Achieving excellence in clinical trial reporting

A manual for European universities and university hospitals

**Workflow**

<table>
<thead>
<tr>
<th>Registry Manager</th>
<th>First Steps</th>
<th>Past &amp; Present Trials</th>
<th>Future Trials</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Designate manager</td>
<td>1. Old EudraCT trials</td>
<td></td>
<td>[Manage registry data]</td>
</tr>
<tr>
<td>2. Create overview</td>
<td>2. Recent EudraCT trials</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Identify problems</td>
<td>3. All other trials</td>
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<td></td>
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</tbody>
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<th>Taskforce</th>
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<tr>
<td>1. Set up taskforce</td>
<td>1. Strengthen policies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Choose model</td>
<td>2. Strengthen systems &amp; processes</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
TABLE OF CONTENTS

INTRODUCTION
Legal, regulatory and funder requirements
Scientific benefits
Registry publication versus journal publication

FIRST STEPS
Designate a registry manager
Create overview of all registry entries
Identify common problems
Set up a taskforce
Choose a model
Set clear expectations
Prepare to face two challenges

UPLOAD MISSING CLINICAL TRIAL RESULTS ONTO EUADRAC
Identify trials you are responsible for
Check for data accuracy
Contact your national regulator
Triage trials by their completion date
Contact researchers
Become the ‘primary user’ of your institution’s trials
Upload results as an attachment (older trials only)
Upload results using the full results data set
Overcoming technical problems with uploading results onto EudraCT
Useful guidance for uploading results onto EudraCT

REVIEW YOUR TRIALS LISTED ON OTHER REGISTRIES
Review registry entries
Identify completely unreported trials
Follow up on completely unreported trials
Correct and update registry records

ADOPTING AND IMPLEMENTING WHO BEST PRACTICES
Why WHO best practices?
Strengthen your policies
Strengthen your systems and processes