

Board meeting
Nordic Monitoring Network
19th of April 2018, 10.00 – 14.00 (CEST)

Oslo universitetssykehus HF, Sogn Arena

Klaus Torgårds vei 3, 0372 Oslo, Norway

Attendees: Birgitte Lid Adamsen (NOR), Birgitte Vilsbøll Hansen (DEN), Halla Sigrún Arnardóttir (ICE)
Leena Partanen (FIN) (Minute taker)

1. Minute taker
Leena volunteered to be minute taker
2. Approval of the agenda
Agenda was approved
3. Review of, and reconciliation with, agreed work plan for the coming two years (June 2017-
June2019), based on funding/agreement with NTA
 - a. NORM Meeting will be organized in autumn 2018 in Copenhagen
 - i. Suitable dates for the meeting will be asked from monitors in each country. Results should be reported by the 1st of May. Birgitte will contact Sweden
 - ii. We are planning to have a two day meeting
 1. 1. Day: Networking, social program, maybe one presentation about networking or something alike starting at 15.00 -
 2. 2. Day: More presentations on current issues, guest speakers. Program between 9.00-15.00
 - iii. Tuesday and Wednesday in late September or early October would be best. Possibly week 39 or 41
 - iv. Suggestions for program:
 1. Topics for networking/workshops and presentations as well as ideas about possible guest speakers will be asked from countries
 2. Lectures preferably with concrete examples
 3. Risk based monitoring
 4. Remote/central monitoring
 5. Data management
 6. Intensive care studies
 7. Phase I studies
 8. Being an academic doctor in huge studies

9. Oncology in basket
 10. Kliniska Studier Sverige (someone from Sweden to talk about it)
 - v. Birgitte will arrange the venue for meeting
 - vi. Social dinner will be in city centre (day 1)
 - vii. Social activity to help networking (day 1)
 - viii. The venue and speakers will be covered from NORM funds
- b. Shorter NORM meeting in Oslo in connection with the Clinical Trials in Nordic Countries – Conference in 2019
4. Adoption of a draft work plan for 2018/2019
 - a. See item number 3
 5. Division of labour/responsibilities within the board, and plan/timelines for the board's commitments for 2018/2019
 - a. See items number 3 and 6
 6. NORM newsletter
 - a. Newsletter will be made in the beginning of May
 - b. Newsletter could include:
 - i. Short presentation of NORM and NORM board
 - ii. Link to internet pages
 - iii. Recruitment of a Board member from Sweden
 - iv. Announcement of the NORM Meeting 2018
 - c. Birgitte will start the newsletter and other members will comment and add suggestions
 7. Any other issues
 - a. Iceland is looking into the possibility of starting a Clinical Trial Unit. Board discussed about starting and developing GCP/CTU-units and monitoring. Board agreed that collaboration and networking plays important part in development and board is ready to support national units in their development work.
 8. Next meeting
 - a. Board will have a Skype-meeting 2nd May 2018 at 11.00 Norwegian time.