Delegation log

**Protocol: Handling Oxygenation Targets in COVID-19 (HOT-COVID) Trial**

**Site: *[Insert name of department and/or hospital]***

**Investigator: *[Insert name]***

**Description Key for delegation log:**

|  |  |  |  |
| --- | --- | --- | --- |
| **A** | **Screening of patients, assessment of inclusion and exclusion criteria and performing randomisation** | **D** | **Register data in eCRF** |
| **B** |  | **E** | **Identify SUSAR and the within the protocol defined SAEs** |
| **C** | **Acquirement of consent according to national regulations** | **F** | **Report SUSAR to sponsor** |

**I *[insert name]* hereby delegate the following tasks to HOT-COVID trial personnel. In addition, I declare with signature that the following personnel are informed and trained in the relevant trial specific tasks:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Trial personnel** | **Trial tasks****(Descrip-tion Key)** | **Dated signature of personnel accepting delegated tasks** | **Local investigator’s dated signatuer for delegation** | **Date of trial involvement (start)** | **Date of trial involvement (end)** |
| Name: ***insert name*** Title: ***insert title*** |  |  |  |  |  |
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Local investigator’s signature at the end of the trial

Date: \_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_