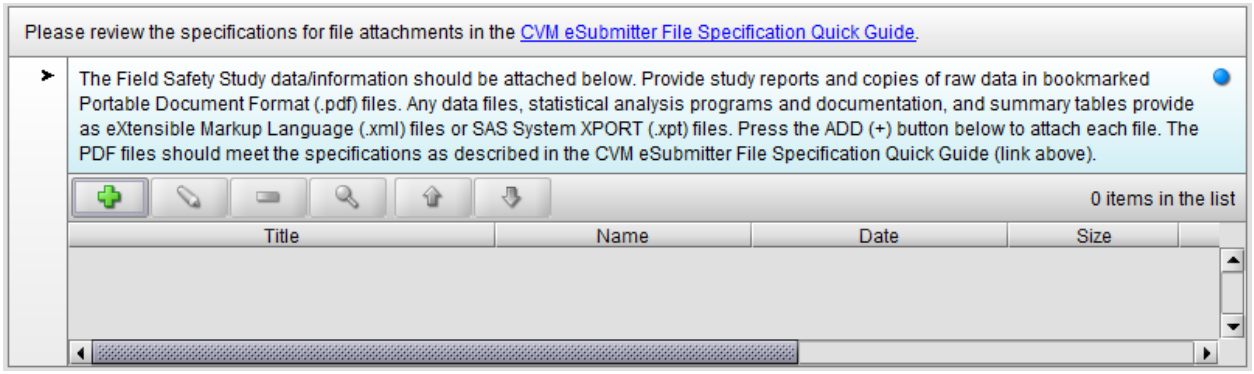
CCR Number	ESUB-056
Title	Revised INAD Effectiveness and Target Animal Safety Technical Sections for I-P-EF and I-P-TS submission types
Business Owner	CVM
Change Type	Enhancement
Components	CVM eSubmitter Application
Severity	High
Application Release	March 16, 2018

Previous Approach

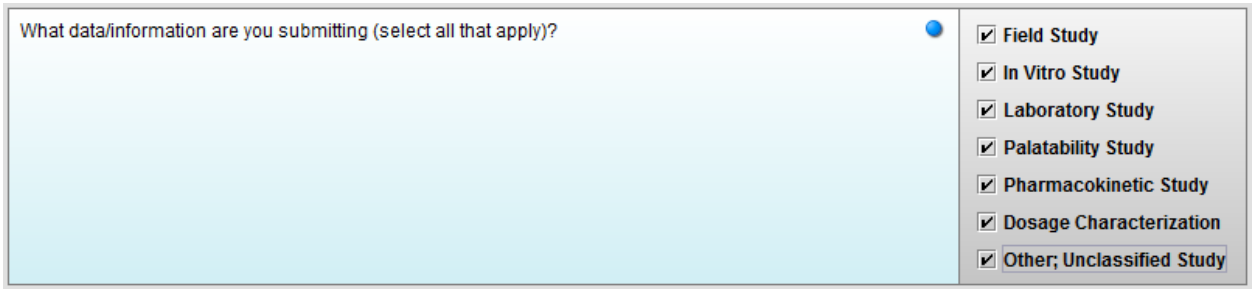
The steps to creating an INAD Effectiveness or Target Animal Safety technical section submission within CVM eSubmitter are to select the combination of I-P-EF or I-P-TS for the document type, submission type and classification code. Once completed, the appropriate technical section is presented for data entry.

The previous design of the data entry for completing INAD Effectiveness and Target Animal Safety technical sections was simply to select a study type and attach all the related files at one time. See below for an example of the data entry for a Field Safety Study.

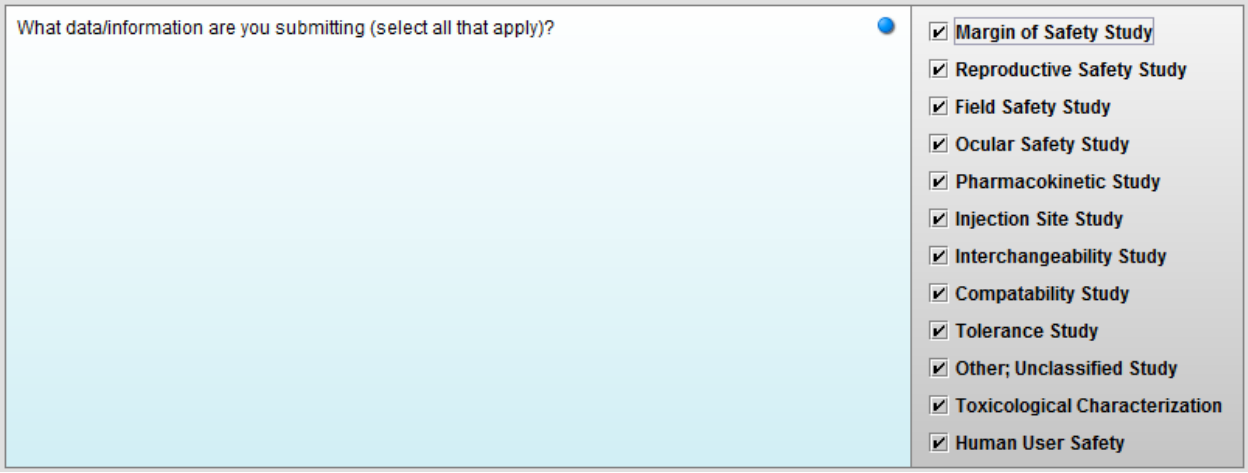


The only difference between the Effectiveness and Target Animal Safety technical sections are the study types supported.

The study types supported for Effectiveness are:



The study types supported for Target Animal Safety are:



The two primary issues within the previous design were:

1. Lack of a comprehensive structure in collecting the information from the sponsor and presenting the information clearly to reviewers
2. Did not delineate study information between multiple studies of the same types (e.g., multiple field safety studies)

Change Description

The following changes have been implemented within the revised templates

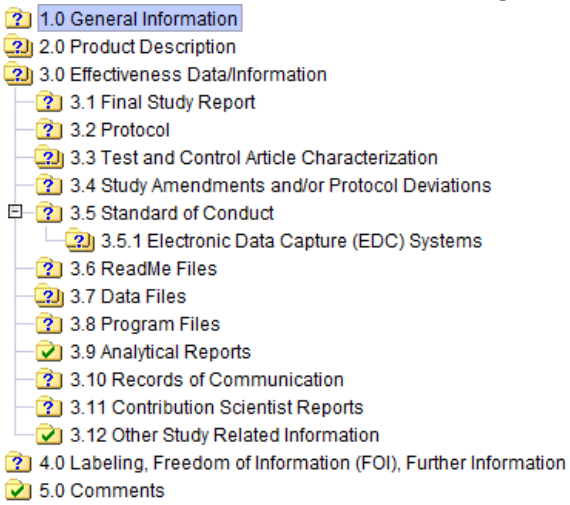
- Defines a comprehensive structure based on the technical section and study type selected that includes as many as 13 sub-sections of content to be collected per study
    - Final Study Report
    - Protocol
    - Study Amendments and/or Protocol Deviations
    - Standard of Conduct
    - Electronic Data Capture (EDC) Systems
    - ReadMe Files
    - Data Files
    - Program Files
    - Analytical Reports
    - Records of Communication
    - Contribution Scientist Reports
    - Test and Control Article Characterization
    - Other Study Related Information

- Supports an unlimited number of studies, including multiple studies of the same type, that are individually structured

The next two sections focus on the unique data entry characteristics related to each technical section (i.e., the organization of the technical section, the study types available, and the status of each study sub-section as it correlates to a study type). The remaining sections provide the details on each aspect of the structure that is common across technical sections.

Effectiveness Data/Information Technical Section

The Effectiveness Data/Information Technical Section has the following structure.



Effectiveness studies are added within Section 3.0 “Effectiveness Data/Information,” while sub-sections 3.1 through 3.12 are completed individually for each study, in accordance to the study type selected. The remaining sections (i.e., 1.0, 2.0, 4.0, and 5.0) are completed once for the entire technical section.

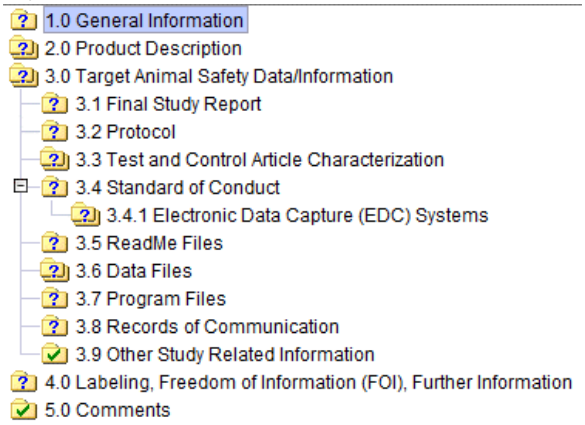
The following table identifies the sub-sections enabled for each Effectiveness study type. Unless otherwise specified, the responses within the study sub-sections are required.

EF Study Type	EF Sections Included
Field Study In Vitro Study Laboratory Study Palatability Study Pharmacokinetic Study	Final Study Report Protocol Test and Control Article Characterization Study Amendments and/or Protocol Deviations Standard of Conduct Electronic Data Capture (EDC) Systems ReadMe Files Data Files Program Files Analytical Reports (optional) Records of Communication Contribution Scientist Reports Other Study Related Information (optional)

EF Study Type	EF Sections Included
Literature	Standard of Conduct (optional) Electronic Data Capture (EDC) Systems (optional) ReadMe Files (optional) Data Files (optional) Program Files (optional) Analytical Reports (optional) Other Study Related Information (optional)
Dosage Characterization Other; Unclassified Study	Other Study Related Information (optional)

Target Animal Safety Data/Information Technical Section

The Target Animal Safety Data/Information Technical Section has the following structure.



Target Animal Safety studies are added within Section 3.0 “Target Animal Safety Data/Information,” while sub-sections 3.1 through 3.9 are completed individually for each study, in accordance to the study type selected. The remaining sections (i.e., 1.0, 2.0, 4.0, and 5.0) are completed once for the entire technical section.

The following table identifies the sub-sections enabled for each available Target Animal Safety study type. Unless otherwise specified, the responses within the study sub-sections are required.

TS Study Type	TS Sections Included
Margin of Safety Study Reproductive Safety Study Field Safety Study Ocular Safety Study Pharmacokinetic Study Injection Site Study Interchangeability Study Compatibility Study Tolerance Study	Final Study Report Protocol Test and Control Article Characterization Standard of Conduct Electronic Data Capture (EDC) Systems ReadMe Files Data Files Program Files Records of Communication Other Study Related Information (optional)

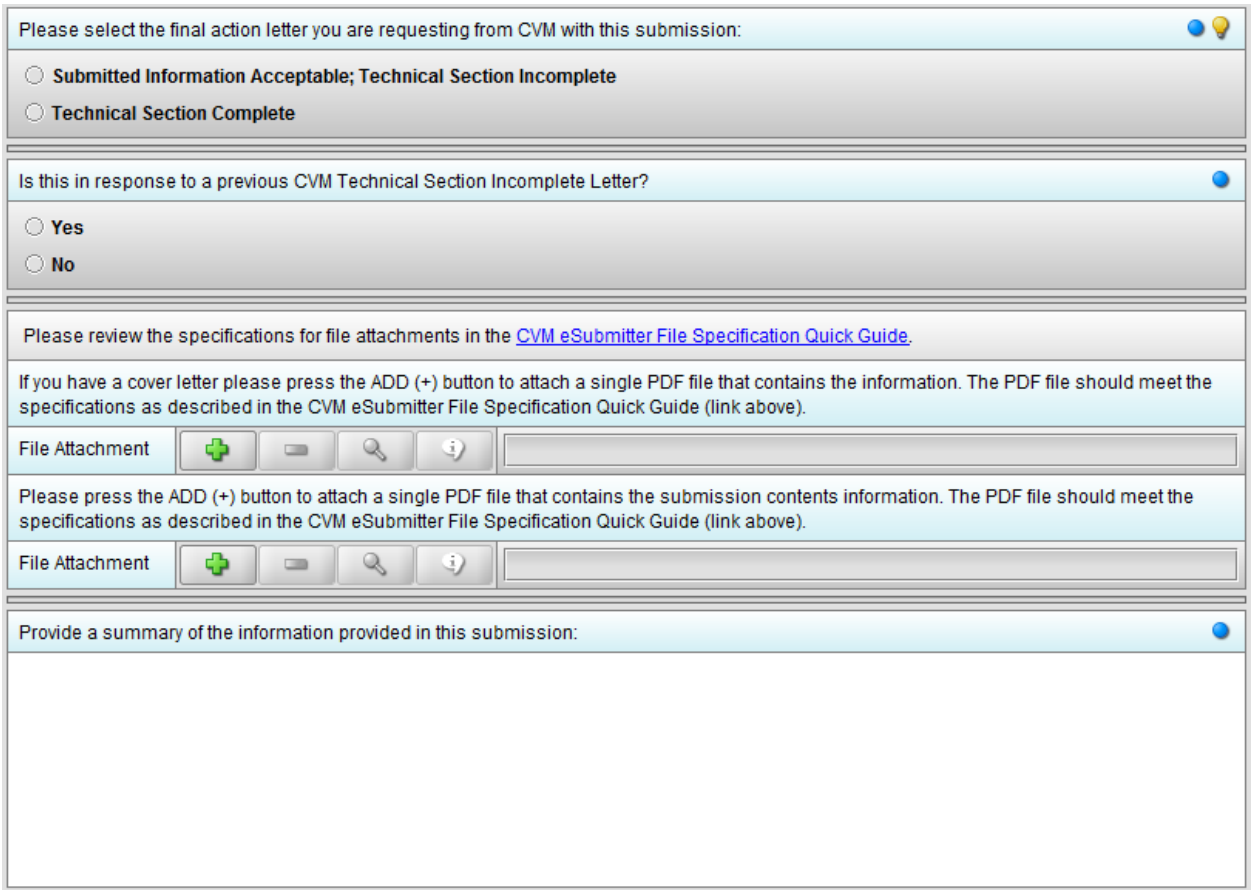
TS Study Type	TS Sections Included
Literature	Standard of Conduct (optional) Electronic Data Capture (EDC) Systems (optional) ReadMe Files (optional) Data Files (optional) Program Files (optional) Other Study Related Information (optional)
Toxicological Characterization Human User Safety Other; Unclassified Study	Other Study Related Information (optional)

Technical Section Contents

The following sub-sections detail the content collected within each section of the template form. The tables in the previous section identify which sub-sections are enabled for each type of study, and when the content within each sub-section is considered required or optional. Unless otherwise stated, all items within a sub-section are relevant to both types of technical section submissions.

A. General Information

This section documents the information captured for General Information.

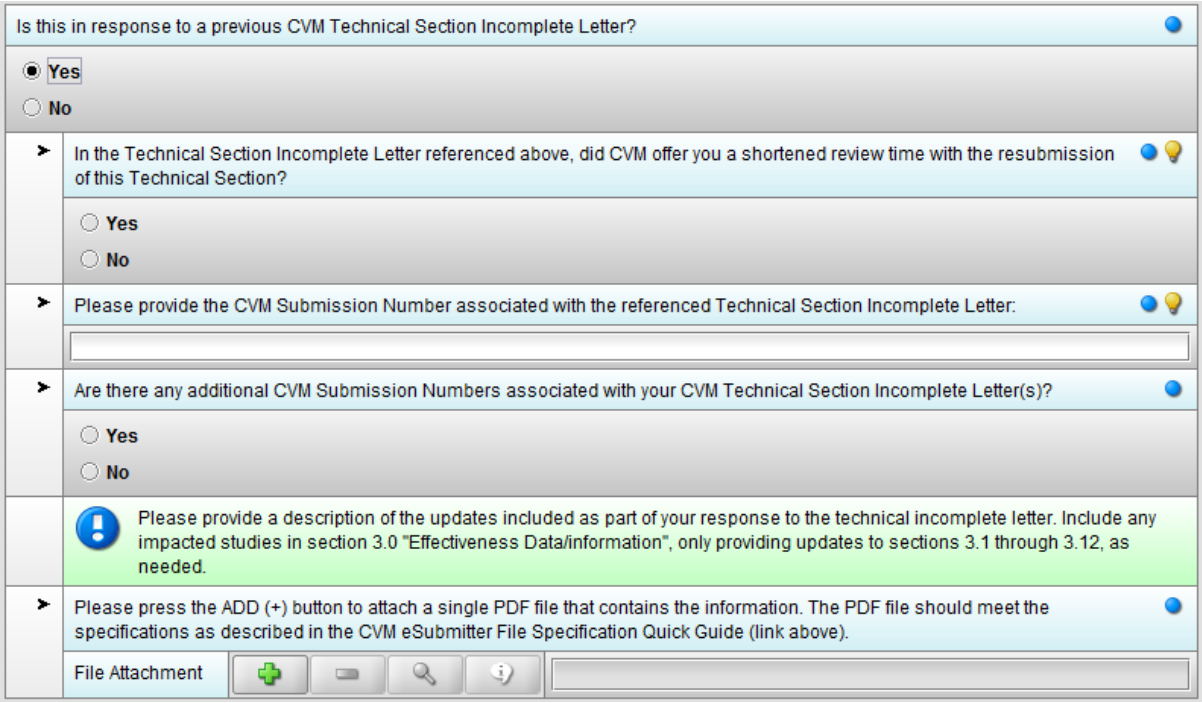


Note: The question within this section supporting a file attachment for Submission Content Information is only available for Effectiveness Technical Section submissions.
There are two different approaches to data collection within a technical section submission based on the response to the "Is this in response to a previous CVM Technical Section Incomplete Letter?" question.

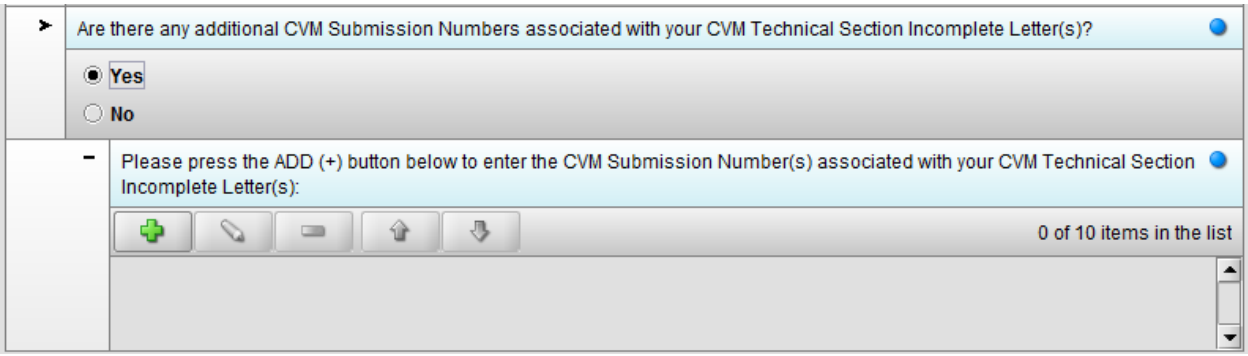
If the response is:

- No: The data collection follows the standard approach where sub-sections are presented consistently for each technical section and study type, as documented in the previous tables.
- Yes: New questions are presented within the General Information section related to the technical section incomplete letter, as well as an option is presented within the study data information section to specify just the sub-sections included within each study that are relevant to the technical section incomplete letter response.

Presented below are the additional questions related to a technical section incomplete letter response.



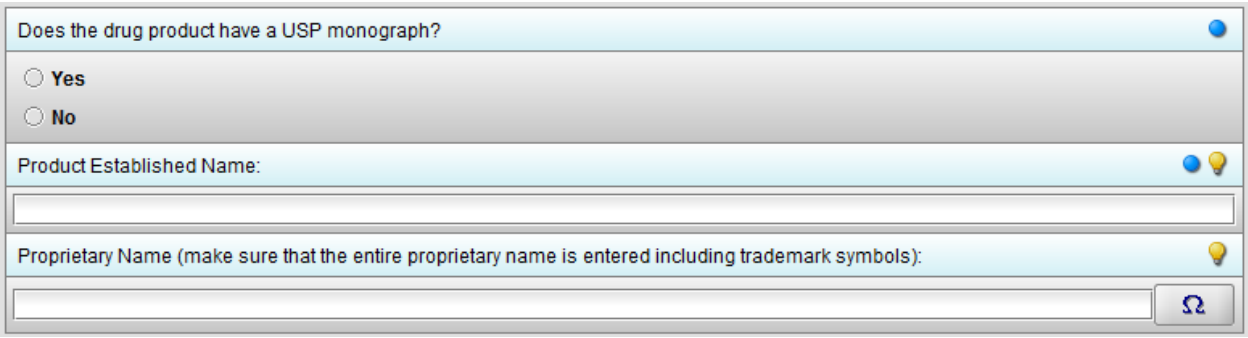
Presented below is an additional question to capture additional CVM submission numbers associated with a technical section incomplete letter.



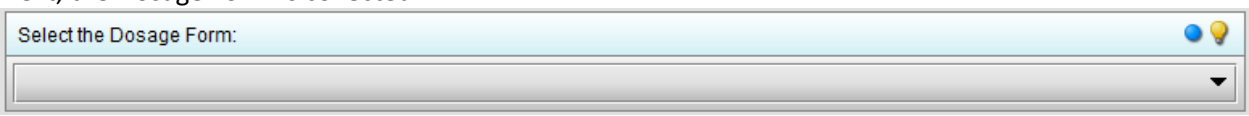
B. Product Description

The Product Description section supports the collection of one or more product descriptions. Select the "Add" option to include a product description.

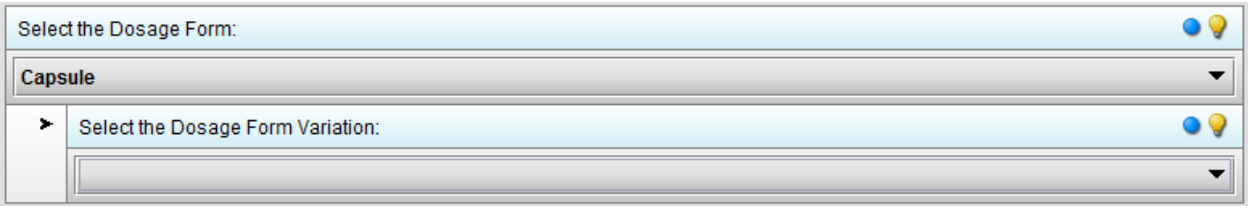
The section first collects the USP Monograph, Product Established Name, and Proprietary Name. The Proprietary Name supports special symbols, allowing for a trademark to be included.



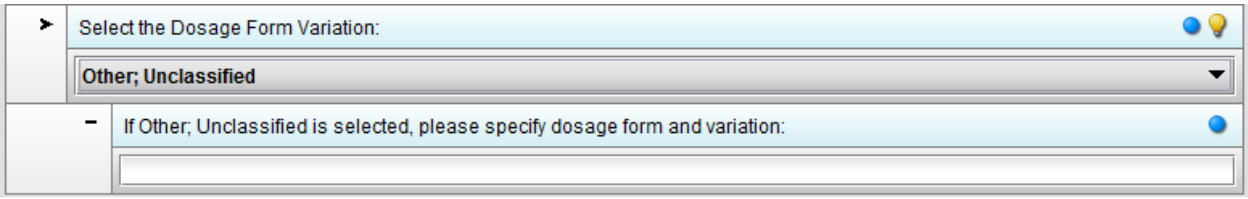
Next, the Dosage Form is collected.



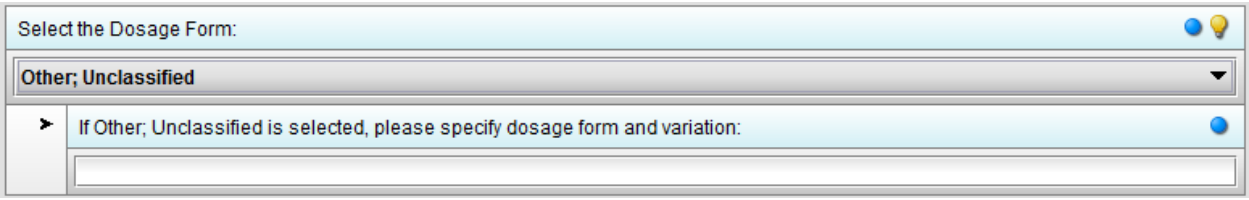
If the Dosage Form selected supports Dosage Form Variations, then the Dosage Form Variation is presented for selection.



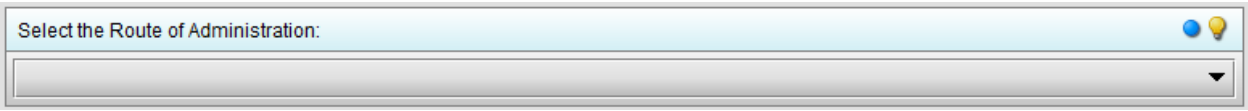
If the Dosage Form Variation selected is "Other; Unclassified", then the option to provide additional information on the other Dosage Form Variation is presented.



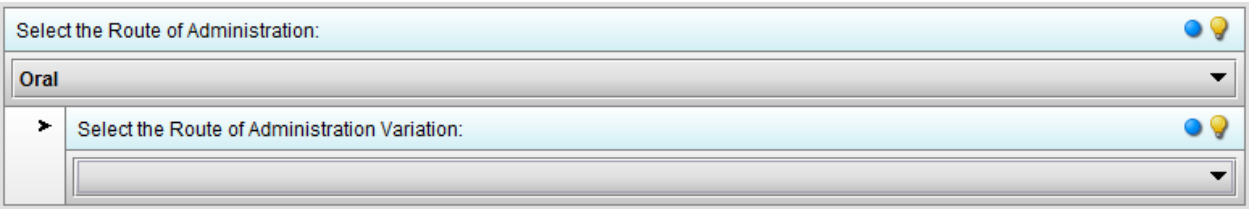
If the Dosage Form selected is “Other; Unclassified”, then the option to provide additional information on the other Dosage Form is presented.



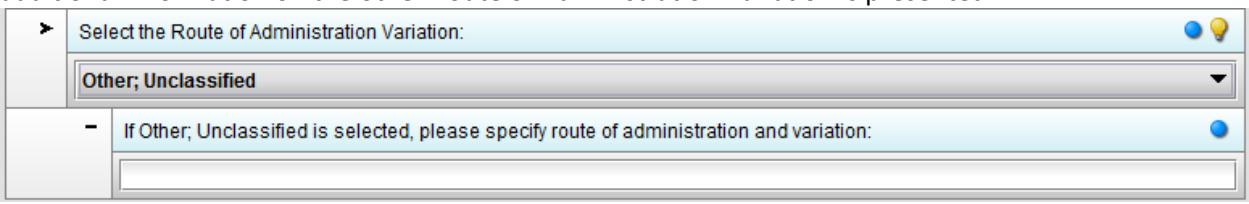
Next, the Route of Administration is collected.



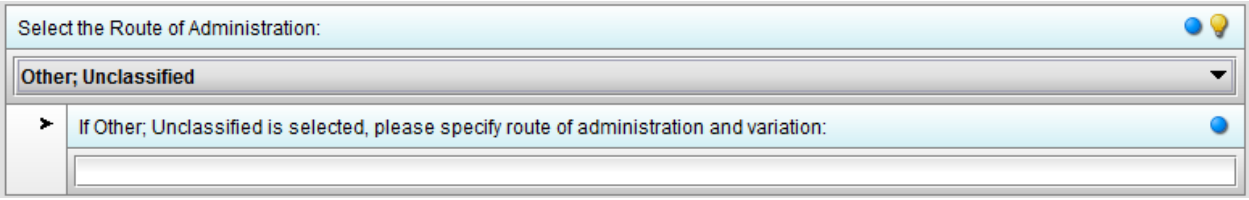
If the Route of Administration selected supports Route of Administration Variations, then the Route of Administration Variation is presented for selection.



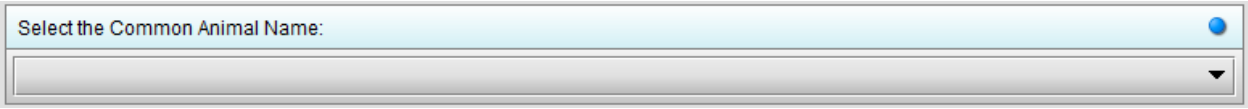
If the Route of Administration Variation selected is “Other; Unclassified”, then the option to provide additional information on the other Route of Administration Variation is presented.



If the Route of Administration selected is “Other; Unclassified”, then the option to provide additional information on the other Route of Administration is presented.



Next, the Common Animal Name is collected.

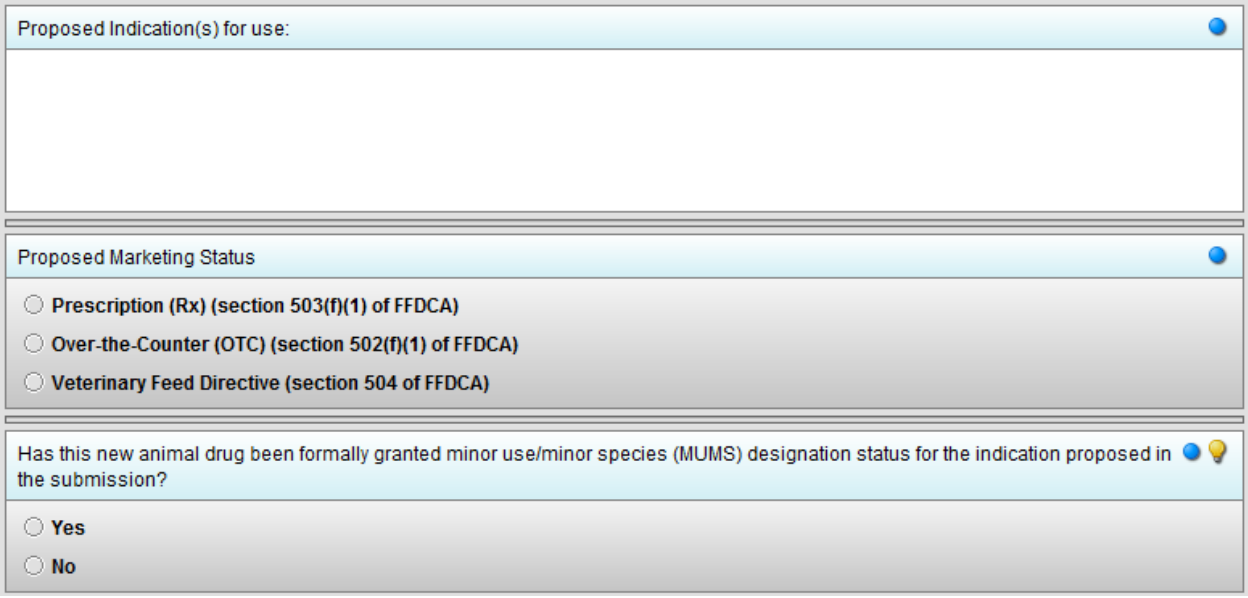


If the Common Animal Name selected supports Class, then the Class is presented for selection.

If the Class selected supports Sub-Class, then the Sub-Class is presented for selection.

If the Common Animal Name selected is “Other; Unclassified”, then the option to provide additional information on the other Common Animal Name is presented.

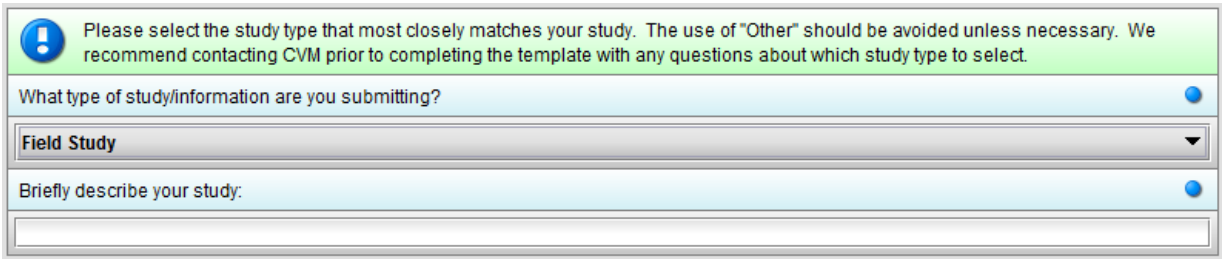
Lastly, the Proposed Indications for Use, Proposed Marketing Status, and question associated with MUMS designation status are collected.



C. Study Data/Information

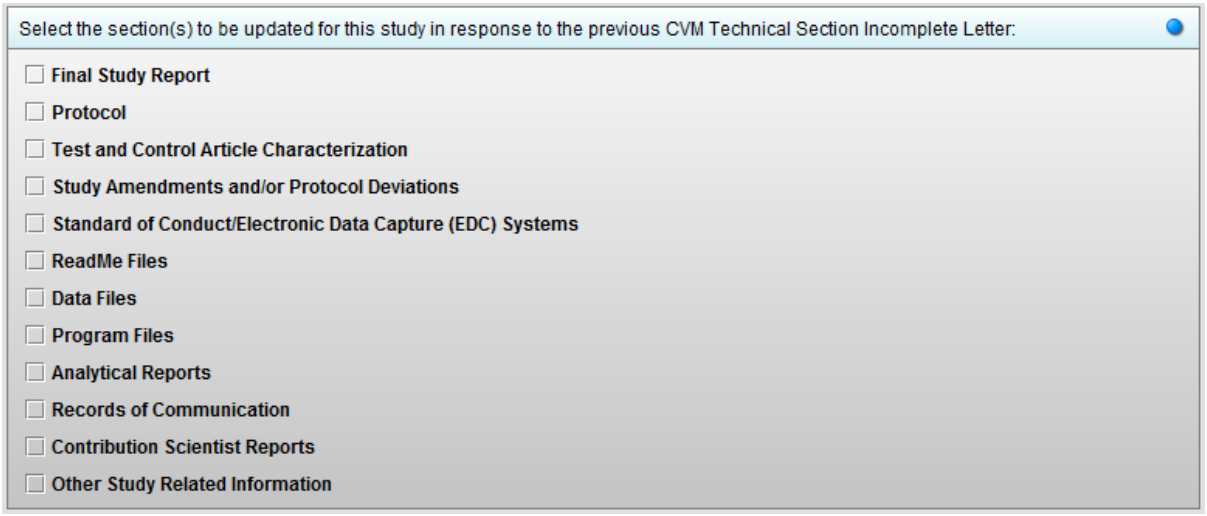
The Study Data/Information section supports the collection of information on one or more studies. The name of the section is dependent on the technical section type selected for the submission (i.e., Effectiveness or Target Animal Safety). Select the "Add" option to include a study.

To identify each study included, the study type and a brief description of the study is collected. All sub-section included within the study information section are based on the currently selected study.



When submitting a response to a technical section incomplete letter (see the General Information section) an additional option is presented to select the specific sub-sections relevant to the incomplete letter response. This approach simplifies the data collection and review of technical section submissions based on an incomplete letter by only including the necessary new or updated information.

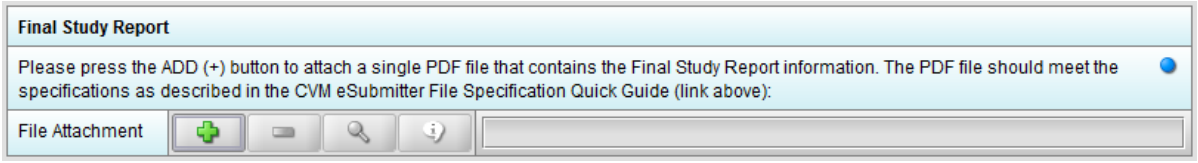
Presented below is a sample question based on an Effectiveness Technical Section for a Field Study.



The following sub-sections detail the possible content collected within each study specified. The tables presented earlier in the document identify which sub-sections are enabled for each type of technical section and study type, and when the content within each sub-section is considered required or optional.

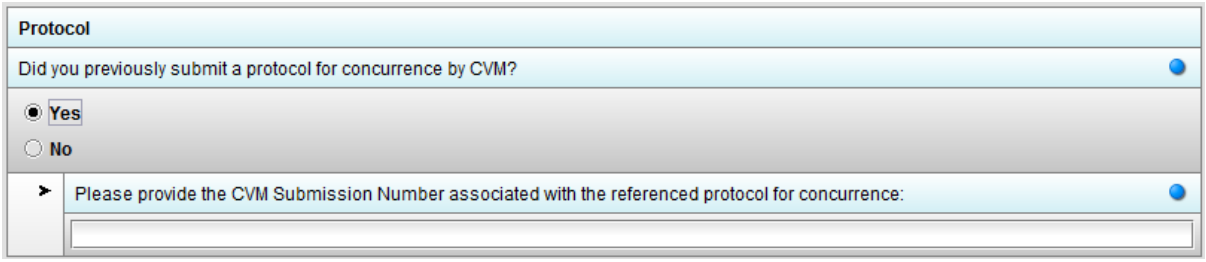
C.1 Final Study Report

The Final Study Report section supports the attachment of the Final Study Report for the specified study.



C.2 Protocol

The Protocol section collects information on a previously submitted protocol for concurrence by CVM and the CVM Submission Number for the specified study.

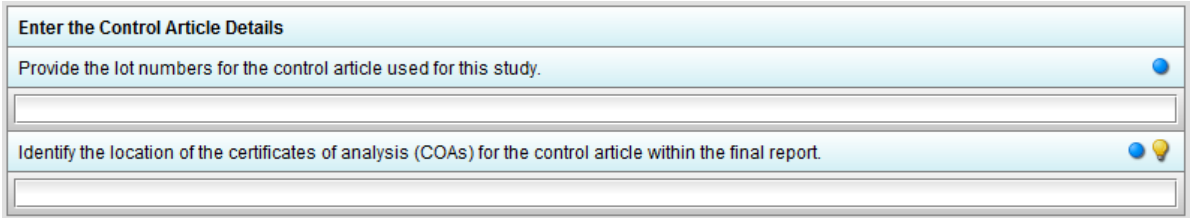


C.3 Test and Control Article Characterization

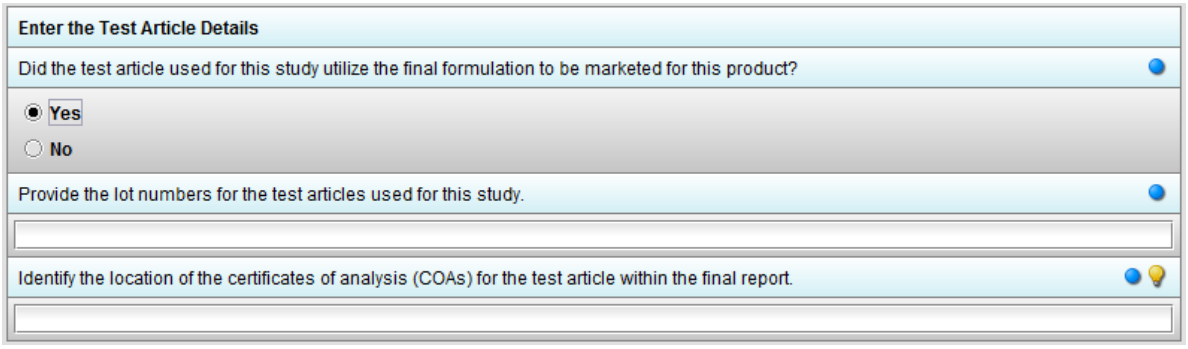
The Test and Control Article Characterization section supports the collection of information on one or more test and/or control article characterizations for the specified study. Select the “Add” option to include a test or control article.

The first option is to select the characterization type (i.e., Control Article or Test Article) and provide an article identifier for distinguishing between articles within the list.

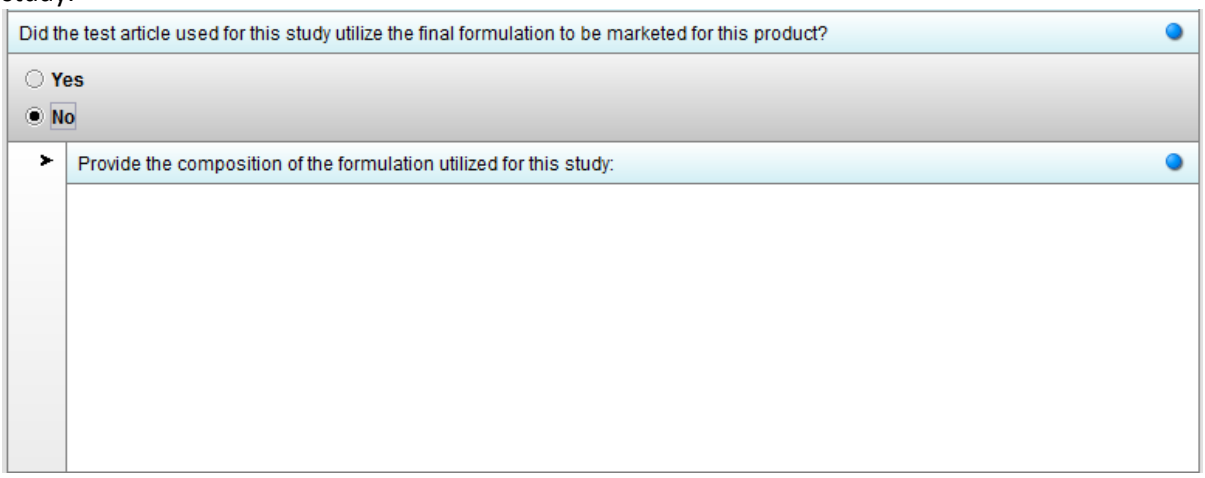
Presented below is the data collected for a Control Article.



Presented below is the data collected for a Test Article.

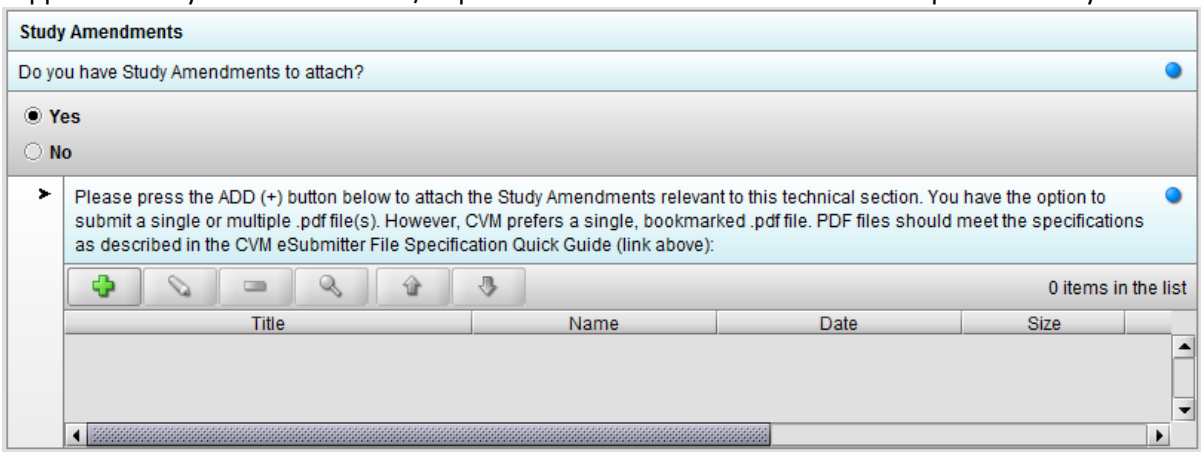


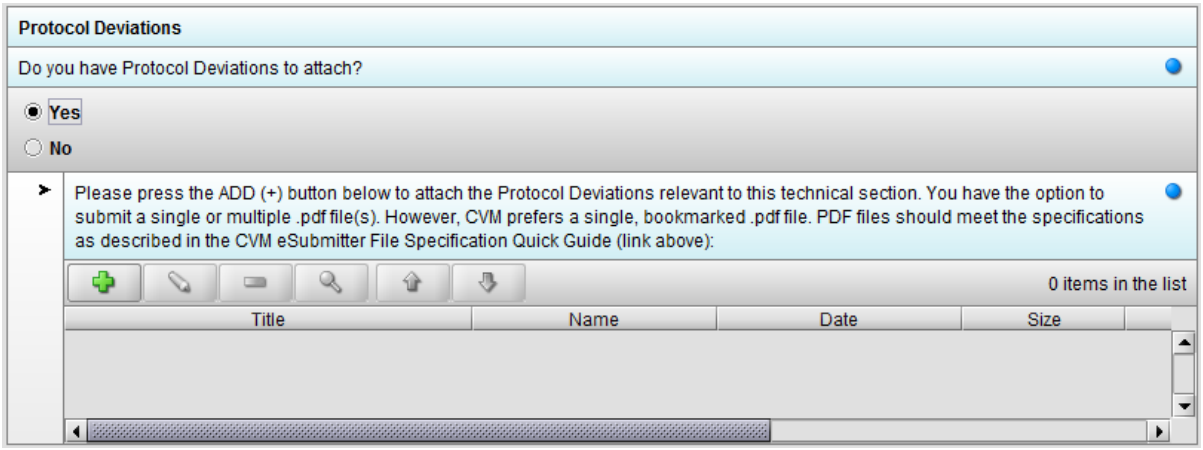
If the test article used for the study does not utilize the final formulation to be marketed for the product, then additional information is required on the composition of the formulation used for the study.



C.4 Study Amendments and/or Protocol Deviations

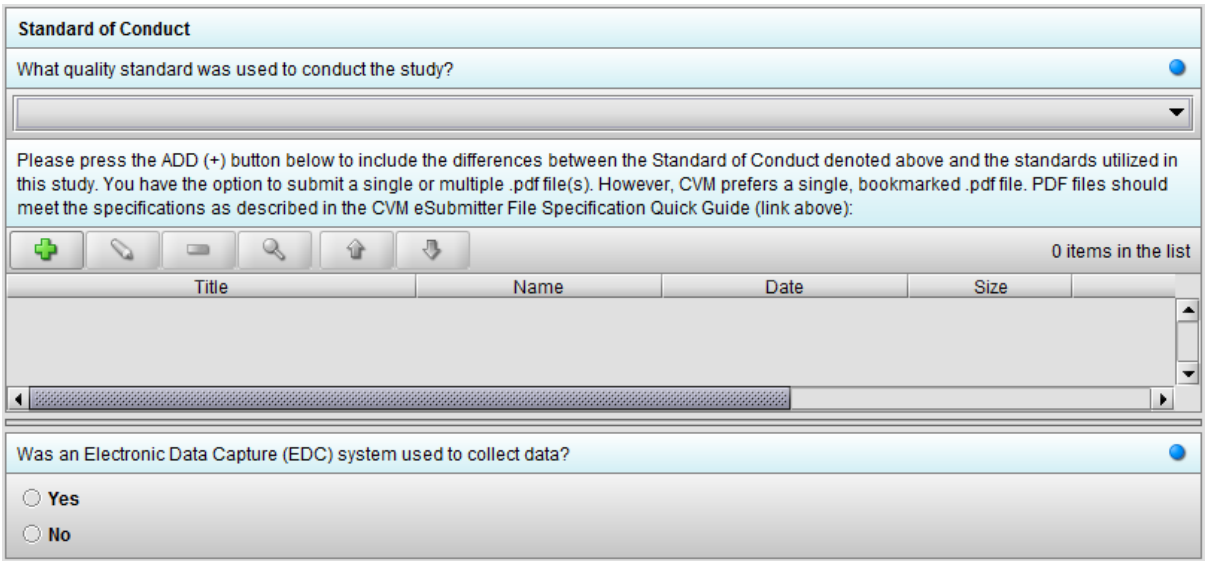
The Study Amendments and/or Protocol Deviations section allows for the attachment of files in support of study amendments and/or protocol deviation information for the specified study.



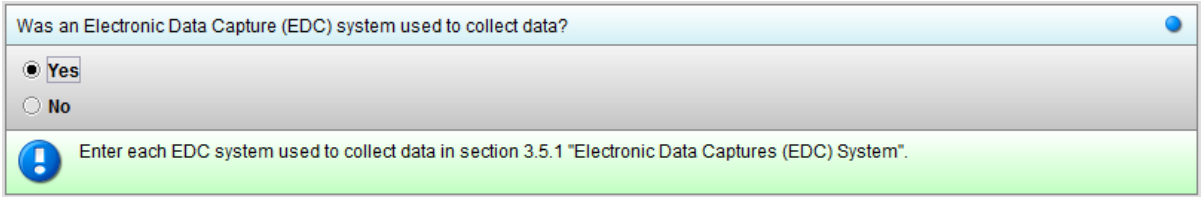


C.5 Standard of Conduct

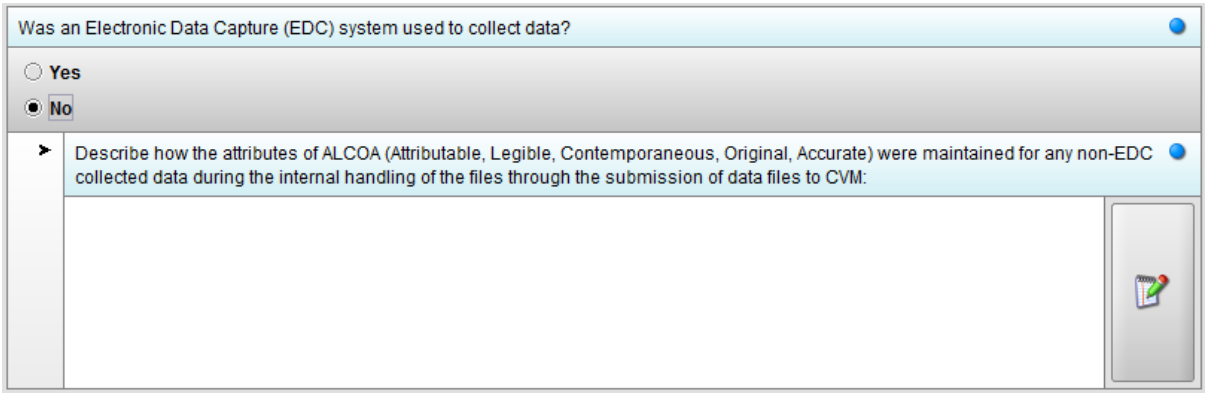
The Standard of Conduct section collect information on the quality standard used for the specified study. In addition, it indicates if any Electronic Data Captures (EDC) systems were used to collect the data.



If an EDC system was used to collect data, then an additional sub-section is enabled to collect information about the EDC system(s).



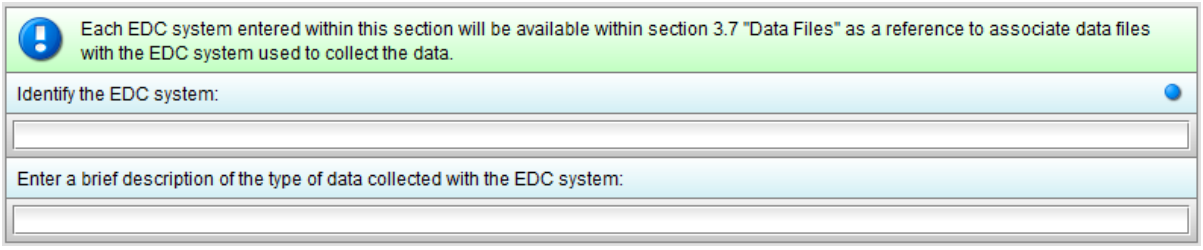
Otherwise, a description is required to describe how the attributes of ALCOA were maintained during the collection and handling of the data.



C.5.1 Electronic Data Capture (EDC) Systems

The EDC systems section supports the collection of information on one or more EDC systems used during the collection of data for the specified study. Select the "Add" option to include an EDC system.

Presented below is the data collected for an EDC system.



C.6 ReadMe Files

The ReadMe Files section allows for the attachment of ReadMe files for the specified study.

A ReadMe file should contain information about the electronic data files and programming files in a study. It should explain how the datasets are organized and describe the programs used for dataset generation and data analysis. An effective ReadMe file should quickly orient the user to crucial information needed to understand the included electronic files.

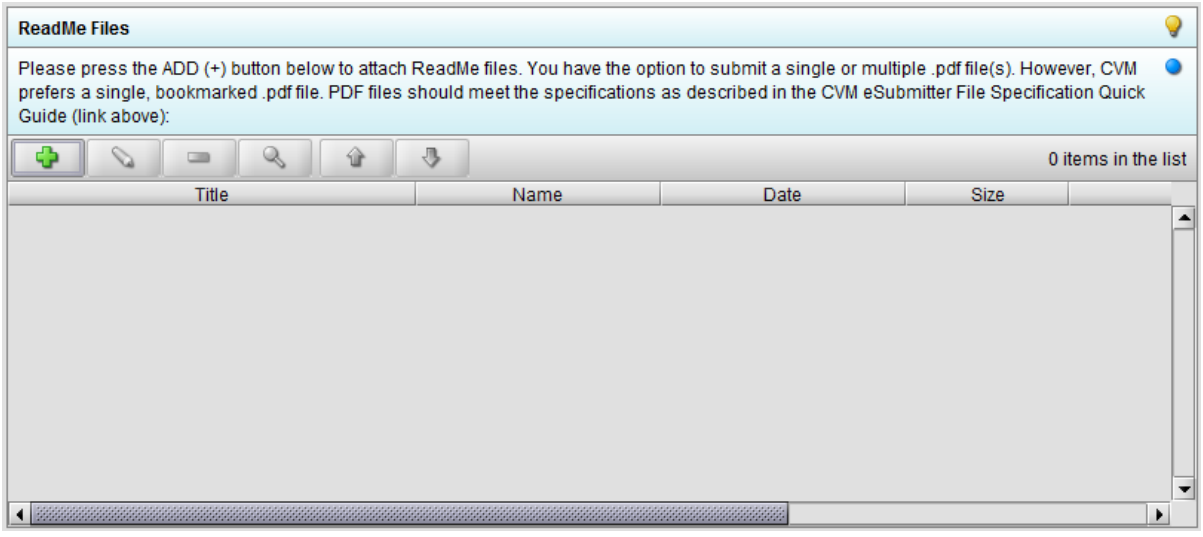
The ReadMe file is a PDF file with the file name ReadMe.pdf. It should include a brief introduction that includes the study number or other identifier, and study descriptor along with general orientation, background and other information relevant to analyzing and interpreting the data for the study. A study may contain one or more ReadMe files depending on the organization and complexity of the study.

The ReadMe file should not contain data, interpretation of the data, literature, references, notes to file, protocol-associated documents, communication records, personnel records, information not needed to interpret the data provided in the study, or other information needed for the technical section.

The following describes what information CVM generally expects in the ReadMe file.

- **List of Data Files**: In this section, you should provide a table listing the electronic data files submitted in XML or XPT file format with brief descriptions. This table should include the file name, a brief description of contents, name of data collection form if applicable, and information on how the data were collected or any reference to location of information in the FSR that is needed to interpret the data.
- **Data File Contents**: In this section, you should provide a table for each data file that includes the variable names, the abbreviations used in the file, variable label or description, formulas for derived variables, and additional details (e.g., description of coded values, unit of measure, formatting information), if applicable. Results from the CONTENTS procedure in SAS are not sufficient. If values were computed, derived, or transformed from other variables, the equation(s) for each variable and a table of the calculated values should be in the FSR.
- **Audit Trail File Listing**: In this section, if applicable, you are submitting the electronic audit trail separately from the data files for review and statistical analysis, you should provide a table listing the audit trail files submitted. This table should include the file name and the description of the file including EDC system name. For each audit trail file submitted, you should provide a table that includes the variable names, variable label or description (e.g., description of coded values, unit of measure, formatting information), and other information necessary for review.
- **Program File Listing:** In this section, you should provide a table listing the programs used to perform randomization, process the data, generate summaries, and perform the statistical analysis. This table should include the file name, the purpose of the program, the electronic data files accessed and generated by each program, and a list of any results (tables/ graphs) generated, if applicable.

You should describe the sequence of program calls needed for CVM to run your programs. Starting with the first program to be run, you should describe calls to other programs, custom functions, and macros, if any.

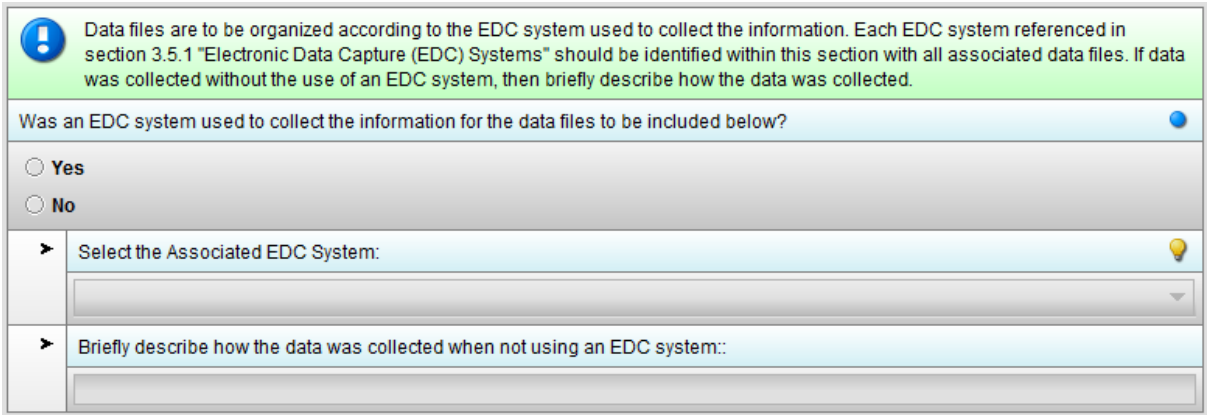


C.7 Data Files

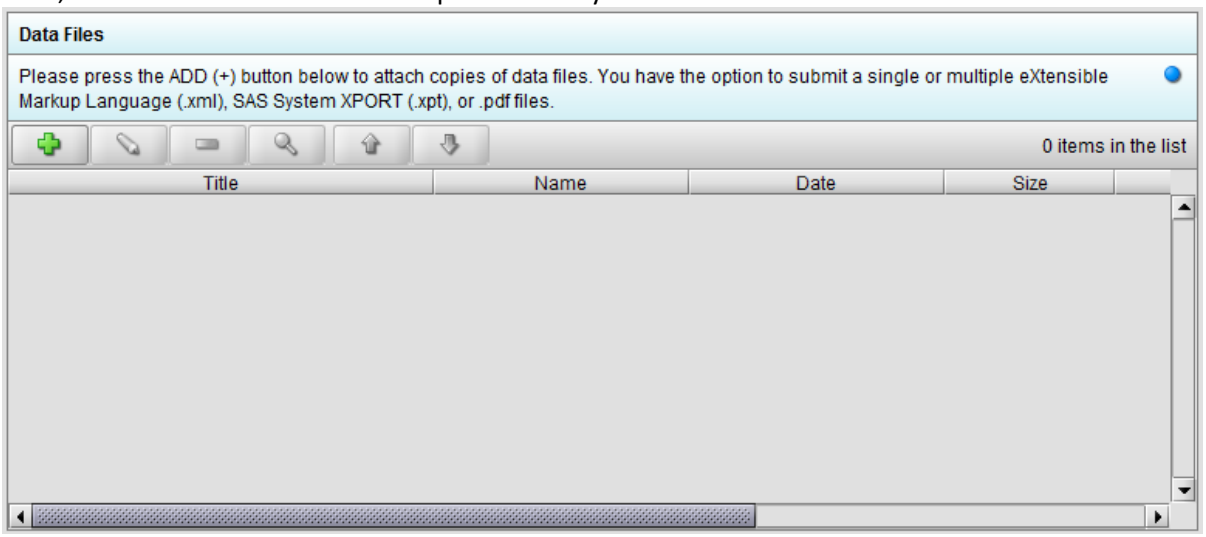
The Data Files section supports the collection of data files used within the specified study. Select the "Add" option to include a set of data files for each EDC system used.

The first option is to select if an EDC system was used. If yes, then an option is provided to select the relevant EDC system from a list of EDC systems provided within the previously entered EDC systems section. If an EDC system was not used, an option is provided to briefly describe how the data was collected.

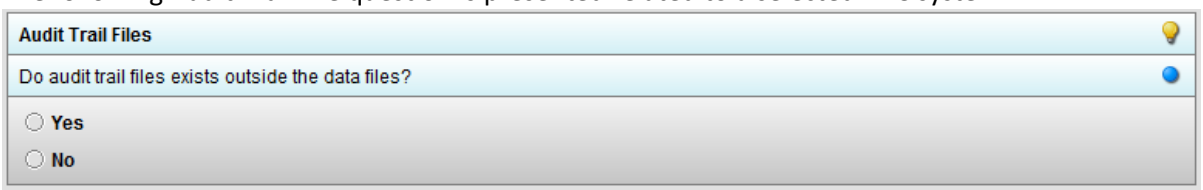
If an EDC system was selected, then additional questions will be presented related to Audit Trail Files.



Next, data files associated with the specified study and EDC information are to be included.



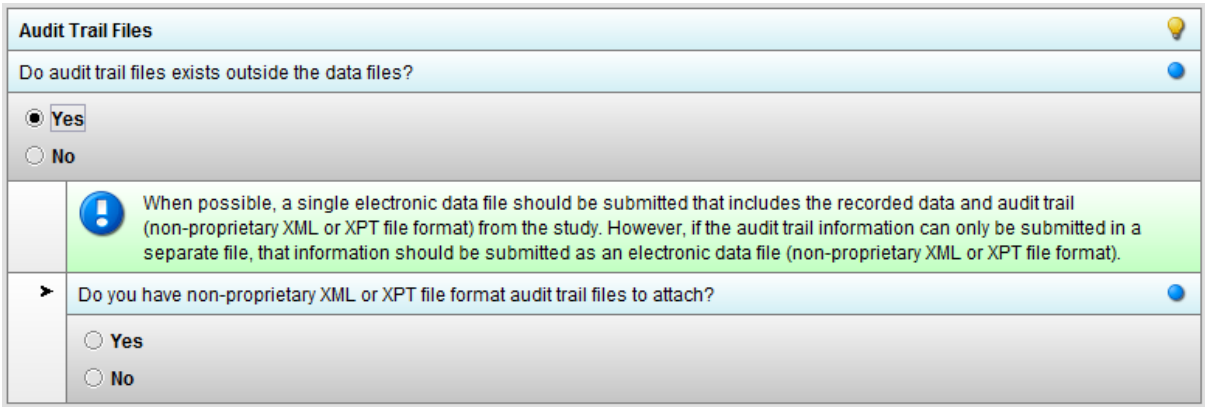
The following Audit Trail File question is presented related to a selected EDC system.



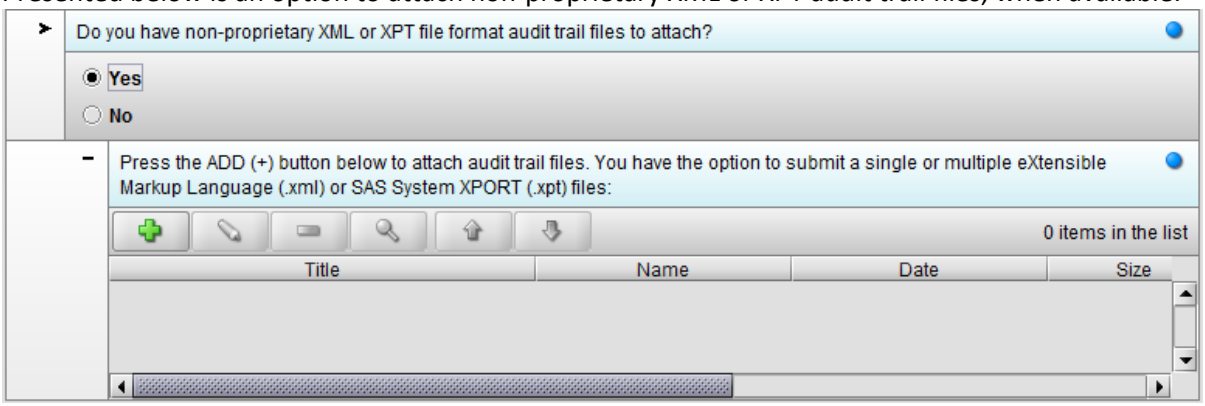
When audit trail files are submitted, the expectation is that a table will be presented that includes the variable names, variable label or description (e.g., description of coded values, unit of measure, formatting information), and other information necessary for review. At a minimum, each audit trail file should include the original and updated values of each data point, operator identification and date and time stamps for each data entry and any change, and reason for each change. Additional columns may be added as needed.

If audit trail files are included outside the data files, additional questions are provided related to the inclusion of the audit trail files.

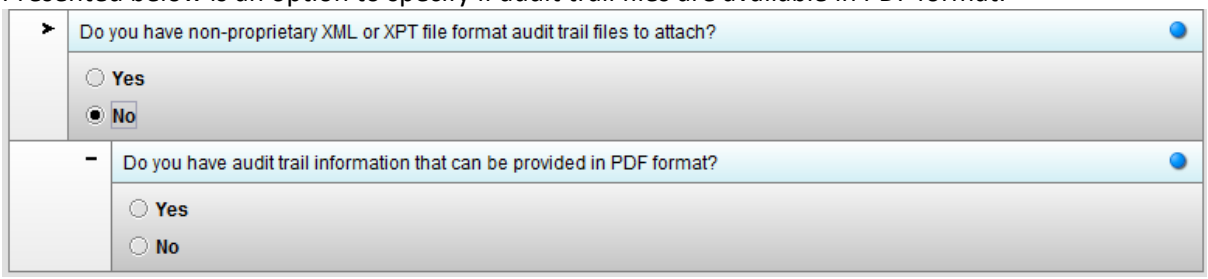
Presented below is an option to identify if non-proprietary XML or XPT audit trail files are available.



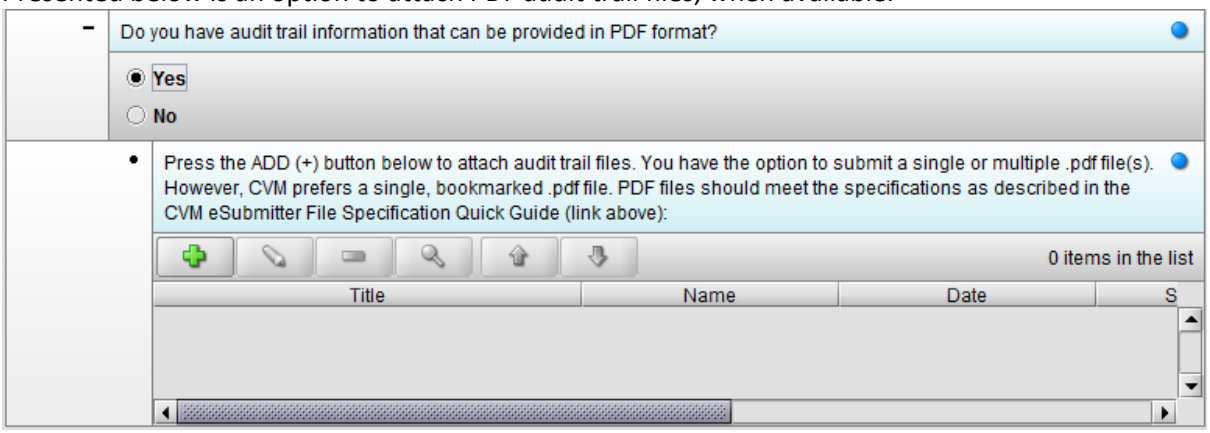
Presented below is an option to attach non-proprietary XML or XPT audit trail files, when available.



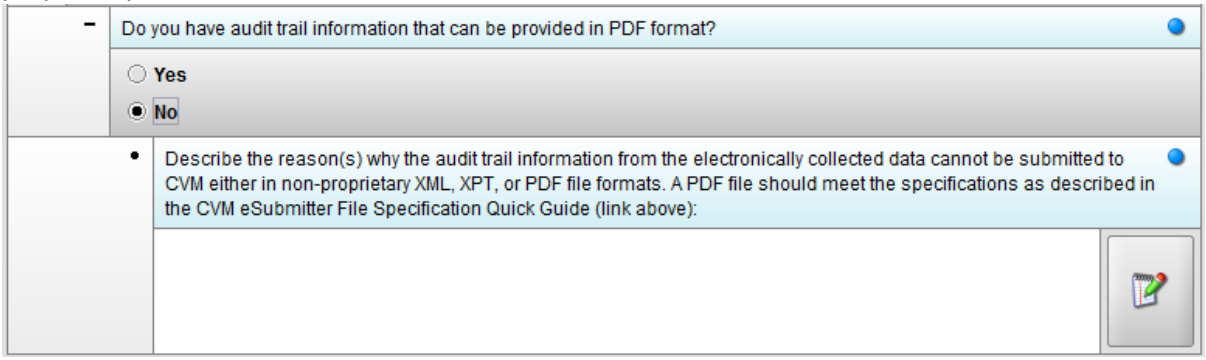
Presented below is an option to specify if audit trail files are available in PDF format.



Presented below is an option to attach PDF audit trail files, when available.



Presented below is an option to describe why audit trail information is not available in either non-proprietary XML or XPT, or PDF formats.

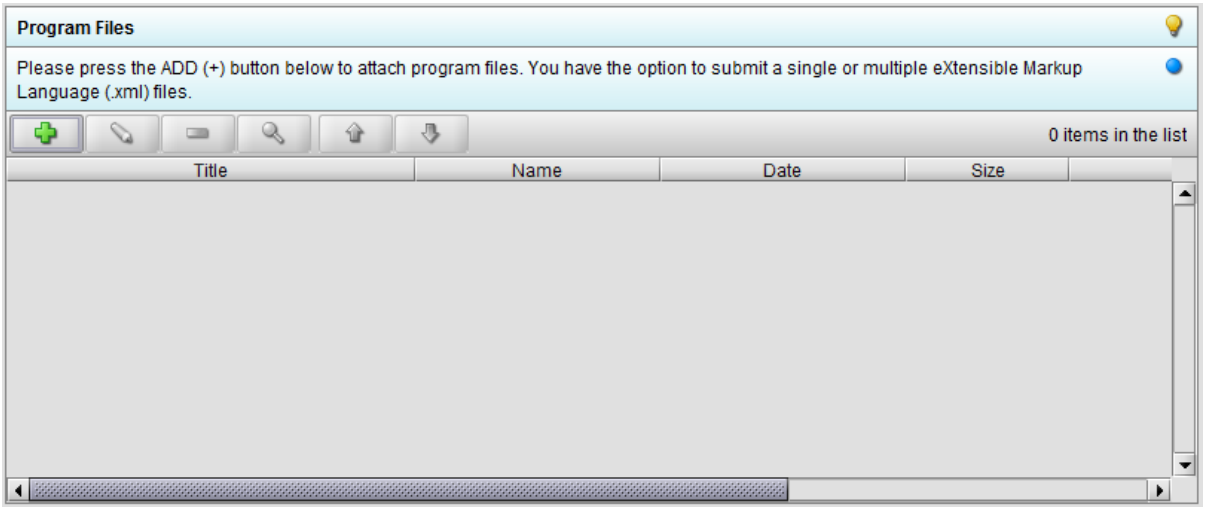


C.8 Program Files

The Program Files section allows for the attachment of program files for the specified study.

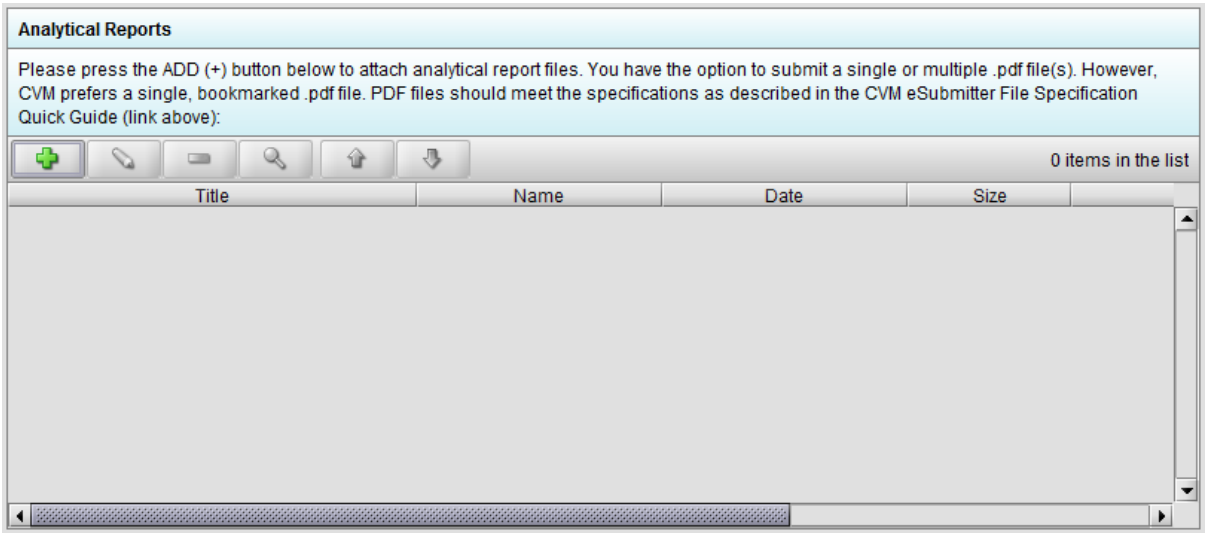
For each program, document all directories and files referenced to access or store data, including directory and file names, locations, and aliases if used. Describe programs defining custom styles or formats or, if such styles or formats are predefined, provide instructions for their installation. If the programs were designed to call other programs or access data in specific folders or directory structures, describe this structure so that CVM can verify your analysis process.

Describe the sequence of program calls needed for CVM to run your programs. Starting with the first program to be run, describe calls to other programs, custom functions, and macros, if any.



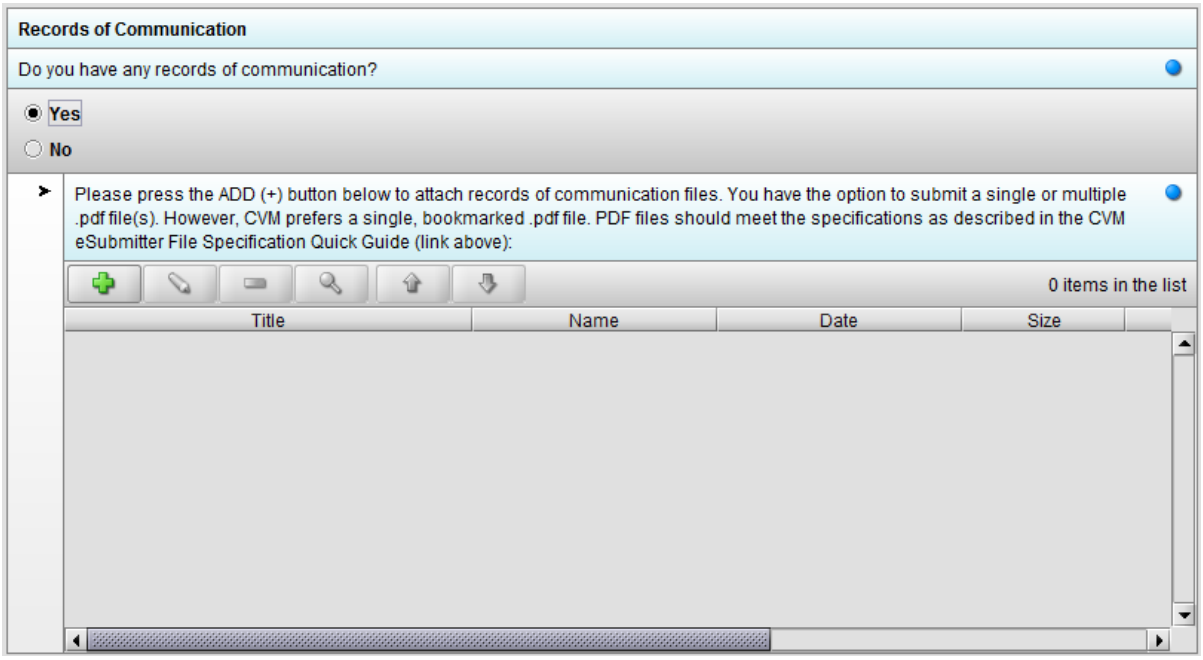
C.9 Analytical Reports

The Analytical Reports section allows for the attachment of analytical reports for the specified study.



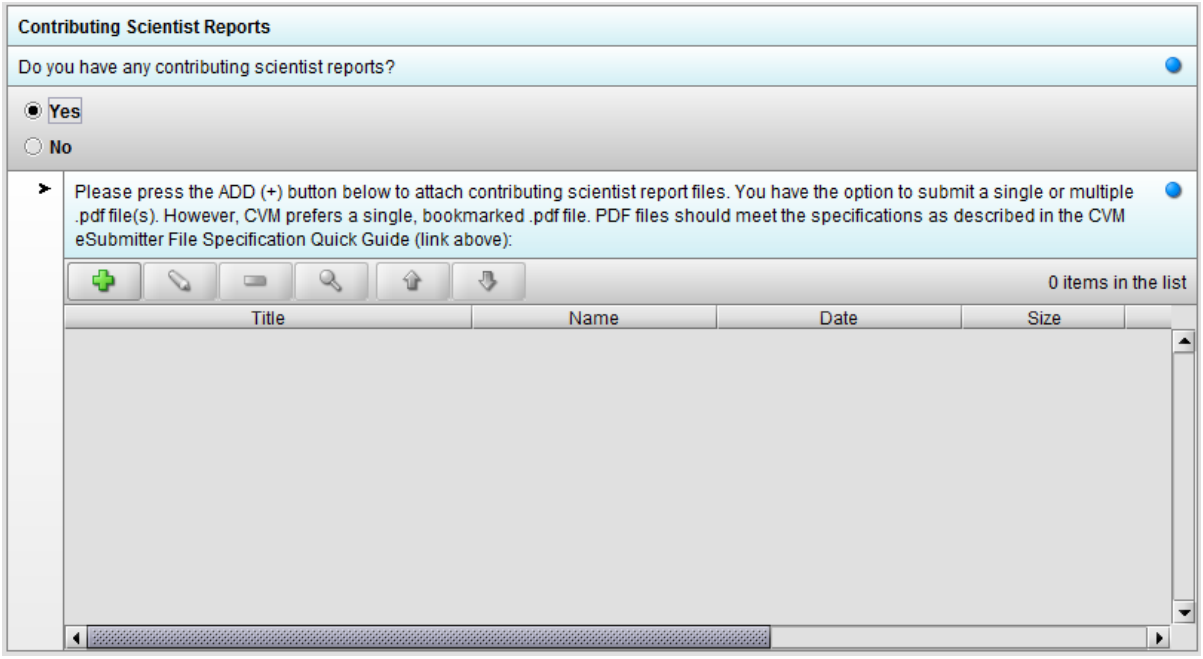
C.10 Records of Communication

The Records of Communication section allows for the attachment of files in support of records of communication information for the specified study.



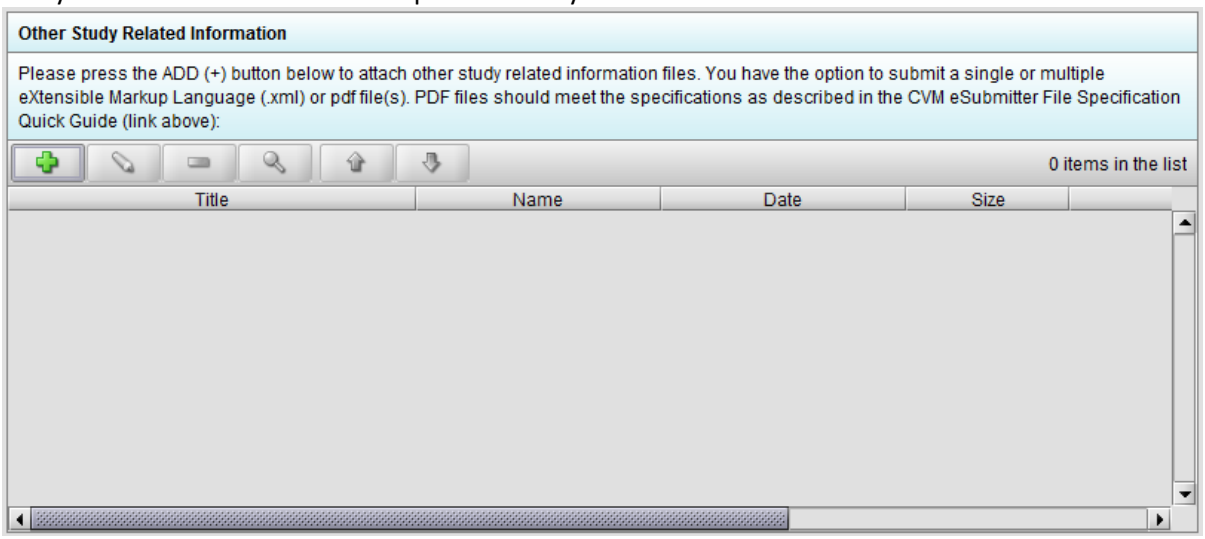
C.11 Contributing Scientist Reports

The Contributing Scientist Reports section allows for the attachment of files in support of contributing scientist reports information for the specified study.



C.12 Other Study Related Information

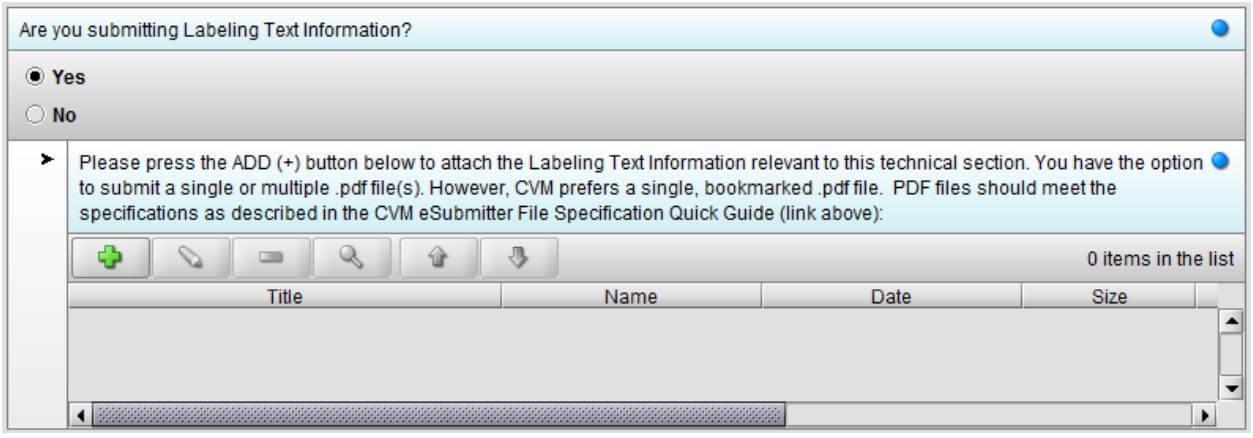
The Other Study Related Information section allows for the attachment of files in support of other study related information for the specified study.



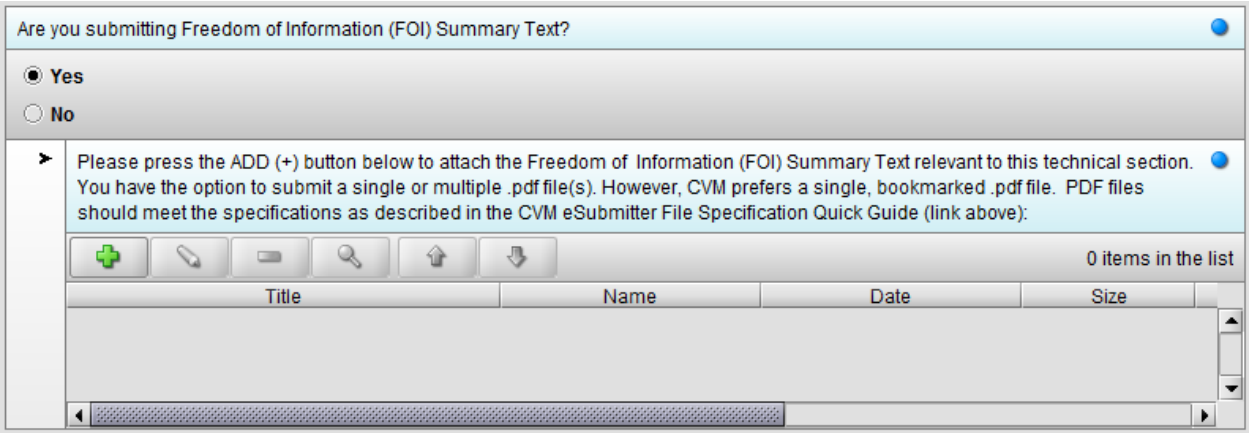
D. Labeling, Freedom of Information (FOI), Further Information

The Labeling, Freedom of information (FOI), and Further Information section allows for the attachment of files in support of the following information for the submission.

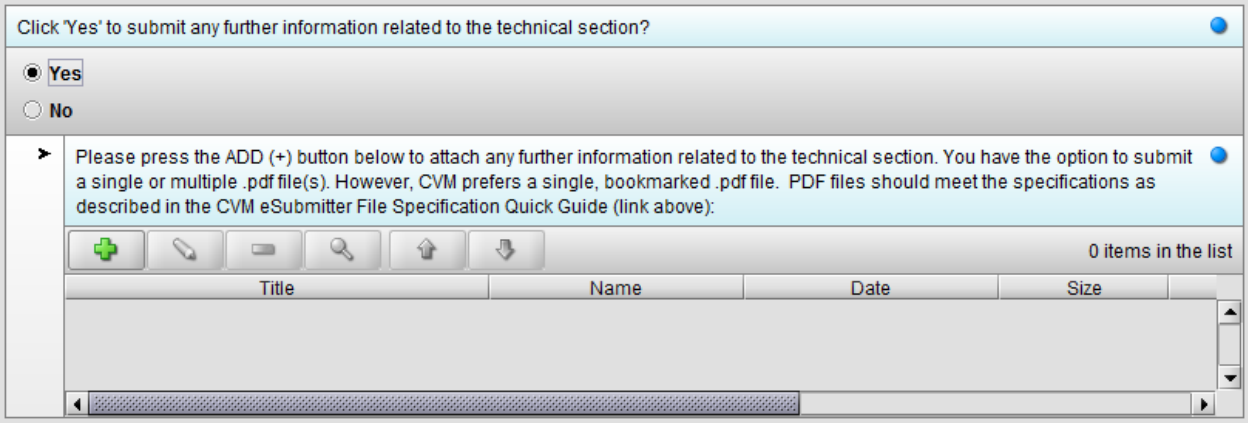
Presented below is an option to attach labeling text information files, when available.



Presented below is an option to attach FOI summary information files, when available.



Presented below is an option to attach further information files, when available.



E. Comments

The Comments section allows for the attachment of a single file or text in support of the submission.