



# Pre Site Visit Questionnaire

## Manna Research (*Ottawa*)

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### Site Information

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#### Site location

Manna Research (Ottawa)  
3500 Fallowfield Road, Unit 1C  
Nepean, ON  
K2J 4A7

#### Contact Information:

613-843-1718 ext 1039 phone  
613-843-0201 fax  
844-26-MANNA (62662) toll free  
[research@mannaresearch.com](mailto:research@mannaresearch.com) email

#### Specific clinical studies of interest

- Allergy
- Depression
- Dermatology
- Diabetes
- Digestive Disorders
- Cholesterol
- Infectious Disease
- Men's Health
- Pain & Neurology
- Obesity
- Respiratory Disease
- Rheumatology
- Urology
- Vaccines
- Women's Health

Phase II - IV Experience

#### Description of site

- Private Clinical Research Centre Integrated within Family Health Team practice

#### Memberships

- Member of the Society for Clinical Research Sites (SCRS)
- Member of the Canadian Association of Independent Clinical Research (CAICR)

#### Number of studies capable per site

6-8 enrolling studies with 10-15 maintenance studies

#### How long has the site been involved in clinical research?

Site has been doing research for >1 year

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PI has >1 year experience with clinical trials  
CRC has <1 year experience with clinical trials, and LMC Manna has 20+ years experience with clinical trials

## Has the site been audited?

- No audit history

## Emergency response

- All staff are CPR certified annually
- Queensway Carleton Hospital (14.7 KM)
- AED, O<sub>2</sub>, First Aid Kit, Anaphylaxis kit on site

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## Study Staff

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### Principal Investigator's

#### *Roozbeh Matin, MD*

- >1 year research experience
- > 1 clinical trials: Primary Care

### Education, Certificates and Training

2019-2021	GCP training	Syneos
2006-2008	Family Medicine Residency	University of Ottawa, Ottawa ON
2002-2006	Medical School	University of Ottawa, Ottawa ON
1998-2002	Bachelor of Anatomy	McGill University, Montreal QC

### Professional Activities

Mar 2019-Present	Principal Investigator	Manna Research
2011	Family Medicine Physician	Greenbelt FHT, Ottawa ON
2009-2017	Emergency Department Staff Physician	Winchester District Memorial Hospital
2008-2010	Physician, Emergency Medicine, Inpatient Care, Family Medicine	Mindemoya Hospital
2008-2010	Physician, Emergency Medicine	St. Francis Memorial Hospital
Jul 2008	Physician, Emergency Medicine, Inpatient Care, Family Medicine	Meno-Ya-Win Hospital
Nov 2008	Hospitalist	Thunder Bay Hospital
2008-2011	Outpatient Urgent Care Clinic	Sandy Hill CHC
2008-2011	Outpatient Urgent Care Clinic	College Square Centre
2008-2011	Outpatient Urgent Care Clinic	University of Ottawa, Ottawa ON

#### *Kristy Staples, MD*

- >1 year research experience
- >1 clinical trials: Primary Care

#### *Caitlin Schwartz, MD*

- >1 year research experience
- >1 clinical trials: Primary Care

## **Sub Investigator:**

*Possibility of up to 16 sub-investigators*

## **Investigator Accountability**

40% research, 60% clinic

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## **Patient Population and Recruitment**

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### **Number of patients**

Database of > 22,000 patients

### **Capability of screening database**

Yes – able to note demographic information, medications, IICD-9 codes, medical history, lab values and medical documents

### **Catchment area**

Ottawa, Kanata, Nepean, Stittsville, Kemptville

### **How are subjects recruited to meet the agreed upon targets?**

- Patient database – able to query for study candidates
- Clinic referrals
- GP & Specialist referral network
- Advertising - radio, newspaper, central toll free number and capability of central ad campaigns for all LMC|Manna sites
- Community engagement - public forums, pharmacy days, educational events & expos
- E-recruitment & social media campaigns – patient advocates & testimonials

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## **Ethics**

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### **Ethics committee (local or central)**

- Central Ethics
- Worked with IRB Services, Schulman, Quorum, WIRB, Veritas, Canadian Shield, Optimum, Research Review Board, etc.

### **Informed consent process**

- See Manna Research SOPs
- GCP/ICH Compliant

### **Confidentiality**

- PIPEDA

## 5 Facilities

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### Equipment available

- Centrifuge (calibrated yearly)
- ECG machine (Welch Allyn) - calibrated yearly
- 300 kg digital weight scale (calibrated yearly)
- Height stadiometer (calibrated yearly)
- 1 x -20 freezer (calibrated yearly)
- Fridge for study medication purposes only (calibrated yearly)
- Manual and automatic blood pressure devices (calibrated yearly)
- Able to do PK analysis, meal tolerance tests, injections, and infusions

### Office hours

- Monday to Friday (8:00 am - 4:00 pm)

### Monitoring space

- 4 rooms dedicated to monitoring
- Phone, analog, wireless and broadband access
- Access to a fax and photocopy machine

### LMC| Manna Research SOP

- ERB & HC reviewed

### Source documents

- LMC | Manna Research specific templates for source creation and study specific logs

### Drug accountability and storage

- Secured and Locked medication room, Fridges and Freezers (-20)
- Safe for storing schedule II drug
- Temperature monitored daily (min, max and average temperatures) Space for unblinded medication preparation

### eCRF experience

- *INFORM*
- *RDC*
- *ORACLE*
- *BIRT*
- Medidata RAVE
- Datalabs

### IVRS experience

- Clinphone
- Clintrak
- Endpoint
- ICON
- Fisher Clinical Services

- Impala
- Perceptive
- Almac
- Cardinal

## Data storage

- In house:
  - Lead study coordinator's office
  - Paper charts
  - Electronic medical records (printed paper copy)
- Long term storage:
  - Iron Mountain x 25 years  
Address: Records Management Division  
70 Talman Court  
Concord, Ontario L4K 4L5  
1-877-840-2111

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## 6 Contract

### Sites usual overhead

- 30% overhead

### Legal Name

- LMC Clinical Research Inc. d.b.a. Manna Research

### Site Name

- Manna Research (Ottawa)

### Sites turnaround

- 1-2 week turnaround

### Budget Negotiations

- Budgets and Contracts: Nichelle Farrell  
Email: [nichelle.farrell@lmc.ca](mailto:nichelle.farrell@lmc.ca)  
Phone: 416-645-2928 ext 9205  
Fax : 416-645-2931

### Regulatory Documentation

- Regulatory Specialist: Dennis Kha  
Email: [dennis.kha@lmc.ca](mailto:dennis.kha@lmc.ca)  
Phone: 416-645-2928 ext 9370  
Fax: 416-645-2931  
Address: 1929 Bayview Avenue, Suite 106  
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