

# AUSTRALIAN ICH GCP (Including Teletrials) SOP 110 Appendix 1

## Example of Individual Participant Investigational Product (IP) Accountability Record

**Section 1 – Investigational Product Details**

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<b>Investigational Product:</b>		<b>Dosage Form:</b>		<b>Lot Number:</b>	
<b>Study Protocol Number:</b>		<b>Strength / Unit:</b>		<b>Expiry Date:</b>	
<b>Participant ID:</b>		<b>Research Coordinator:</b>		<b>Used IP:</b>	

**Section 2 –Storage Details**

<b>Room / Location:</b>		<b>Storage Requirements:</b>	Ambient <input type="checkbox"/> / <input type="checkbox"/> 2-8°C <input type="checkbox"/> / <input type="checkbox"/> Other <input type="checkbox"/> _____
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**Section 3 – Transaction History**

Date/Time		Transaction Details				Balance of IP			Balance of used IP NA			If Transaction = RECEIVE or RETURN	Comments
Date	Time	Received, Dispensed, Destroyed or Returned	Participant IDENTIFIER	Performed by (Initials)	Checked by (Initials)	IN	OUT	TOTAL	IN	OUT	TOTAL	Indicate LOCATION received from or returned to	
	<input type="checkbox"/> <input type="checkbox"/>	Received Balance carried over											