1.5. Monitoring NHS R&D Activity

1. Purpose and Scope of this Guidance Document

The aim of this document is to advise NHS organisations on how their NHS R&D Activity will be monitored, in order to assess progress against R&D Division, Welsh Government’s national NHS R&D objectives, key indicators and targets as outlined in the R&D Division Welsh Government’s Delivery Framework for Performance Management of NHS R&D.

This document is reviewed annually and is intended to be as helpful as possible. Any feedback on future editions of the guidance should be submitted to the Health and Care Research Wales Support Centre.

This guidance document should be read in conjunction with other guidance documents relating to NHS R&D Support and Delivery Funding.

2. Background: Roles and Responsibilities

2.1. Health and Care Research Wales Support Centre: Roles and Responsibilities

The R&D Division, Welsh Government’s Delivery Framework for Performance Management of NHS R&D advises that under the direction of the R&D Division, Welsh Government, the Health and Care Research Wales Support Centre is responsible for:

- providing R&D activity data\(^1\) which is held centrally and includes data from Health and Care Research Wales Clinical Research Portfolio (CRP), which also contributes to the NHS Research Performance Reports (see below).

- monitoring NHS organisation’s progress against the national NHS R&D objectives, key indicators and targets by monitoring R&D activity.

- reviewing whether NHS organisations are spending their Local Support and Delivery Funding in line with the R&D Division, Welsh Government’s guidance by monitoring R&D expenditure.

\(^1\) Note that for Health Boards, research activity data includes both primary and secondary care

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- reviewing whether NHS organisations are demonstrating accurate cost attribution in line with AcoRD for Wales.

This guidance document outlines how the Health and Care Research Wales Support Centre monitors NHS R&D activity in order to assess progress against national NHS R&D objectives, key indicators and targets.

The guidance on how the Support Centre will review whether NHS organisations are spending their Local Support and Delivery Funding in line with the R&D Division, Welsh Government’s guidance and AcoRD for Wales is described in guidance document 1.3. Monitoring the Use of Local Support and Delivery Funding.

As also outlined in the R&D Division, Welsh Government’s Delivery Framework for Performance Management of NHS R&D, the data provided by the Support Centre will be used to performance manage the Local Support and Delivery Funding.

The Support Centre also has a role in supporting NHS organisations to meet their NHS R&D objectives, key indicators and targets. The Support Centre is able to provide advice on how to achieve the key indicators and targets outlined in the Delivery Framework for the Performance Management of NHS R&D.

2.2. NHS Organisations’: Roles and Responsibilities

As outlined in the R&D Division, Welsh Government’s Delivery Framework for Performance Management of NHS R&D, R&D Directors are expected to decide strategically how to meet the national NHS R&D objectives and how to subsequently spend their Local Support and Delivery Funding within their Health Board or NHS Trust.

In line with these requirements, R&D Directors in NHS organisations are expected to review their R&D activity in the NHS Research Performance Reports relating to their organisation on a quarterly basis to assess their accuracy and inform their R&D strategy.

3. Key Principles

3.1. The use of centrally held data: NHS organisations’ progress against national NHS R&D objectives; key indicators and targets will be assessed through the monitoring of NHS R&D activity data. Wherever possible, activity data which is collected centrally will be used in order to enable consistency and to reduce the reporting requirements on NHS organisations.
3.2. **Ensuring data quality:** it is the responsibility of both NHS organisations across Wales and the organisation maintaining the data source to ensure the accuracy of the NHS R&D activity data. It is acknowledged that in some cases, the quality of the data will not be optimal and will require ongoing improvement. It is expected that NHS organisations will work together to improve the quality of the data.

3.3. **Sharing of NHS R&D activity data:** as outlined in the R&D Division, Welsh Government’s *Delivery Framework for the Performance Management of NHS R&D*, the R&D Division, Welsh Government is committed to sharing data and to the transparency of data. Therefore, NHS R&D activity data will be made available on the Health and Care Research Wales website.

4. **Purpose of Collecting NHS R&D Activity Data**

NHS R&D activity data is being collected in order to assess NHS organisations’ progress against the R&D Division, Welsh Government’s national NHS R&D objectives, key indicators and targets as outlined in the R&D Division, Welsh Government’s *Delivery Framework for Performance Management of NHS R&D*.

NHS R&D activity data is collated by the Support Centre and fed back to the R&D Division, Welsh Government through the NHS Research Performance Reports (see below).

5. **Mechanisms for Collecting NHS R&D Activity Data**

The majority of the NHS R&D activity data is currently collected through either ReDA Cymru, the Health and Care Research Wales CRP or Central Portfolio Management System (CPMS).


6.1. **Purpose and Use**

NHS Research Performance Reports are used to assess progress against the national NHS R&D objectives, key indicators and targets. They contain the R&D activity data which is collected centrally to assess NHS organisations’ progress.

The reports are circulated on a quarterly basis. A template for the NHS Research Performance Reports is populated with data held centrally.
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The Support Centre will send each NHS organisation their NHS Research Performance Report which contains their individual data. Once verified, the NHS Research Performance Reports will also be shared with the R&D Division, Welsh Government.

Individual NHS organisations will only receive data which relates to their organisations. However, this information can be made available at an NHS organisational level on request. R&D Division, Welsh Government will use the data within the NHS Research Performance Reports to assess progress against the national NHS R&D objectives, key indicators and targets.

6.2. Content

The NHS Research Performance Reports will contain R&D activity data relating to the following national NHS R&D objectives, key indicators and targets:

- **C.** To increase the quantity of high quality research being undertaken in NHS Wales
  - **C1.** Number of Health and Care Research Wales Clinical Research Portfolio (CRP) studies
  - **C2.** Number of commercially sponsored studies

- **D.** To increase the opportunity for NHS patients to participate in, and benefit from clinical trials and other well designed studies
  - **D1.** Number of patients recruited into Health and Care Research Wales Clinical Research Portfolio (CRP) studies
  - **D2.** Number of patients recruited into commercially sponsored studies

- **E.** To improve the efficiency of processes for research permissions, study set-up and delivery of research in NHS Wales
  - **E1.** Percentage of Health and Care Research Wales Clinical Research Portfolio (CRP) studies receiving NHS research permission within 40 calendar days
  - **E2.** Percentage of commercially sponsored studies receiving NHS research permission within 40 calendar days
  - **E3.** Percentage of Health and Care Research Wales Clinical Research Portfolio (CRP) studies recruiting the first patient within 30 calendar days of approval/ site initiation
  - **E4.** Percentage of commercially sponsored studies recruiting the first patient within 30 calendar days of approval/ site initiation
  - **E5.** Percentage of Health and Care Research Wales Clinical Research Portfolio (CRP) studies recruiting to time and target
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- **E6.** Percentage of commercially sponsored studies recruiting to time and target
- **E7.** Percentage of non-recruiting Health and Care Research Wales Clinical Research Portfolio (CRP) studies within NHS organisations
- **E8.** Percentage of non-recruiting commercially sponsored studies within NHS organisations

Please see the table at Appendix 1 for further information on the content of the NHS Research Performance Reports.

In addition to providing data for the Key Indicators listed, the Support Centre uses the NHS Research Performance Reports to facilitate the creation of other additional reports for different purposes. If any additional reports are made using the NHS Research Performance data, the NHS organisation whose data this concerns will be informed and provided with the same data report.

It is important to note that this does not mean any additional work for NHS organisations, as the usual data verification process will remain unchanged (see section 6.3 below).

### 6.3. Data Verification

Prior to the NHS Research Performance Reports being circulated, NHS organisations will have the opportunity to verify the data. The process for doing this is described below:

- Data obtained from national NHS R&D IT systems on the date of data cut (see below).
- Draft NHS Research Performance Reports developed and circulated to NHS organisations.
- NHS organisations review the draft NHS Research Performance Reports and send any queries to the Health and Care Research Wales Support Centre. NHS organisations should read this guidance document and details provided within the NHS Research Performance Report, particularly in terms of the content (Appendix 1) before raising queries.
- Once received, the queries are investigated by the Health and Care Research Wales Support Centre and responded to via the NHS Research Performance Report. Any amendments are made to the NHS Research Performance Reports accordingly.
- Final NHS Research Performance Reports are circulated to NHS organisations and the R&D Division, Welsh Government.
6.4. Frequency

NHS Research Performance Reports for individual NHS organisations will be circulated quarterly in accordance with the schedule outlined below.

6.5. Schedule

<table>
<thead>
<tr>
<th>Date of Report (Approx.)</th>
<th>Data Covering Period of Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Draft</td>
<td>Final</td>
</tr>
<tr>
<td>Week Ending:</td>
<td>Week Ending:</td>
</tr>
<tr>
<td>11\textsuperscript{th} August 2017</td>
<td>8\textsuperscript{th} September 2017</td>
</tr>
<tr>
<td>10\textsuperscript{th} November 2017</td>
<td>8\textsuperscript{th} December 2017</td>
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<tr>
<td>16\textsuperscript{th} February 2018</td>
<td>16\textsuperscript{th} March 2018</td>
</tr>
<tr>
<td>11\textsuperscript{th} May 2018</td>
<td>8\textsuperscript{th} June 2018</td>
</tr>
</tbody>
</table>

6.6. Data Cuts 2017/18

With regards to the data from the Health and Care Research Wales CRP, ReDA Cymru, and Central Portfolio Management System (CPMS), the data cuts will be taken 4 weeks after the quarter has ended. This means that NHS organisations should ensure that the data on the centralised systems are up to date at the point of the data cuts for example all recruitment data from the previous quarter must be uploaded within four weeks of that quarter’s end.
7. NHS Research Performance Reports: National

As well as the NHS Research Performance Reports which are developed at an NHS organisational level, the Support Centre will also produce national NHS Research Performance Reports demonstrating progress against NHS R&D objectives, key indicators and targets at a national level.

7.1. Purpose and Use

The national NHS Research Performance Reports will be used to assess progress against the NHS R&D objectives, key indicators and targets at a national level. They will contain the R&D activity data which is being collected centrally to assess NHS organisations’ progress, although this will not be at an individual NHS organisation level.

The reports will be developed by the Support Centre, and will be distributed on a quarterly basis. These reports will be made available on the Health and Care Research Wales website.

The R&D Division, Welsh Government will use the data within the NHS Research Performance Reports to assess progress against the national NHS R&D objectives, key indicators and targets. They will also be used to promote Wales as an attractive place in which to do research. In addition, this information will be used by the R&D Division, Welsh Government to report on the outcome measures relating to research set out in the NHS Outcomes Framework. More detail on this can be found in the *Delivery Framework for Performance Management of NHS R&D*.

7.2. Content

The content of the national NHS Research Performance Reports will be the same as the content of the reports for individual NHS organisations, as described above. However, the data will be presented at a national level.
7.3. Frequency

National NHS Research Performance Reports will be distributed quarterly in accordance with the schedule outlined above.

7.4. Schedule

The schedule for the distribution of national NHS Research Performance Reports is the same as the schedule for the reports for individual NHS organisations, as described above.

7.5. Data Cuts

The data cuts for collating data for the national NHS Research Performance Reports is the same as the schedule for the reports for individual NHS organisations, as described above.
## Appendix 1: Content of NHS Research Performance Reports

<table>
<thead>
<tr>
<th>Key Indicator</th>
<th>Data Source</th>
<th>Data Included</th>
<th>Data Excluded</th>
</tr>
</thead>
</table>
| **C1. Number of Health and Care Research Wales Clinical Research Portfolio (CRP) studies** | Health and Care Research Wales Clinical Research Portfolio (CRP) Central Portfolio Management System (CPMS) | Health and Care Research Wales CRP studies which are **open and recruiting** within the relevant time period.  
This includes information related to non-commercial studies stored on Central Portfolio Management System (CPMS) that have recruited at least one participant at the relevant site during the time period.  
The data is extracted from the CPMS on the date of the data cut. It is possible that additional recruitment data has been submitted from Welsh sites since the data was extracted. | Studies not registered onto the Health and Care Research Wales CRP at the agreed data cut time point will be excluded from the report.  
Performance reports will only record Welsh sites **open and recruiting** which have been uploaded onto the CPMS (viewed in the NIHR Open Data Platform (ODP)) at the agreed data cut time point. Sites not listed on CPMS at this time point will be excluded from measure against this key indicator. |
| **C2. Number of commercially sponsored studies** | NIHR RAG Report Commercial Companies | Commercially sponsored studies which are **open and recruiting** within the relevant time period.  
This includes information related to commercially sponsored studies stored on Central Portfolio Management System (CPMS) that have recruited | Performance reports will only record Welsh sites **open and recruiting** which have been uploaded onto the CPMS via the NIHR RAG Report at the agreed data cut |
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| D1. Number of patients recruited into Health and Care Research Wales Clinical Research Portfolio (CRP) studies | Health and Care Research Wales Clinical Research Portfolio (CRP) Central Portfolio Management | Participants recruited into Health and Care Research Wales CRP studies. This includes information related to non-commercial studies stored on Central Portfolio Management System (CPMS) that have recruited at least one participant at the relevant site during the time period. | Recruitment data for studies not registered on the Health and Care Research Wales CRP are excluded from the report. |

The data is extracted from the NIHR RAG Report which is provided by NIHR, via CPMS. It is possible that additional recruitment data has been submitted from Welsh sites since the data was extracted.

The Health and Care Research Wales Support Centre is also collecting commercial recruitment data directly from companies for those commercial studies that are not adopted or managed on the CPMS, so are able to identify those studies which are open and recruiting.

All commercially sponsored studies received by Health and Care Research Wales Research Permissions Service since July 2011, where NHS research permission has been granted.

Recruitment data for studies not registered on the Health and Care Research Wales CRP are excluded from the report.
### Guidance for NHS Organisations 2017/18

<table>
<thead>
<tr>
<th>D2. Number of patients recruited into commercially sponsored studies</th>
<th>System (CPMS)</th>
<th>The data is extracted from the CPMS on the date of the data cut. It is possible that additional recruitment data has been submitted from Welsh sites since the data was extracted.</th>
<th>the agreed data cut time point are excluded from the report.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Commercial Companies</td>
<td>Participants recruited into commercially sponsored studies within the relevant time period. This includes information related to commercial studies stored on Central Portfolio Management System (CPMS) that have recruited at least one participant at the relevant site during the time period.</td>
<td>Recruitment data provided to NIHR for upload onto the NIHR RAG Report after the agreed data cut time point are excluded from the report. Performance reports will exclude commercial studies not adopted or managed by CPMS if recruitment data is not provided directly to the Health and Care Research Wales Support Centre (though if the NHS organisation is able to provide this information, it will be included).</td>
</tr>
<tr>
<td></td>
<td>NIHR RAG Report</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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| E1. Percentage of Health and Care Research Wales Clinical Research Portfolio (CRP) studies receiving NHS research permission within 40 calendar days | ReDA Cymru | All Health and Care Research Wales CRP studies which have been granted NHS research permission during the relevant time period. | Studies submitted to the Health and Care Research Wales Research Permissions Service pre-01 April 2013 (introduction of ReDA Cymru clocks) will be excluded from measure against this key indicator. Studies not registered on the Health and Care Research Wales CRP by the agreed data cut time point are excluded from the report. Studies granted permission (NHS permission letters uploaded to ReDA Cymru) after the data cut |
E2. Percentage of commercially sponsored studies receiving NHS research permission within 40 calendar days

| ReDA Cymru | All commercially sponsored studies which have been granted NHS research permission during the relevant time period. |

Studies submitted to the Health and Care Research Wales Research Permissions Service pre-01 April 2013 (introduction of ReDA Cymru clocks) will be excluded from measure against this key indicator within the report.

Studies granted permission (NHS permission letters uploaded to ReDA Cymru) after the data cut time point will be excluded from the report.

Studies granted NHS permission outside the relevant time period will be excluded from the report.
### Guidance for NHS Organisations 2017/18

<table>
<thead>
<tr>
<th><strong>E3. Percentage of Health and Care Research Wales Clinical Research Portfolio (CRP) studies recruiting the first patient within 30 calendar days of approval/sit initiation</strong></th>
<th><strong>ReDA Cymru Health and Care Research Wales CRP Central Portfolio Management System (CPMS)</strong></th>
<th>Date of first patient recruited has been derived from CPMS recruitment data and so may not reflect the true commencement date of recruitment within an organisation if earlier recruitment records are missing from the CPMS data.</th>
<th>Only applies to studies which have recruited the 1st patient within the relevant reporting period. Those studies which are planning to recruit less than 1 patient per month are excluded from measure against this KI within the report (unless the target is achieved, in order to promote success in this area).</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>E4. Percentage of commercially sponsored studies recruiting the first patient within 30 calendar days of approval/site initiation</strong></td>
<td><strong>ReDA Cymru Commercial companies Central Portfolio Management System (CPMS)</strong></td>
<td>Date of first patient recruited has been derived from recruitment data provided by the NIHR RAG report via CPMS. Though this data is always provided as the 1st of the month that the recruitment took place, (rather than the exact date). The Health and Care Research Wales Support Centre will therefore require clarification from the NHS organisation to confirm whether this data is correct to ensure correct measure against this key indicator. The Health and Care Research Wales Support Centre is also collecting commercial recruitment data directly from companies for studies running in</td>
<td>Only applies to studies which have recruited the 1st patient within the relevant reporting period. Those studies which are planning to recruit less than 1 patient per month are excluded from measure against this KI within the report (unless the target is achieved, in</td>
</tr>
</tbody>
</table>
### E5. Open Studies:

**Percentage of Health and Care Research Wales Clinical Research Portfolio (CRP) studies recruiting to time and target**

<table>
<thead>
<tr>
<th>ReDA Cymru Health and Care Research Wales CRP Central Portfolio Management System (CPMS)</th>
<th>Welsh that are not adopted or managed by the CPMS.</th>
<th>order to promote success in this area).</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Health and Care Research Wales CRP Studies that are open to recruitment within the time period of the report. The planned duration of the study is measured at each NHS organisation individually and this data is initially taken from the Site Specific Information (SSI) form. If the planned end date taken from the SSI form has passed however, this information is taken from the CPMS. This information can be altered if deemed incorrect after validation by the NHS organisation. The planned recruitment target of the study is measured according to what has been agreed at each individual NHS organisation. This data is initially taken from the Site Specific Information (SSI) form. If the planned recruitment target is incorrect or has since changed however, this information can be altered if deemed incorrect after validation by the NHS organisation. For actual recruitment numbers achieved, the Health and Care Research Wales Support Centre will use data from the CPMS to measure the recruitment to Health and Care Research Wales CRP studies per NHS organisation. Studies not registered on Health and Care Research Wales CRP and any recruitment attributable to these studies are excluded from the report. Recruitment data uploaded to CPMS after the agreed data cut time point is excluded from the report. Studies that have any missing data sets which are required to calculate and evaluate performance against this key indicator, are excluded from measure against this key indicator. Missing data sets this includes are: recruitment targets &amp; planned recruitment end dates.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### E5. Closed Studies:

Percentage of Health and Care Research Wales Clinical Research Portfolio (CRP) studies recruiting to time and target

| ReDA Cymru | All Health and Care Research Wales CRP Studies that have been open to recruitment within the time period of the report and have closed during the time period of the report. Data on CPMS will be used to identify when studies have closed to recruitment and the actual close date of these. If the actual close date provided is before the time period of the report, the study will be removed from the report. This information can be altered if deemed incorrect after validation by the NHS organisation. The actual close date of study recruitment at an NHS organisation is initially taken from the Site Specific Information (SSI) form. If the planned recruitment data uploaded to CPMS after the agreed data cut time point is excluded from the report. Studies that have any missing data sets which | Studies which are not recruiting participants at NHS organisations. Studies not open to recruitment within the time period of the report. Primary Care studies are currently excluded from measure against this key indicator, due to the variation of recruitment targets used across Wales. |
end date taken from the SSI form has passed however, this information is taken from the CPMS. This information can be altered if deemed incorrect after validation by the NHS organisation.

The planned recruitment target of the study is measured according to what has been agreed at each NHS organisation. This data is initially taken from the Site Specific Information (SSI) form. If the planned recruitment target is incorrect or has since changed however, this information can be altered if deemed incorrect after validation by the NHS organisation.

For actual recruitment numbers achieved, the Health and Care Research Wales Support Centre will use data from the CPMS to measure the recruitment to Health and Care Research Wales CRP studies per NHS organisation.

E6. Open Studies.
Percentage of commercially sponsored studies
ReDA Cymru Commercial companies
All commercially sponsored studies that are open to recruitment within the time period of the report. The planned duration of the study is measured at

Recruitment data provided to NIHR for upload onto the NIHR RAG Report after the
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| Recruiting to time and target | Central Portfolio Management System (CPMS) | Each NHS organisation and this data is initially taken from the Site Specific Information (SSI) form. If the planned end date taken from the SSI form has passed however, this information is taken from the NIHR RAG Report provided by NIHR via CPMS. This information can be altered if deemed incorrect after validation by the NHS organisation.

The planned recruitment target of the study is measured according to what has been agreed at each NHS organisation. This data is initially taken from the Site Specific Information (SSI) form. If the planned recruitment target is incorrect or has since changed however, this information can be altered if deemed incorrect after validation by the NHS organisation.

For actual recruitment numbers achieved, the Health and Care Research Wales Support Centre will use data from the NIHR RAG Report, provided by NIHR, via CPMA, to measure the recruitment to commercial sponsored studies per NHS organisation on a quarterly basis.

The Health and Care Research Wales Support Centre is also collecting commercial recruitment data, including target recruitment data, directly from companies for studies open to recruitment in Wales not adopted or managed on the CPMS. |
|---|---|---|
| | | Agreed data cut time point are excluded from the report.

Studies that have any missing data required to calculate and evaluate performance against the key indicator are excluded from measure against this key indicator. Missing data sets include, recruitment targets & planned recruitment end dates.

Studies which are not recruiting participants at NHS organisations.

Studies that have not been open to recruitment within the time period of the report.

Primary Care studies are currently excluded from measure against this key indicator, due to variation of recruitment targets used across Wales.

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### Performance reports will exclude non NIHR CPMS studies if recruitment data is not provided directly to The Health and Care Research Wales Support Centre (though if the NHS organisation is able to provide this information, it will be accepted)

### E6. Closed Studies.

**Percentage of commercially sponsored studies recruiting to time and target**

<table>
<thead>
<tr>
<th>ReDA Cymru Commercial companies Central Portfolio Management System (CPMS)</th>
<th>All commercially sponsored studies that have been open to recruitment within the time period of the report and have closed during the time period of the report. Data provided via the NIHR RAG Report from CPMS will be used to identify when studies have closed to recruitment and the actual close date of these. If the actual close date provided is before the time period of the report, the study will be removed from the report. This information can be altered if deemed incorrect after validation by the NHS organisation. The actual close date of study recruitment at an NHS organisation is initially from the Site Specific Information (SSI) form. If the planned end date taken from the SSI form has passed however, this information is taken from the NIHR RAG Report via CPMS. This information can be altered</th>
</tr>
</thead>
</table>

Recruitment data provided to NIHR for upload onto the NIHR RAG Report after the agreed data cut time point are excluded from the report.

Studies that have any missing data required to calculate and evaluate performance against the key indicator are excluded from measure against this key indicator. Missing data sets include, recruitment targets & planned recruitment end dates.
The planned recruitment target of the study is measured according to what has been agreed at each NHS organisation. This data is initially taken from the Site Specific Information (SSI) form. If the planned recruitment target is incorrect or has since changed however, this information can be altered if deemed incorrect after validation by the NHS organisation.

For actual recruitment numbers achieved, the Health and Care Research Wales Support Centre will use data from the NIHR RAG Report, provided via the CPMS to measure the recruitment to commercial sponsored studies per NHS organisation on a quarterly basis.

The Health and Care Research Wales Support Centre is also collecting commercial recruitment data directly from companies for studies that have been open to recruitment in Wales not adopted or managed on the CPMS.

Primary Care studies are currently excluded from measure against this key indicator, due to the variation of recruitment targets used across Wales.

Performance reports will exclude non NIHR CPMS studies if recruitment data is not provided directly to The Health and Care Research Wales Support Centre (though if the NHS organisation is able to provide this information, it will be accepted).

| E7. Percentage of non-recruiting Health and Care Research Wales Clinical | ReDA Cymru | Health and Care Research Wales CRP studies that have received NHS permission but have closed to recruitment within the time period of the report and have not recruited a participant | Studies not registered on Health and Care Research Wales CRP are excluded from the report. |
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<table>
<thead>
<tr>
<th>Research Portfolio (CRP) studies within NHS organisations</th>
<th>Health and Care Research Wales CRP Central Portfolio Management System (CPMS)</th>
<th>throughout the duration of the study recruitment period. Data on CPMS will be used to identify when studies have closed to recruitment and the actual close date of these. If the actual close date provided is before the time period of the report, the study will be removed from the report. This information can be altered if deemed incorrect after validation by the NHS organisation. The actual close date of study recruitment at an NHS organisation is initially taken from the Site Specific Information (SSI) form. If the planned end date taken from the SSI form has passed however, this information is taken from the CPMS. This information can be altered if deemed incorrect after validation by the NHS organisation. For actual recruitment numbers achieved, the Health and Care Research Wales Support Centre will use data from the CPMS to measure the recruitment to Health and Care Research Wales CRP studies per NHS organisation on a quarterly basis.</th>
</tr>
</thead>
</table>

Recruitment data uploaded to CPMS after the agreed data cut time point are excluded from the report.

Studies that have any missing data required to calculate and evaluate performance against the key indicator are excluded from measure against this key indicator. Missing data sets include, recruitment targets & planned recruitment end dates.

Studies which are not recruiting participants at NHS organisations.

Studies not open to recruitment within the time period of the report.

Primary Care studies are currently excluded from measure against this key indicator, due to the
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| E8. Percentage of non-recruiting commercially sponsored studies within NHS organisations | ReDA Cymru Commercial companies Central Portfolio Management System (CPMS) | All commercially sponsored studies that have received NHS permission but have closed to recruitment within the time period of the report and have not recruited a participant throughout the duration of the study recruitment period. Data on the NIHR RAG Report via CPMS will be used to identify when studies have closed to recruitment and the actual close date of these. If the actual close date provided is before the time period of the report, the study will be removed from the report. This information can be altered if deemed incorrect after validation by the NHS organisation. The actual close date of study recruitment at an NHS organisation is initially taken from the Site Specific Information (SSI) form. If the planned end date taken from the SSI form has passed however, this information is taken from the NIHR RAG Report via CPMS. This information can be altered if deemed incorrect after validation by the NHS organisation. For actual recruitment numbers achieved, the Health and Care Research Wales Support Centre will use data from the NIHR RAG Report, provided via the CPMS to measure the variation of recruitment targets used across Wales. | Studies that have any missing data required to calculate and evaluate performance against the key indicator are excluded from measure against this key indicator. Missing data sets include, recruitment targets & planned recruitment end dates. Studies which are not recruiting participants at NHS organisations. Studies that have not been open to recruitment within the time period of the report. Primary Care studies are currently excluded from measure against this key indicator, due to the variation of recruitment targets used across Wales. |

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| | Recruitment to commercial sponsored studies per NHS organisation on a quarterly basis. The Health and Care Research Wales Support Centre is also collecting commercial recruitment data directly from companies for studies open to recruitment in Wales not adopted or managed on the CPMS. This includes studies where no recruitment has occurred. | Performance reports will exclude non NIHR CPMS studies if recruitment data is not provided directly to The Health and Care Research Wales Support Centre (though if the NHS organisation is able to provide this information, it will be accepted). |

Please note that NIHR publish CPMS recruitment data on their Open Data Platform (web based platform). This is the most up-to-date information source and NHS organisations are encouraged to register to use this application to investigate any discrepancies between NHS Research Performance Reports and locally held information. Additional training or advice regarding the Open Data Platform can be requested from Support Centre.