



ONLINE TRAINING STANDARD OPERATING PROCEDURE (SOP) WRITING

This practical and straight forward e-learning course will give you the basic skills necessary for writing SOPs and to ensure the effective implementation within your organization.

Regulations and guidelines for clinical researchers are clear, documented processes are essential. Standard Operating Procedures allow organizations to demonstrate that they have interpreted the regulations appropriately and have applied them to their working environment.

ONLINE COURSE TOPICS

- ✓ Good Business Practices and Regulatory Requirements for SOPs
- ✓ Identifying the Need for SOPs and Associated Documents
- ✓ Preparing to Write an SOP
- ✓ Individual Components of SOPs
- ✓ Implementation and Management of SOPs
- ✓ Set-up of a SOP and individual review and feedback by experts

KEY LEARNING OUTCOMES

- ✓ Have a clear understanding of the requirements for SOPs in Clinical Research
- ✓ Know different options for template setting and layouts for SOPs
- ✓ Have written a SOP based on the principles covered
- ✓ Be able to identify the need for SOPs within your environment

TARGET GROUP

- ✓ Personnel who are required to write/review SOPs
- ✓ Personnel with a responsibility for quality management
- ✓ Personnel with an interest in understanding more about SOPs

Course Fee

EUR 200,00

Language of Instruction

English

Course Duration

- Online Course
- Complementary Reading

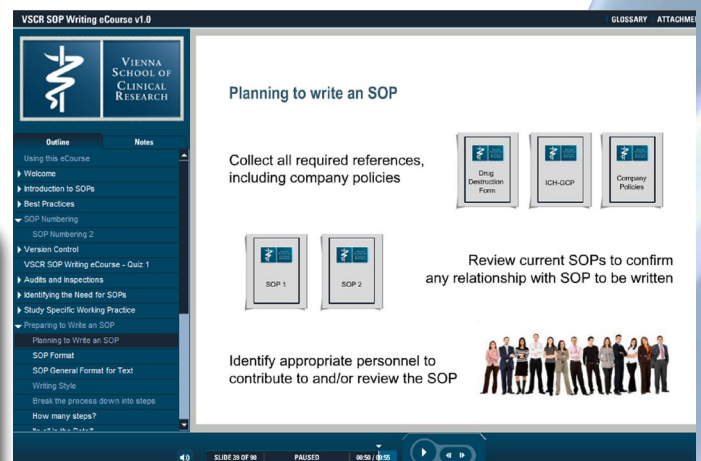
approx. 2 - 3 hours
approx. 1 hour

Individual SOP Set-Up

approx. 2 hours

Registration

www.vscr.at



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