



- Title:** Clinical Research Nurse (CRN)
- Hours:** Full time / permanent
- Reporting to:** Clinical Operations Manager – Karen Norcott at Cambridge Clinical Research.
- Location:** This role is field based in hospitals within East Anglia. The office base is in Bottisham, Cambridge.
- Job Summary:** As part of the Cambridge Clinical Research (CCR) team, you will undertake site responsibility for the nursing management of CCR's clinical trials in secondary or primary care sites. You may be required to work across more than one hospital site in East Anglia. You will work closely with the departmental clinical team, in particular, the trial investigator (consultant) and nursing personnel. Additionally, you will liaise closely with personnel from the sponsor company to produce high quality data within the agreed time lines. Success will also depend on the assessment of the feasibility of new protocols in relation to the patient population to facilitate realistic patient recruitment targets which can be achieved.
- Key Tasks:**
- 1: You will take responsibility for the management of clinical trials and the patients recruited, ensuring compliance with Good Clinical Practice (GCP), clinical trial protocols and Standard Operating Procedures.
 - 2: You will review clinical trial protocols, contributing to study feasibility discussions, thereafter maintaining knowledge of the protocols and any amendments.
 - 3: You will be involved in the submission of regulatory documents to Local Research Ethics Committee (LREC) and Trust Research & Development departments for clinical trial approvals and co-ordinate the set up and negotiations with ancillary department (e.g. pharmacy, laboratories) for clinical trials.
 - 4: Take responsibility to recruit patients and ensure targets are met within agreed protocol timelines.
 - 5: You will provide patients with appropriate information to facilitate informed consent. Establish procedures to support, inform and educate patients (by contact through Outpatient visits and telephone at home both during and outside of normal office hours), aim to provide care of an exceptional standard.
 - 6: Ensure professionals who could be accountable for the care of “trial patients” are informed about trial procedures.
 - 7: Administer study drug as required and manage patient care post dosing within a supported environment.
 - 8: You will monitor and record any adverse events experienced by the patient.
 - 9: You will document patient progress throughout the duration of the clinical trial and record results in accordance with departmental guidelines and in compliance with confidentiality and the Data Protection Act.
 - 10: Update in-house database to reflect trial status and progress, communicating with sponsor and CCR clinical study management.



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- 11: You will attend site meetings between the investigator and sponsor, travelling within the UK. Some overseas travel will be required
- 12: You will participate in the assessment and validation of potential investigators and hospital sites within East Anglia and update in-house records to maintain accurate reports of hospital site resources.
- 13: Build and maintain excellent working relationships with established hospital staff.
- 14: You will maintain your clinical skills and seek to update your professional knowledge through relevant sources including the RCN and the Institute of Clinical Research (ICR) and ensure adherence to the UKCC Professional Code of Conduct and individual Trust Policies.

Cambridge Clinical Research is a Site Management Organisation, with an established network of physicians and sponsors within the pharmaceutical industry. You must be able to take on the challenge of working within a growing company, contributing to the success of the Site Management concept within clinical research. Our aim is to maintain a high professional standard working with our network of physicians and GPs. The ability to work under pressure and multi-task is essential, as are good communication skills. Additionally you should be well organised, self-motivated and able to work within a team environment and independently. Computer literacy is essential. You will be field based, primarily working at two hospital/GP sites in East Anglia and from time to time you will work from home and at our office in Bottisham particularly during the initial training and mentoring period.

December 2008