Clinical Trial Agreement Workflow

Contracting Target Goal: 90 Days

1. **RIA Approved**
   - Days
   - RIA Approval: 0
   - UA Negotiator Assigned: 1 (assignments on Friday)

2. **Redline**
   - Days
   - UA Initial Redline: 7
   - Send to Banner for Review: 1
   - CTSM Log into Service Hub: 2
   - Negotiator Assigned: 1 - 2
   - Banner Review/Redline: 5 - 7

3. **Negotiation**
   - Days
   - UA Sends Draft to Sponsor: 1
   - Sponsor Response #1*: varies
   - UA and Banner Review Redline #2: 5
   - Joint Negotiation/Counteroffer/Call: as needed
   - Sponsor Response #2*: varies
   - UA and Banner Review Redline #3: 5
   - Joint Negotiation/Counteroffer/Call: as needed
   - Sponsor Response #3*: varies
   - Terms Accepted or Friday Escalation: 5
   - Joint Negotiation/Counteroffer/Call: as needed
   - This process will continue until all parties have agreed upon terms.

4. **Final**
   - Days
   - UAR/PDD FULLY APPROVED:
     - PI
     - UAHS
     - SPS
     - varies
   - Final QA/QC: 1
   - PI Signature*: 1
   - Banner Signature: 1
   - Sponsor Signature*: 2
   - * Follow-Up Weekly: 5

**Friday Escalation Meeting**

Discuss Options:
1. Walk away from study
2. Best and final offer
3. Continue negotiations
4. Talk to PI
5. Business decision

**UA Internal Escalation (as needed)**

- Risk Management (Export Control)
- HIPAA Privacy Program (Office of General Counsel)
- IT Security (Sponsored Projects Services)
- Tech Launch Arizona (Department)

* For jurisdiction, publication waiver

Version 3/10/22