

**Jen Harrison**  
Change Manager  
Health Research Authority  
Skipton House  
80 London Road  
London  
SE1 6LH

15/01/2021

Dear Jen

## Local Information Pack Consultation

Thank you for giving the NHS R&D Forum the opportunity to feed into the Local Information Pack consultation. Between 17<sup>th</sup> December 2020 and 14<sup>th</sup> January 2021, the Research Management Working Group provided comments on the challenges that NHS Trusts are experiencing with LIP and which documents would be useful to include.

### Challenges with current LIP

- OID is often missing end dates.
- Disparity between recruitment plan in IRAS and reality.
- NIHR category assignment may not reflect the clinical area and is difficult to change once allocated.

### What information is not required in the LIP?

- Delegation log.

### What information would you like in the LIP?

- CRF – both paper and electronic versions as they may differ.
- Pharmacy manual.
- Lab manual.
- More details on costings as this varies between IRAS, SoCAT and contracts.
- Primary and secondary endpoints.
- Data flows and how these will work to meet processor requirement.
- Confirmation of DPI.
- Mandated training and systems.
- Original and latest documents to avoid ambiguity. Previous documents to be available on requests.

It would be great if these comments could facilitate some positive changes at the start of a new year to make working easier for all throughout the rest of the year.

If we can be of any further assistance, please do not hesitate to contact us.

Many thanks

*Sally*

Sally Humphreys  
NHS R&D Forum Research Management Working Group Chair