A Phase III double-blind placebo-controlled randomized trial of aspirin on recurrence and survival in colon cancer patients

Pharmacy protocol

(English version)

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Administrative responsibilities

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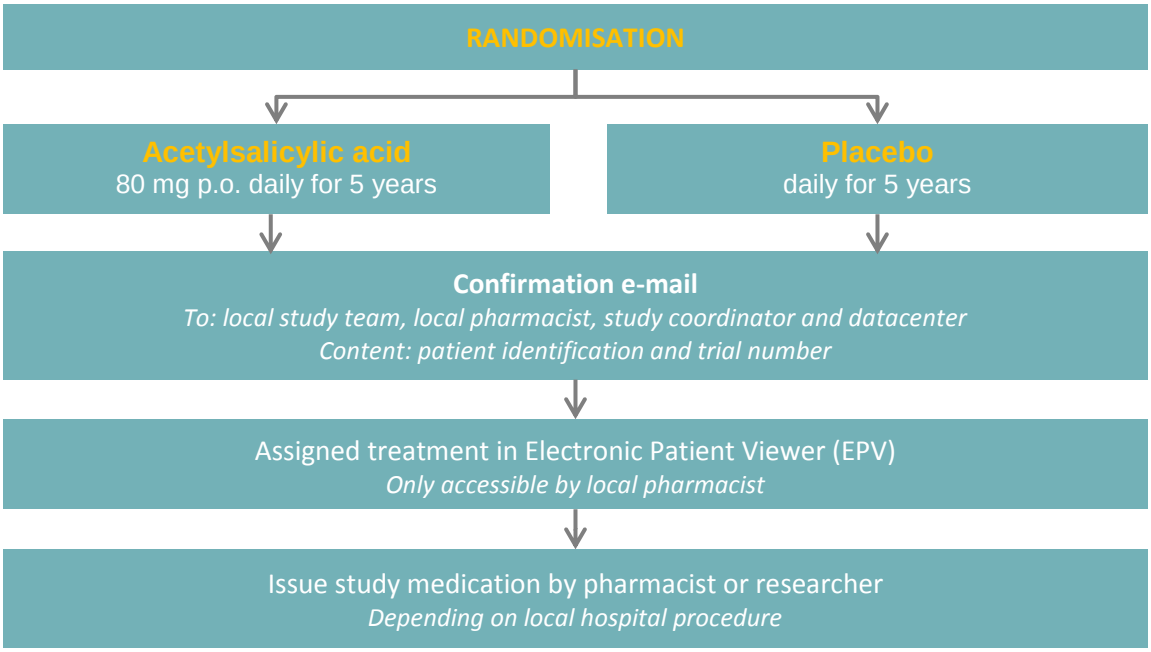
Content

1. Randomisation procedure



2. Randomisation

The local researcher/ PI in your hospital is, in collaboration with the central study coordinator of UZA, responsible for the randomisation of patients. If a patient has been randomized in your hospital, you will receive a confirmation email (i.e. randomisation email) with the study number (trialnumber/ randomisation number) and some other details about the patient.

2.1 Randomisation/ confirmation email

The randomisation email looks like this:

Dear Colleague,

Hereby we confirm that your patient, as specified below, complies with all the in- and exclusion criteria and is randomised in the ASPIRIN trial today.

Patient	
Center	
Physician	
Date of birth	
Date of randomisation	
Specific Questions at Randomisation	
Date of informed consent	
Date of surgery	
Subgroup	no adjuvant chemotherapy, pStage II
Gender	male
Age group	<70 years
Assigned Trialnumber	
Trialnumber	

Note: this email does not show the randomisation result!

2.2 Structure of the study number

The study number of patients included in the ASPIRIN Trial is made up of a three-digit 'CenterID' (hospital number) and a four-digit 'PatientID' (patient number). The PatientID is an ascending number that is equal to the number of patients participating in the ASPIRIN Trial at your hospital, and is always an 8000-number. The first patient will always have number 8001 as PatientID, followed by patient 8002, 8003 etc.

3. Electronic Patiënt Viewer

After receiving the randomisation email, you can view the result - only as a pharmacist - using the Electronic Patient Viewer (EPV) in ProMISe. You need a pharmacy account for logging in.

3.1 Request ProMISe pharmacy account

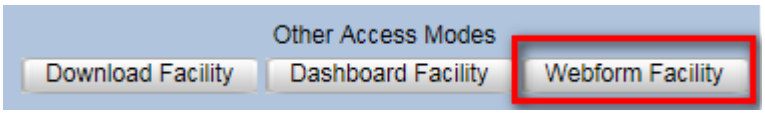
Requesting a pharmacy account can be done by sending an email to the central study coordinator (aspirin@uza.be). Please note that a signed task delegation log is required.

3.2 Username and password

After your application has been approved, you will receive an email with a username that is linked to the email address you provided. You can then create a password via the login page.

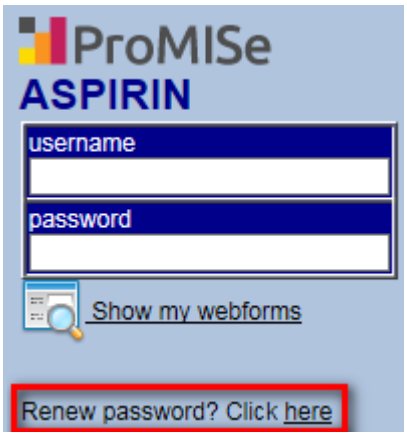
3.3 Login page

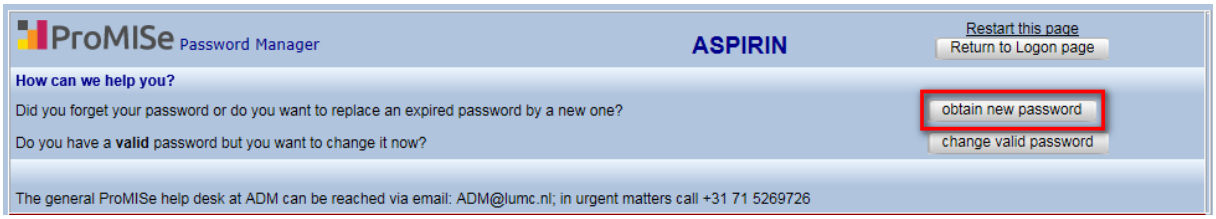
The ASPIRIN EPV on the ProMISe website is accessible via *www.msbi.nl* > *Datamanagement* > *ProMISe* > *Projects* > *Datacenterheelkunde* > *ASPIRIN* > ***Webform Facility*** **(on the right of the screen)**
https://www.clinicalresearch.nl/PROMISE/S/HEIT/S_O_LUMC_C_HEELK_ASPIRIN_/LOGON/INDEX.HEI?MODE=1



3.4 Request new password

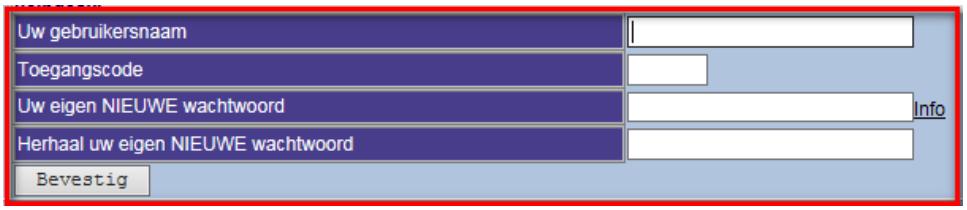
On the login page you can create a password by clicking on *Renew password? Click here.* Then click on *obtain new password.*





In the next screen enter your username and click on *request security* code. You will now receive an email message with the security code.

Enter your username and security code (access code) as well as your new password and click on *confirm.*



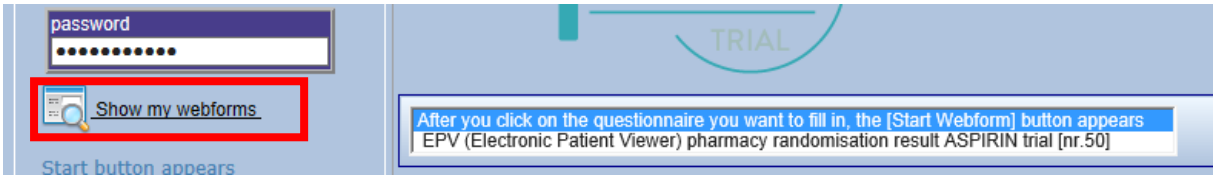
Username
Security code
New Password
Repeat New password

You can now use your new password.

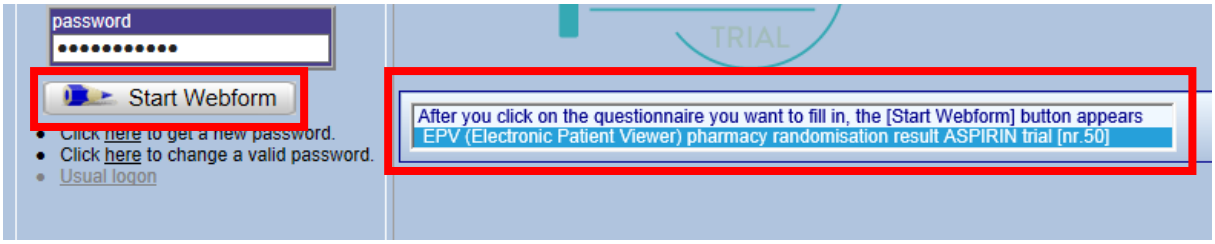
3.5 Log in
On the login page you can log in with your username and password.

The ASPIRIN EPV on the ProMISe website is accessible via www.msbi.nl > *Datamanagement* > *ProMISe* > *Projects* > *Datacenterheelkunde* > *ASPIRIN* > ***Webform Facility*** **(on the right of the screen)**
https://www.clinicalresearch.nl/PROMISE/S/HEIT/S_O_LUMC_C_HEELK_ASPIRIN_/LOGON/INDEX.HEI?MODE=1

Enter your username and password and click on *show my webforms* and you will see the EPV in the screen.

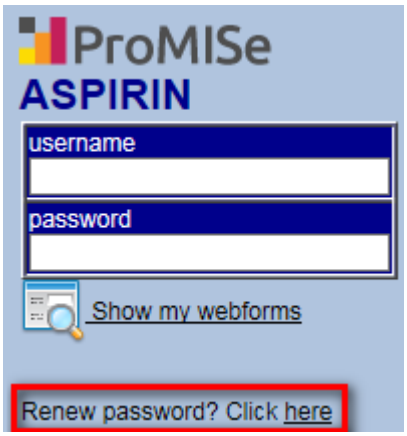


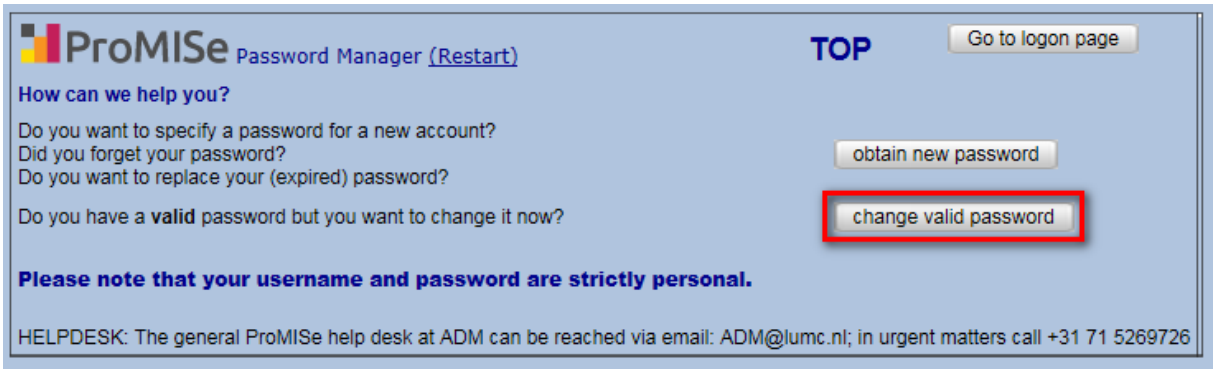
Select *EPV* and then click on *Start Webform.*



3.6 Change valid password

Changing a valid password also takes place via the login page. Click on *Renew password? Click here* and then on *change valid password*.

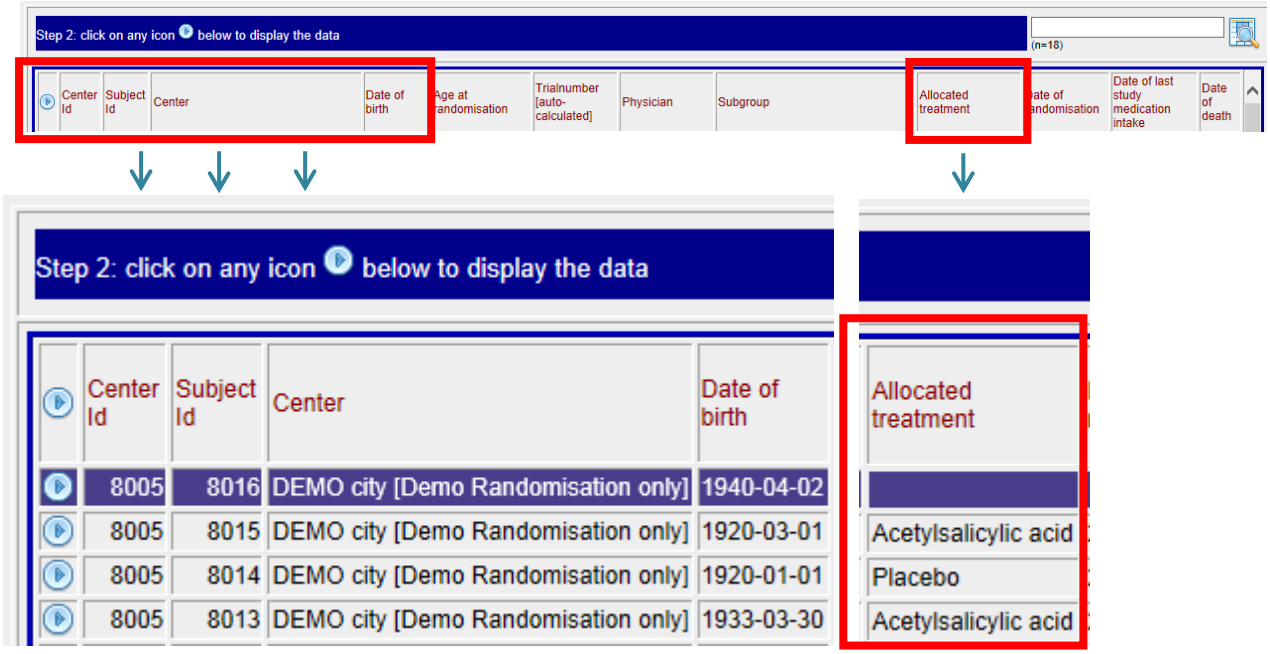




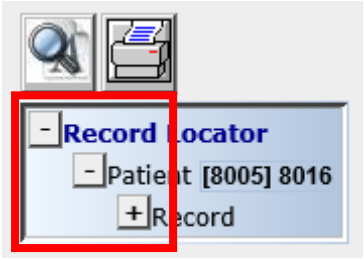
Then follow the steps on your screen.

4. View randomisation result

After logging in, you will see an overview of the participating patients in your hospital with various data, including the randomisation result (allocated treatment).



By clicking on the icon next to CenterID, the EPV appears at the patient level. Then click on the plus sign next to *Record Locator* to expand the record.



You will now see the EPV at the patient level. With the printer icon you can also print this patient specific overview.

5. Order study medication

Medication can be ordered with the supplied order form. This order form can be sent by email to the trial pharmacy of UZ Antwerpen via studies.apotheek@uza.be.

Note: the medication has a delivery time of 2 weeks.

University Hospital Antwerp
Trial pharmacy
E-mail: studies.apotheek@uza.be

6. Receipt of medication

Medication is delivered directly from the trial pharmacy of UZ Antwerp to your local hospital pharmacy. The reception procedure is as follows:

- Read temperature logger (see instruction on back logger)
    1. Remove protective cap
    2. Connect to a PC via the USB port
    3. Print the graph
- Complete and send the receipt form
    1. Complete Table C
    2. Add graphics and data to form
    3. Scan the form with graph and data
    4. Send by e-mail to studies.apotheek@uza.be
        - In case of agreement of temperature data, no further actions are required
        - If temperature data exceeds the prescribed specifications during transport (see graph and data), indicate this in the mail to the trial pharmacy of the UZA. The trial pharmacy will determine the impact and will provide feedback.

Attention: please keep the temperature logger until you have received a confirmation of 'fit for use'.

Here you can see what the receipt form (Table C) looks like and what you need to fill in:

Table C: Acknowledgement of Receipt; to be filled out by Client

Please inspect and inventory the contents of this shipment of investigational medicinal product(s) upon receipt and return a scan of this form, including the log of the temperature data to studies.apotheek@uza.be	
Receipt in acceptable condition	☐ Yes ☐ No (please provide details and directly contact the Trial Pharmacy UZA)
…… …… …… …… …… …… …… …… ……	
Receipt at (date)	
Received by	
Signature / Date	

7. Drug accountability

The medication is delivered in boxes of 16 containers containing about 100 tablets each. The size of these boxes is 17x17x10 cm.

You will receive 2 different containers from the courier service; placebo and verum. For the pharmacy, the medication is therefore deblinded.

At the time you prepare the study medication for a study patient, you write the *Subject n°* (= Subject ID / study number/ trial number), visit number, date of birth, and the name of the local investigator on the container. Part of the label is a flag label (deductible). Before you release the study medication, **remove the flag label** of the container, with this you will **blind** the medication. The medication number is on both parts of the label, which makes it possible to trace which medication the patient has received.

You must keep the drug accountability on a form. An example of the drug accountability form is included with the initiation visit. You store the flag label on / at the drug accountability form.

The medication is issued the first two years once every six months (= 2 pots), then once a year (= 4 pots).

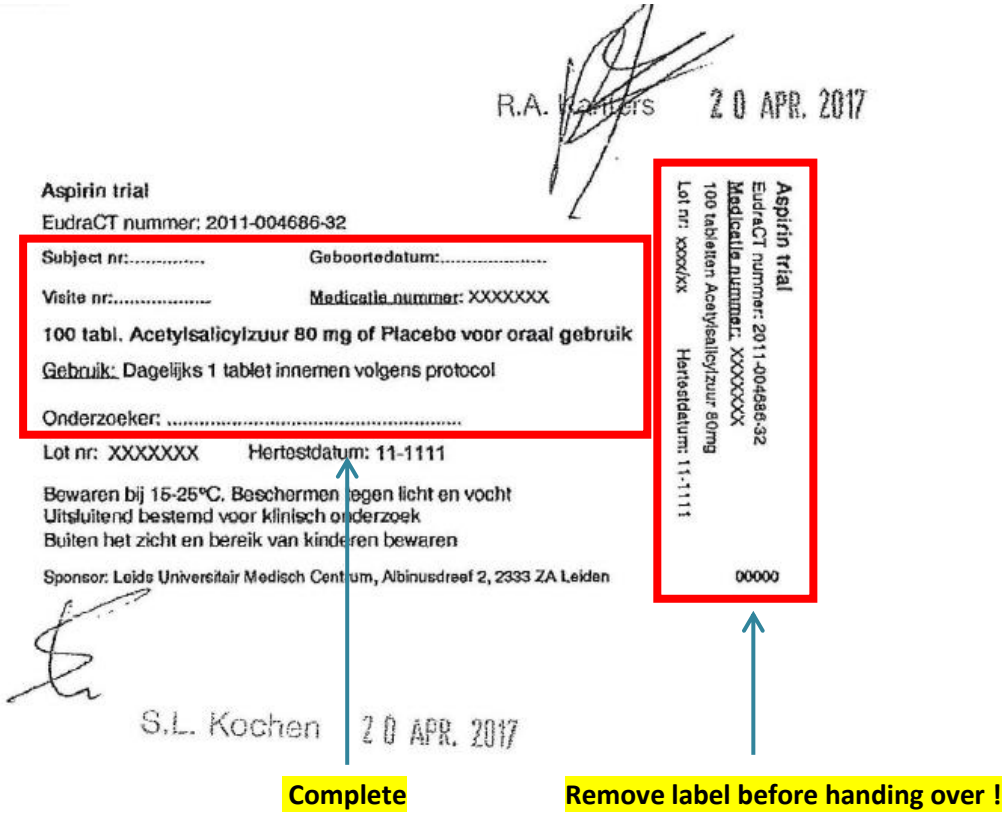
8. Patiënt accountability

The patients do not have to keep accountability and the pharmacy also plays no role in this. Patient compliance is questioned by the local research physician. The residual medication may be destroyed by the local researcher or the local pharmacy.

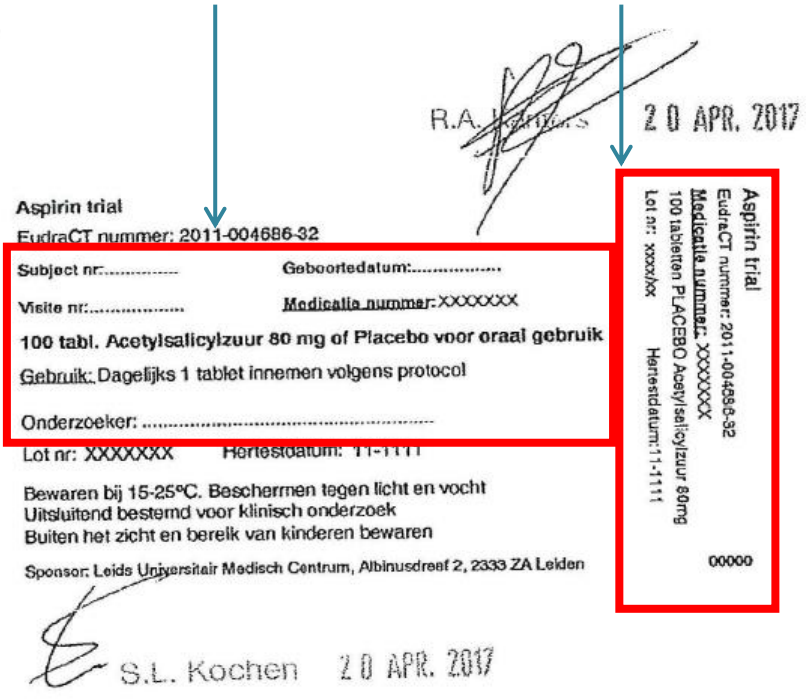
9. Example (flag)labels study medication

9.1 Labels (Dutch)

Label aspirine



Label placebo



9.2 French labels

Label Aspirine

Aspirin trial
Subject n°: …… Visite n°:……
Date de naissance: ……

100 comprimés de l'Acide acétylsalicylique 80 mg ou placebo à usage oral

Utilisation: 1 comprimé par jour selon le protocole

Chercheur: ……

Lot n° : xxxxxxxxxx Date test de répétabilité: xx-xxxx

Conserver à 15-25°C. Protéger de la lumière et de l'humidité.
Exclusivement pour la recherche clinique.
Conserver hors de la vue et de la portée des enfants.

Sponsor: Universitair Ziekenhuis Antwerpen
Wilrijkstraat 10, 2650 Edegem, Belgique

Numéro de la médication: xxxxxxxxxx

Aspirin Trial
EudraCT n°: xxxxx
Numéro de la médication: xxxxxxxx
100 comprimés de l'Acide acétylsalicylique 80 mg
Lot n° : xxxxxx
Date test de répétabilité: xx-xxxx

COMPLETE

REMOVE LABEL BEFORE HANDING OVER!

Label Placebo

Aspirin trial
Subject n°: …… Visite n°:……
Date de naissance: ……

100 comprimés de l'Acide acétylsalicylique 80 mg ou placebo à usage oral

Utilisation: 1 comprimé par jour selon le protocole

Chercheur: ……

Lot n° : xxxxxxxxxx Date test de répétabilité: xx-xxxx

Conserver à 15-25°C. Protéger de la lumière et de l'humidité.
Exclusivement pour la recherche clinique.
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Sponsor: Universitair Ziekenhuis Antwerpen
Wilrijkstraat 10, 2650 Edegem, Belgique

Numéro de la médication: xxxxxxxxxx

Aspirin Trial
EudraCT n°: xxxxx
Numéro de la médication: xxxxxxxx
100 comprimés PLACEBO Acide acétylsalicylique 80 mg
Lot n° : xxxxxx
Date test de répétabilité: xx-xxxx

10. Additional explanation of the label

Subject n° = Trial number = randomisation number = study number (. . . 8 . . .)
Visit n° = this number normally corresponds to the number of times the patient has received his study medication, and thus also with the number of the study visit.

11.Storage of medication

The study medication must be stored separately from non-study medication. The medication should be stored at room temperature (see study medication label) and the temperature should be monitored. Temperature excursions (<15°C or >25°C) of more than 30 minutes must be reported to the central study coordinator (see contact details at the bottom of this page).

12. Transport medication

If medication is transported outside the regular monitored storage, the temperature of the product must be monitored. An exception applies to transport shorter than 30 minutes if this is a one-off. If you have transported medication unmonitored for more than 30 minutes, you must report this. This only applies before the medication has been handed over to the patient.

13. Deblinding

Due to the minimal risk of life-threathening events, deblinding takes place within office hours. The local investigator must first have permission from the central study coordinator of the Antwerp University Hospital before he can approach the local hospital pharmacist for deblinding. You must consult the EPV for carrying out the deblinding.

14. Finance

The pharmacy receives no reimbursement for the start-up and issuing of the medication.

15. Contacts

Contact persons at the Antwerp University Hospital

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