Adverse Event Checklist

Have you provided the following information on the case?

Protocol Information:

- ❑ Protocol name/number
- ❑ Protocol version
- ❑ Enrollment date

Participant Identifiers/Descriptors:

Demographics

- ❑ Age
- ❑ Sex at Birth
- ❑ Race/Ethnicity

If Pregnant, please provide information below:

- ❑ Mother's LMP (if known)
- ❑ Gestational age at enrollment and at time of event
- ❑ Timing/Intensity of exposure to Study Agent(s)

If subject is infant/fetus, provide information below:

- ❑ Gestational age at time of event and 1st drug exposure
- ❑ Outcome of pregnancy and date
- ❑ Status at birth (e.g., premature or full-term birth, APGAR score, complications[need for resuscitation/admission to NICU])
- ❑ HIV status: include most recent CD4 count and HIV viral load
- ❑ Congenital anomalies/defects diagnosed at birth
- ❑ Infant illnesses, hospitalizations, drug therapies, breastfeeding
- ❑ Developmental assessment and immunization history

Disease Characteristics

- ❑ HIV Status: include most recent CD4 count and HIV viral load
- ❑ ART experience
- ❑ Other concurrent or recent treatment received for indication other than HIV/AIDS

Study Agent Information:

(If no study agent exposure, please refer to the protocol for reporting criteria.)

- ❑ Relationship to Primary AE
- ❑ Study Arm/Group (if applicable)
- ❑ Start/Stop Dates
- ❑ Dose, Route and Schedule of Administration
- ❑ Action Taken with Study Agent(s)/Date

Adverse Event Checklist (continued)

Have you provided the following information on the case?

Adverse Event Information:

- ❑ Primary AE Term
- ❑ Severity Grade
- ❑ Onset Date
- ❑ Status Code/Date
- ❑ SAE? (Y/N)
- ❑ Seriousness Criteria (select all that apply)
- ❑ Date of Death (if applicable)
- ❑ Country of Origin
- ❑ Expected? [SUSAR Reporting Category only] (Y/N)

Narrative (Refer to Quick Reference Card IIA for details):

- ❑ Relevant signs/symptoms
- ❑ Predisposing factors leading up to AE
- ❑ Diagnostic workup: physical exam, supporting labs, tests, and procedures
- ❑ Treatment provided for the AE (include treatment response)
- ❑ De-challenge/rechallenge of Study Agent(s)
- ❑ If hospitalization: include hospital records, discharge diagnosis, medications and medical follow-up
- ❑ Concomitant meds
- ❑ Past medical history, family history (include alcohol/tobacco/substance use)
  - ❑ Obstetric and gynecologic history (include previous maternal pregnancy complications/fetal-neonatal abnormalities and type, if applicable)
  - ❑ Infant developmental assessment and immunization history (if applicable)
- ❑ Adherence to Study Agent(s)
- ❑ Other supporting information

Before you send in the SAE/EAE, ask yourself the following:

- ❑ Is the information adequate?
  (i.e., is Primary AE term justified by supporting evidence?)
- ❑ What information is still pending?
- ❑ What additional information do I need to include?

DAIDS RSC Safety Office Contact Information

Email: DAIDSRSCSafetyOffice@tech-res.com

Safety Hotline: 1-301-897-1709 (International) or 1-800-537-9979 (U.S.)

This project has been funded in whole or in part with Federal funds from the Division of AIDS (DAIDS), National Institute of Allergy and Infectious Diseases, National Institutes of Health, Department of Health and Human Services, under contract No. HHSN272201000013C, entitled NIAID DAIDS Regulatory Support Center (RSC).