



**eAdjudication®**  
Flexible Endpoint Adjudication Software &  
Managed Services For Sponsors, CROs and AROs



Oct, 20th, 2021, by Ethical

## New in eAdjudication®: A Zoom Meetings Connector to save time and enhance GxP compliance

Ethical has upgraded eAdjudication® with an innovative Zoom connector that allows to streamline the management of endpoint adjudication meetings, and safely and conveniently file meeting recordings and transcriptions within the platform. Added to the platform meeting tool, the Zoom connector supports the GxP-compliance of adjudication meetings organized as part of clinical trials management.



eAdjudication®  
Solution Description

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The clinical endpoint adjudication process involves many important meetings such as **kick-offs, experts training and consensus meetings**. The proper planning, preparation, conduct and follow-up of those adjudication meetings is part of the quality management of the study and can **become an additional challenge for clinical teams** who therefore need solutions to prepare them quickly and efficiently, and keep all related documents in a safe and easily accessible repository.

## Create the Zoom Meeting link directly from within the platform

eAdjudication® is fitted with a planning tool designed to minimize the burden associated with adjudication meetings management. A pre-loaded template makes it easy to set-up meetings, invite attendees and attach the agenda or, in the case of a consensus meeting, include the list of cases to be discussed. With the Zoom Meetings connector, **organizers create the Zoom Meeting link directly from within the platform *without having to switch between applications when planning meetings.*** The link is automatically attached to the invitation and attendees receive all necessary information in a single email.

<input type="checkbox"/>	Name	Username	Roles
<input type="checkbox"/>	Ethical Administrator	ethicaladmin2	Coordinator
<input type="checkbox"/>	Ethical Administrator	ethicaladmin1	Coordinator
<input type="checkbox"/>	Ethical Chairman One	ethicalchair1	Chairman
<input type="checkbox"/>	Ethical Coord2	ethicalcoord2	Coordinator
<input type="checkbox"/>	Ethical Coordinator	ethicalcoord3	Coordinator
<input type="checkbox"/>	Ethical Coordinator One	ethicalcoord1	Coordinator
<input type="checkbox"/>	Ethical Reviewer One	ethicalrev1	Reviewer, Chairman
<input type="checkbox"/>	Ethical Reviewer Three	ethicalrev3	Reviewer
<input type="checkbox"/>	Ethical Reviewer Two	ethicalrev2	Reviewer

## Easily store all your adjudication meetings documentation and improve GxP compliance

From their meeting list view within eAdjudication®, the adjudicators, clinical team members and adjudication coordinator easily access all past and planned meetings. Within each meeting page, users can see and download all the information and attachments related to that meeting. Thanks to the Zoom connector, the audio and video recordings are automatically filed along with the other documents in the meeting page, providing easy access to all the necessary information for writing reports or documenting the important decisions related to the trial endpoint adjudication.

## Keep track of all your adjudication meetings activity with the audit trail and statistics

The eAdjudication® Zoom connector completes an already quite comprehensive meeting tool. It is worth reminding the audit trail that records the history of each adjudication meeting, tracking for example documents versions or date changes, as well as statistics such as time

spent per adjudicator on cases and in meetings, helping clinical teams manage the workload of busy experts and plan payments.

The screenshot shows a web interface for 'Meeting Details'. The breadcrumb trail is 'Home / Study 2 / Meetings / Meeting Details'. The 'Meeting Details' section includes fields for Meeting Name (Consensus Meeting 25 September 2021), Meeting Date (25/Sep/2021), Start Time (PST) (11:30), Meeting Duration (01:00), Meeting Status (Closed), Meeting Pas (redacted), and Meeting URL (redacted). Below this is a 'Meeting Recordings' table with columns for Date, Start Time, File type, Type, and File Size. The table contains three rows of recordings from 24/Sep/2021: an Audio Recording (M4A, 2644772), a Video Recording (MP4, 83462), and a Transcript (CC, 426). A 'Meeting Attendees' section is partially visible at the bottom.

### Study 2: Reviewers Training - Meeting invitation

The screenshot shows an email invitation from 'noreply@ethical.ch'. The email includes a warning: 'EXTERNAL: This email originated from outside of the organization. Do not click links or open attachments unless you are expecting this message.' The sender's name is 'ETHICAL eADJUDICATION'. The subject is 'DEVELOPMENT SYSTEM'. The body of the email reads: 'Dear User, you have been invited to a new meeting scheduled by Ethical Coordinator One. Study: Study 2 Meeting Name: Reviewers Training Meeting Time: 29/Sep/2021 01:30 PM ( PST ) Meeting Agenda : Adjudicators training for start of the project related to Study 2'. It provides a Zoom link: 'https://zoom.us/j/94306587630?pwd=dHBQK25xYmpLOHRRMDZERjZ2RjAyZz09'. A note states: 'This meeting is being recorded. By joining this meeting, you consent to being recorded.' A disclaimer follows: 'Please do not reply to this email; this address is not monitored.' The footer contains contact information for Ethical GmbH and a confidentiality notice: 'The information in this e-mail (which includes any files transmitted with it) is confidential and may also be legally privileged. It is intended'.

In summary, with the Zoom Connector, Ethical continues enhancing the eAdjudication® platform to facilitate the management of all meetings held as part of the endpoint adjudication process. **Users will continue to save lots of time in meeting preparation and follow-up** by being able to manage even more of their adjudication meetings activities **from within the platform**. Furthermore, **they keep a trace of all their meetings activity with minimum effort**, and meeting **outcomes, recordings, and attached documents** are easily accessible in a single place for reference and future use.

## Future innovations to note

Ethical is working on adding connectors with other widely used conferencing platforms such as **MS Teams Connector** and **Google Meets Connector** for clients who want to have a choice in the conferencing platform they want to use.

### **The Clinical Endpoint Adjudication Handbook (36 pages)**

The Manual / Reference Book with all the topics related to the Independent Endpoint Adjudication Committees Management.

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