Guidance Sheet 7:

Safety and non-compliance

Centre for Trials Research
Canolfan Ymchwil Treialon

Any staff member can report safety events or non-compliances at any time during the trial. For information on withdrawal and unblinding, please see **Guidance Sheet 8: Withdrawal & Unblinding**.

OVERVIEW

- Safety data will be recorded during administration of the IMP and up to 13 months corrected age.
- ANYONE can report ANY events at ANY TIME
- Events should be reported as follows:
  - **Adverse Events or Reactions (AEs)**

- Non-serious adverse events will not be routinely recorded. Adverse events which are part of the safety outcomes of this trial will be recorded in the case report form (CRF) or parent reported App data, where appropriate.

  - **Adverse reactions (AR)**

- Adverse reactions (those with a suspected causal relationship to Bactek will be recorded on the Adverse Reactions CRF

  - **Serious Adverse Events or Reactions (SAE)**

- Foreseeable serious adverse events (listed in the protocol) should not be reported as SAEs. Unforeseeable serious adverse events should be reported to the CTR as SAEs. The protocol contains a full list of foreseeable SAEs.

  - **Serious Adverse Reactions (SAR)**

- SARs (SAEs which are related to the IMP) should be reported in the same manner as unforeseeable SAEs

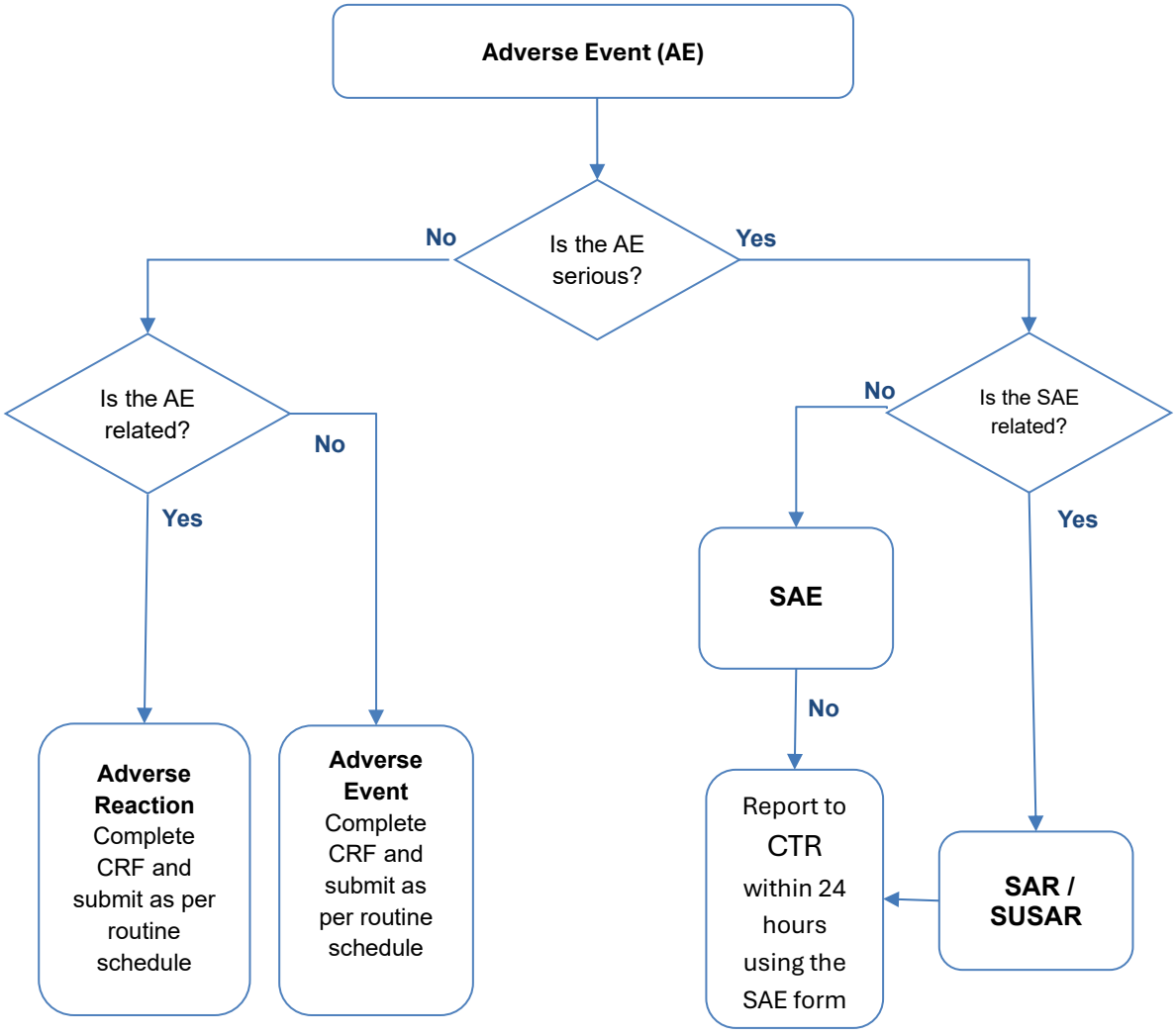
CAUSALITY

- The casual relationship of each adverse event to the trial medication must be determined by a medically qualified individual

- This individual must be delegated this duty on the study delegation log
- Causality assessment cannot be downgraded by others

REPORTING

- Foreseeable Serious Adverse Events
  - The foreseeable adverse events listed in the protocol do not require immediate reporting as SAEs to the CTR or the CI. Only if these events are thought to be causally related to the IMP (SARs) would they require immediate reporting to the CTR.



- Unforeseeable Serious Adverse Events and adverse reactions
  - SAEs not on the list of foreseeable SAEs, and SARs must be reported to CTR immediately, but at least within 24 hours of the research site becoming aware of the event
  - A paper SAE form will be completed and emailed to CTR (Email: CTR-Safety@Cardiff.ac.uk) and the original filed in the ISF

- Site staff may report an SAE immediately to the CTR by email, but this must be followed up with a SAE report form as soon as possible and within 24 hours of the site becoming aware of the event to the CTR
- The outcome of events "Resolving" or "Not Resolved" must be followed up until the status of the SAE changes
- CTR will review the report, request additional information and ensure assessment by the CI/delegate
- The CI will inform all PIs of relevant information that could adversely affect the safety of the participants

List of BALLOON foreseeable Serious Adverse Events	
• Fever (≥38°C) • Rhinitis • moist cough • wheezing • shortness of breath/increased work of breathing • tachypnoea • poor feeding • Lower respiratory tract infection • Upper respiratory tract infection	
Foreseeable AEs should be formally reported as AEs if considered more severe than expected in the trial population or if considered related to the study drug.	

Non-compliances: protocol deviations and serious breaches

- Any member of the study team can report incidents or protocol deviations
- Any incidents or deviations from the protocol, trial procedures, GCP, or regulatory requirements will need to be reported as soon as site staff become aware of the incident. Please email BALLOON@Cardiff.ac.uk
- Incidents relating to an overdosing dosing error should be notified to the CRF using a **Dosing Error Form**. Dosing error forms should be emailed to CTR immediately with any accompanying information (Email: CTR-Safety@Cardiff.ac.uk)
- The original dosing error/non-compliance forms should be kept in the ISF
- CTR staff will review the report and assess whether the incident should be considered a deviation, violation, or potential serious breach, and to agree in collaboration with the site any corrective and protective actions to be implemented