**JRMO Root Cause Analysis Template**

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| Study name |  |
| IRAS |  |
| Type of Study |  |
| CI/PI |  |
| Date reported to the sponsor |  |
| Contact details |  |

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| --- | --- | --- |
| **Root Cause Analysis Procedure**  ***(*Please see Associated Document 1 Non-Compliance Guidance Document for further details on completing each section)** | | |
|  | **Organising and Conducting an RCA** |  |
|  | **Describe/Outline the event** |  |
|  | **Collect Data** |  |
|  | **Review the system** |  |
|  | **Solution implementation** |  |
|  | **Monitoring actions** |  |

Pease email this form in word format to research.safety@qmul.ac.uk for the attention of the Quality Assurance Manager

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| --- | --- |
| **For JRMO use only** | |
| JRMO Non-Compliance number |  |
| Received by the JRMO |  |
| Reviewed and signed off  (Date and Signature) |  |