

1 Overview

CDMAs are responsible for data quality and consistency within clinical data management. This includes data co-ordination, data collection, data validation, data archiving, enforcement of data standards and process improvement for global, regional and local studies.

2 Qualifications

A relevant tertiary qualification such as pharmacy or science majoring in a biomedical field OR significant relevant health care experience.

3 Salary Range

Permanent \$42,000 – \$70,000 pa

4 Previous Positions

- Recent Graduate
- Data Management Assistant
- Clinical Study Coordinator
- Clinical Trial Assistant
- Nursing
- Clinical Nurse

7 Typical Responsibilities

- Monitor, review and maintain research practice for clinical trials. Review all data captured, set up and maintain quality assurance processes for trial conduct.
- Assist in the development of study documents including reviewing CRF images and ensures data consistency across trial subjects
- Ensuring that the data generated in all trials meets internal quality and external regulatory standards
- Coding data in accordance with appropriate medical terminology
- Compiling and identifying GCP non-compliance issues and communicating these to the appropriate party.
- Maintaining data management Standard Operating Procedures
- Correcting data in consultation with investigators and co-ordinating data review processes to meet specified targets
- Identifying unreported Serious Adverse Events (SAE) in line with company policy
- Ensuring that the investigational sites provide accurate, complete, and timely responses to data notification forms issued.
- Ensuring the quality of project data by developing and applying comprehensive validation procedures prior to the migration of data
- Developing and maintaining project data management plans and co-ordinate the activities of informal project data management teams to ensure adherence to mandated schedules
- Assisting in providing technical training and undertake assigned technical special projects
- Setting up new clinical trial sites, including co-coordinating the production and dissemination of trial documentation, and the obtaining and directing of resource allocation.

5 Industry Background

- Healthcare
- Pharmaceutical
- Biotech
- Medical Devices
- Insurance
- Public Health

6 Career Progression

- Team Leader
- Clinical Data Coordinator
- Clinical Data Manager
- Primary Data Manager