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| Deviation Log Reconciliation | |
| **Short Study Title:** |  |
| **Chief Investigator:** |  |
| **Study Identifier:**  **(IRAS, EudraCT, ISRCTN Ref)** |  |
| **Dates of Logs Receipted**  **(Range DD/MMM/YY – DD/MMM/YY)** |  |
| **Date of Spot Check:** |  |
| **Sign on Completion:**  **(Quality Assurance Administrator)** |  |

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| **Comment** | |
| **Paper Deviation Log(s) Filed in Trial Master File (TMF)/Sponsor File?** | No Yes  If ‘No’, Quality Assurance (QA) Coordinator advised;  Yes  Date: |
| **Paper Deviation Logs Reconcile with QA Deviation Log Assessment Tracker**  **(on ACCORD SharePoint)?** | No Yes  If ‘No’, list details of deviation logs missing from TMF/Sponsor File (or ACCORD SharePoint) below.  QA Coordinator advised;  Yes  Date: |
| **Missing Deviation Logs File in TMF/Sponsor File (or data added to ACCORD SharePoint)** | Yes  Date: |
| **Clinical Trials Monitor Informed Reconciliation Complete?** | Yes  Date: |

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| **Location Name/Number** | **Date on Deviation Log**  **(Quarter/Year)** | **Comment**  **(e.g. TMF/Sponsor File/SharePoint)** |
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