Post Visit Checklist

***After Visit Day***

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| --- | --- | --- | --- |
| **TASK:** | **LOCATION:** | **Yes** | **No** |
| Is Patient Scheduled for next visit? | EPIC/Study Protocol | ⧠ | ⧠ |
| Did you document in EPIC? | EPIC | ⧠ | ⧠ |
| Did you Enter data in EDC? | EDC System | ⧠ | ⧠ |
| Did you update Con Meds/AE logs in chart? | Subject Chart | ⧠ | ⧠ |
| Did you update Con Meds/AE logs in EDC? | EDC System | ⧠ | ⧠ |
| Did you update Master/Subject IP Logs? | Regulatory Binder | ⧠ | ⧠ |
| Did you get labs signed? | Fax or Online System Print | ⧠ | ⧠ |
| Did you pay subject for visit in Clincard? | Clincard System | ⧠ | ⧠ |
| Did you check in visit in Oncore? | Oncore | ⧠ | ⧠ |
| Did you answer all queries related to previous visits? | EDC | ⧠ | ⧠ |
| Do you have adequate lab supplies for next visit? | Storage Room | ⧠ | ⧠ |
| Were there deviations for this visit? Did you record them on log? | Deviation Log | ⧠ | ⧠ |
| Was there a reconsent? Did you upload new consent in EPIC? | EPIC/Chart | ⧠ | ⧠ |