





## Site Signature Sheet and Delegation of Duties Log

### Legend

Use this legend to complete the *General Duties* column. For each individual listed in the *Name* column, enter the letter(s) (e.g. a, c, e) from the legend below that correspond to their protocol related duties in the *General Duties* column. If there are significant protocol-related duties that are not already included in the legend, add them in the empty spaces provided below.

a. Obtain and Administer Informed Consent	h. Maintain IRB/Regulatory Documents	o. Sign and Approve Data Correction Forms
b. Perform Study Drug Accountability	i. Obtain medical History	p.
c. Determine Patient Eligibility	j. Dispense Study Medication	q.
d. Recruit Patients	k. Report Serious Adverse Events (SAEs)	r.
e. Obtain and Prepare Lab Samples	l. Instruct Patient on Study Procedures	s.
f. Complete Source Documents	m. Complete Case Report Forms	t.
g. Perform Physical Examinations	n. Correct Case Report Forms	u.