

Tues 5/9/23 Welcome	11am	Welcome and tour of VCCC	Meet Ground Floor, 305 Grattan St, Parkville Contact 0432905692 Megan Crane
	12pm	NCIC Catered lunch	Qantas lounge, Level 13
	1pm	NCIC clinical trials meeting	Meeting room 3 Level 13 NORTH
	2pm	Clin trials intro, DSMB, Steering committees	Meeting room 3 Level 13 NORTH Michelle Yong
Wed 6/9/23 Trials essentials	10am	Self directed learning ATEC on line comprehensive course: Trials Essentials for research support team parts 1-3	Meeting room 1 Level 13 North Belinda De Poi/Kar Yee Yong
	12pm	Self catered lunch	
	1-3pm	Introduction to site files	Meeting room 1 Level 13 North Belinda De Poi
Thurs 7/9/23 Site Files	10am	Continued self directed learning ATEC on line comprehensive course: Trials Essentials for research support team. Parts 4-6 Introduction to site files	Meeting room 1 Level 13 North Belinda De Poi/Kar Yee Yong
	12.30pm	Unit meeting- NCIC Seminar Monica Slavin, New antifungals	Meeting room 1 Level 13 North
	1.30pm	Pfizer sponsored lunch	Level 13 office
	2.30pm	Tour of PMCC/RMH Clinical Trials Areas	Depart from Level 13 offices Rachel Woolstencroft/Michelle Yong
8/9/23 Friday AMS	10am	PMCC AMS ward round	Depart from Level 13 offices Tori Hall/Nikhil Singh
	12pm	Self catered lunch	
	1-4pm	AMS ICU round	Depart from Level 13 offices, Tori Hall/Nikhil Singh

Mon 11/9/23 Site feasibility & Role of the PI	10am	Self directed learning ATEC on line individual course: Trial Feasibility & Start-up Process	Meeting room 1 Level 13 SOUTH Belinda De Poi/Kar Yee Yong
	12pm	Self catered	
	1-3 pm	Self directed learning ATEC on line individual course: PI Oversight and Trial Management	Meeting room 1 Level 13 NORTH Belinda De Poi/Kar Yee Yong
Tues 12/9/23 Pfizer ID forum	10am	RMH talks	Depart from level 13 offices Abby Douglas
	1.30pm	Lunch	Level 13 Board room
	2-3.30pm	PMCC talks	Level 13 Board room
Wed 13/9/23 Pharmacy and RCH	10-12pm	Clinical Trials Pharmacy tours (PMCC and RMH), Introduction to Pharmacovigilance (TBA)	Depart from level 13 offices Rachel Woolstencroft/Michelle Yong
	Lunch	Self catered	
	1.30-3.30pm	RCH ID unit meeting	RCH, 50 Flemington Rd, Parkville Gab Haeusler
Thursday 14/9/23 Precinct partners and the EMR Budgets and site CVs	10am	Data governance/redcap	Level 13 offices Belinda De Poi and Gareth Jones
	11am	Lab tours (PMCC, Doherty)	Depart from Level 13 office Surekha Tennakoon
	Lunch	Self catered	
	12.30pm	Unit meeting	Level 13 quiet room/office
	1.30pm	Introduction to using the EMR for research	Level 13 quiet room/office Abby Douglas
	2-3pm	Introduction to preparing a CTRA, budgets and Site CVs	Level 13 quiet room/office Gwyn Ng, Rachel Woolstencroft
Program finish Friday 15/9/23	10-12pm	Self directed learning : VCCC Teletrials toolkit or finishing incomplete ATEC modules	Meeting room 1 Level 13 NORTH Belinda De Poi/Kar Yee Yong
	12-2pm	Off site lunch provided by NCIC	TBA
	2pm	Optional- allergy clinic or leave early/free time	Level 13, PMCC Belinda Lambros