



PODCAST UK TELECONFERENCE WORKSHOP MINUTES

11 June 2014, 12.00pm

UoN attendees: Philip Bath (PB), Sally Utton (SU), Hayley Foster (HS), Kathy Whittamore (KW), Kailash Krishnan (KK), Joanne Keeling (JK), Polly Scutt (PS) and Michael Stringer (MS).

UK attendees: Representatives from Nottingham (Centre 1), Chesterfield (Centre 10), Bradford (Centre 13), Leighton (Centre 26), Aberdeen (Centre 25) and Scarborough (Centre 27).

1. Welcome and status

SU welcomed everyone to the call and confirmed the teleconference rules for engagement.

2. Closedown plans

KW reminded everyone that all centres, both recruiting and non-recruiting, have received the PODCAST working practice document for closedown. She encouraged all centres to become familiar with the document and contact her with any queries SU explained that the end of study report will be produced after the database has been locked and should be sent out before the end of the year. She reminded sites that the sponsor requires documents to be archived for 7 years post publication of results.

3. New letters

HF informed attendees that a final letter to patients has now been approved by the sponsor and is available on the documents webpage. Sites should hand this to patients at their final visit. A new final letter to GPs is to be submitted to the sponsor for minor amendment approval shortly and will be sent round to all centres as soon as possible. The aim of the letter is to provide a medical hand over to the patients GP and also to inform them that patients will no longer be seen as part of the trial.

4. Follow ups

All patients are required to have a final follow up in July/August. Participants taking part in the ABPM sub study must have another set of ABPM taken. JK asked centres to let her know of any dates when participants might be unavailable to complete the telephone follow ups and highlighted the importance of patient contact details being up to date. PB emphasised that the prompt completion of both the clinic and telephone follow ups will ensure sufficient time remains to clean and analyse the data for the UK Stroke Forum in December. A Trial Steering Committee will be held via teleconference in June and a face to face meeting will be held in November

PB reminded everyone that on treatment and trial CT scans are required for each participant before the end of the trial. This will allow differences in brain atrophy to be reported on. AJ queried how much the coordinating centre would pay for the scans. SU confirmed an £80 reimbursement.

5. Investigator meeting plans, UKSF

SU confirmed that there will be a PODCAST stand and investigator meeting at the UK Stroke Forum in December. The meeting details are still being finalised but may be held on Tuesday 2nd December in the pm/evening. An invitation will be sent to investigators in the near future.

AOB

PB asked that all patients in the intensive BP lowering and lipid lowering arms of PODCAST have their treatment maximised.

PS and KW asked that all centres respond promptly to queries regarding the data checks to allow for swift data cleaning.

SU thanked KW for her contribution to the trial and informed investigators that she will be leaving in August. Michael Stringer will be the new Coordinator for any contact after this time.