

CLINICIAN INVESTIGATOR

	Responsibility	Checklist
1	Working familiarity of your Organisational Charter, and the Australian Charter of Healthcare Rights	<input type="checkbox"/>
2	Use of the policies and procedures, and the related processes and systems surrounding capacity and decision making/ decision maker status	<input type="checkbox"/>
3	Use of your organisational informed consent policies, procedures, and the related processes and systems	<input type="checkbox"/>
4	Use of other relevant Partnering with Consumers policies and procedures, and the related processes and systems	<input type="checkbox"/>
5	Educate yourself on the value of participant and decision maker engagement. Encourage active participation and sharing in decision making and care planning (to the extent that they choose)	<input type="checkbox"/>
6	Educate yourself on the value of consumer engagement, how it contributes to the safety and quality of health care, and how it supports clinical trial participation	<input type="checkbox"/>
7	Undertake regular Partnering with Consumers training and education, as per your organisation's schedule	<input type="checkbox"/>
8	When developing meaningful relationships with participants, understand the complexity of the service user interactions with the clinical trial service, the complexity of the context in which they reside, and their needs as a clinical trial participant	<input type="checkbox"/>
9	Tailor your approaches to meet the differing communication needs of your service user population and provide participants access to, and use of, high-quality, easy-to-understand information in languages, formats and ways that reflect their needs (including telehealth, translations, the interpreter service, etc)	<input type="checkbox"/>
10	Delegate partnering with consumers responsibilities to clinical team members (where relevant)	<input type="checkbox"/>
11	Identify and report risks, issues, or anything that could compromise your ability to safely partner with service users and consumers. Report using both clinical trial/research-specific and organisational systems and processes, using the relevant processes and systems. Work with clinical leads to resolve issues and implement preventative and corrective actions	<input type="checkbox"/>

12	Use the relevant processes and systems to receive and respond to consumer and service user feedback and complaints. Work with management to resolve issues, implement preventative and corrective actions, and improve practise if feedback and/or complaints are received.	<input type="checkbox"/>
13	Look for opportunities to improve the areas of the clinical trials service that you are responsible for, and the care given to participants	<input type="checkbox"/>