis
- Form requires completion in advance by sponsor (link to Additional Committees guidance – Steven to please add link)

New Interventions Committee:

- PI needs to complete information and submit
- Meetings every month (link to add as above) (Also link to page on intranet)

ATIMPs Responsibilities

The clinical trials pharmacy are responsible for:

- Providing advice and oversight re preparation activities for ATIMPs.

- Auditing the Newcastle Advanced Therapies unit as necessary to ensure GCP compliance.
- Overseeing GCP activities performed in Newcastle Advanced Therapies Unit.
- Approving procedures relating to handling and storage of ATIMPs.

Newcastle Advanced Therapies are responsible for:

- Manufacture and release of unlicensed ATMPs under the Trust's Manufacturers Specials Licence.
- Manufacture of ATIMPs for use in clinical trial.
- Providing training to NuTH staff as needed.
- Oversight and provision of technical expertise and associated approvals as needed.
- Reconstitution and storage of ATIMPs which are not manufactured by NuTH.

Amendments involving Pharmacy & PPU/ ATIMPs

- Amendment documentation must be sent to CT pharmacy as soon as possible after receipt of full amendment pack.
- CT pharmacy will co-ordinate sharing documentation with PPU and/ or ATIMP team if applicable
- Pharmacy and PPU/ ATIMP will review documentation and feedback to CTC whether changes will be required to documentation or the Clinical Trial Agreement and agree capacity to support the amendment, as well as a date by which changes should be made, this will be fed back to CTC by Trials Pharmacy team.
- Changes implemented and approved.
- Confirmation of readiness will be communicated to CTC by Trials Pharmacy on behalf of all pharmacy teams involved.