

Mont Blanc – Investigator Initiated Research (IIR): How to update an approved IIR?



For questions please contact support.montblanc@bayer.com.

Please note: All user names in Mont Blanc will consist of First Name.Last Name followed by the standard ending @Bayer.com (i.e., first.last@bayer.com). This username is not a valid email address. This username will give you access to the Bayer-developed system.

Contents

How to submit study updates.....	2
General Information:.....	2
Clinical Trial Registration:.....	3
Event Milestones:.....	3
Payment Milestones.....	3
Enrollment Metrics.....	3
Documents	4
Study Operations Manager (Site Personnel):.....	6
Study countries.....	6
IIR Budget	6
IIR Medicinal Product	7
Additional Study Drugs / Comparators	7
Investigator Log	7
How to submit a protocol amendment	7

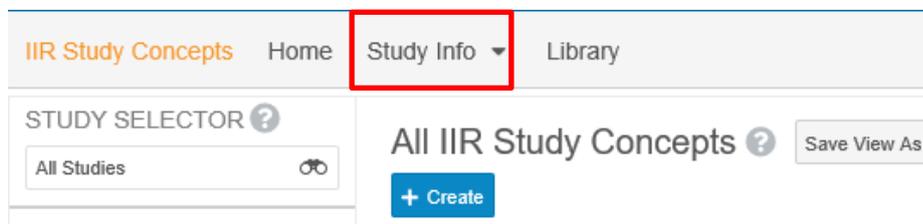
After successful login to [Mont Blanc](#), the approved study can be viewed and to provide updates to the study, please go to the section “[Study Info](#)”.

Mont Blanc – Investigator Initiated Research (IIR): How to update an approved IIR?



How to submit study updates

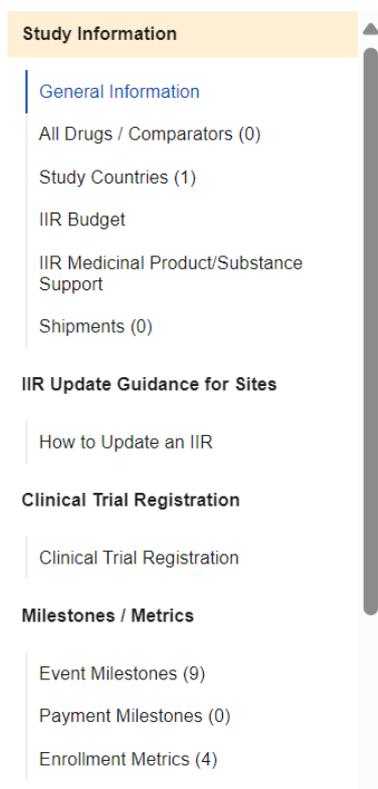
1. Please go to the section “Study Info”.



2. Click on the study number hyperlink, this brings you to the study.

Study Number	Study Type	Lifecycle State	Product
IIR-FR-00013 ★	Investigator Initiated Research	Candidate	BAY 597939, Rivaroxaban Factor Xa Inhibitor
IIR-FR-00012 ★	Investigator Initiated Research	Project / Trial Started	BAY 597939, Rivaroxaban Factor Xa Inhibitor

3. You will then find the following sections in Mont Blanc:



General Information:

This section shows the information that was entered in the study concept.

Mont Blanc – Investigator Initiated Research (IIR): How to update an approved IIR?



Clinical Trial Registration:

Here you can enter Clinical Trial Registration numbers like: EuDraCT, IND/ IND Exemptions, IRB Number, ClinicalTrials.gov or other country registration number



To enter a number, click on the  button in the upper right corner, then the information in this section can be entered. After you have entered the number(s), please click on “Save”.

Investigator Initiated Research: IIR-FR-00013 ★ CANDIDATE



▼ Clinical Trial Registration

EuDraCT	<input type="text"/>
IND / IND Exemptions	<input type="text"/>
IRB Number	<input type="text"/>
ClinicalTrials.gov	<input type="text"/>
Other Country Specific Registry Number	<input type="text"/>

Event Milestones:

To update planned or actual dates, please double click in the field that needs updating and select the new date from the calendar function.

Please note: the original finish date will not change after an updated new planned date or actual date has been entered.

▼ Event Milestones

Milestone ▲	Baseline Finish Date	Original Finish Date	Planned Finish Date	Actual Finish Date	Cc
1. EC / HA Approval, Animal...		31 Jul 2019	31 Jul 2019		
2. FPFV (IIR-FR-00013)		01 Aug 2019	08 Aug 2019		
3. LPFV (IIR-FR-00013)		19 Sep 2019	19 Sep 2019		
4. LPLV (IIR-FR-00013)		26 Sep 2019	26 Sep 2019		
5. Study Report (IIR-FR-00013)		31 Oct 2019	31 Oct 2019		
6. Trial Publication (IIR-FR-0...		31 Dec 2020	31 Dec 2020		
7. Study Closed (IIR-FR-000...		31 Dec 2020	31 Dec 2020		

Payment Milestones

This section is for your information only.

Enrollment Metrics

When patients have enrolled or completed treatment, please update the patient numbers directly in the table, by making a double click in the field. Please update only the row that contains the Study Country.

Mont Blanc – Investigator Initiated Research (IIR): How to update an approved IIR?



▼ Enrollment Metrics

+ Create Show in Tab

Metric ID	Metric Type	Planned	Actual	Study Country
Total Enrolled	Total Enrolled	<input type="text"/>		0 Belgium
Total Enrolled	Total Enrolled		0	0

The actual numbers from Study Country level will sum up on Study level automatically (overnight at the latest)

Metric ID	Metric Type	Planned	Actual	Study Country	Comments
Total Enrolled	Total Enrolled	100	25	Belgium	
Total Enrolled	Total Enrolled	0	0		
Total Completed	Total Completed	100	10	Belgium	
Total Completed	Total Completed	0	0		

Documents

In this section, all documents uploaded will appear in Mont Blanc for this study.

- To upload another one, please click on +Add

▼ Documents

+ Add Show in Library

Name	Documen...	Type	Subtype	Classifica...	Status
Budget	VV-01078	Study Conc...	IIR Documents	Budget	In Progress
CV	VV-01006	Study Conc...	IIR Documents	Investigator...	In Progress

- Click "Upload"

Search: Documents Scope ▼

+ Add filter All Documents ▼

Sort by Modified Date (Newest First) ▼ 1-19 of 19 of 1

Budget
VV-01078
IIR-FR-00013 IN PROGRESS

- Click "Choose" and select a document from your local drive.

Mont Blanc – Investigator Initiated Research (IIR): How to update an approved IIR?



Upload File (Step 1)

Upload new file

Choose

Choose document type

Search for and select a document type, subtype, or classification

Cancel Next

4. Choose a document type, by typing in a specific word like “protocol”, then click Next.

Upload File (Step 1)

Upload new file

Choose 2019_08_05_IIR to be migrated_v1_J.xlsx

Choose document type

Central Trial Documents > Product and Trial Documentation > Protocol

02.01.02 To describe the objective(s), design, methodology, statistical considerations and organization of a trial. Usually also gives the background and rationale for the trial, but these could also be provided in other protocol referenced documents. Includes Special Protocols.

Cancel Next

5. And click “Save”

Upload File (Step 2)

General*

Name* 2019_08_05_IIR to be migrated_v1_J

Title

Type Central Trial Documents

Subtype Product and Trial Documentation

Classification Protocol

Content* Non Confidential

Require Certified Copy? Yes No

Version 0.1

Study* IIR-FR-00013

Study Country Depends on Study

Study Site

Milestones

Upload another Cancel Save

6. Then you can upload another document or click “Close”.

Mont Blanc – Investigator Initiated Research (IIR): How to update an approved IIR?



Study Operations Manager (Site Personnel):

In this section, other Site Personnel can be given access to the study. This user first needs to complete the registration template on this portal <http://iirportal.bayer.com> before you can select them.

IIR Investigator / Site Personnel Registration

Principal Investigator (mandatory)	
First Name*	Last Name*
<input type="text"/>	<input type="text"/>
Country*	Degree
<input type="text" value="Select Country"/>	<input type="text"/>
Organization/Institution* (Select "Other" if the Organization is not listed)	
<input type="text" value="Select Organization/Institution"/>	
Department* (Select "Other" if the Department is not listed)	
<input type="text" value="Select Department"/>	

Site Personnel, e.g. Operations Manager, Coordinator, etc. who enters proposals on behalf of Principal Investigator (Optional)	
First Name	Last Name
<input type="text"/>	<input type="text"/>
Email	
<input type="text"/>	

Study countries

All participating countries should be added in this section.

Please click on the "Create" button to list another country.

▼ Study Countries

<input type="button" value="+ Create"/>	<input type="text"/>	<input type="button" value="Q"/>
Study Country Name ▲	Study Number	Country
France	IIR-FR-00013	France

IIR Budget

This section contains the information from the study concept but can be updated by the Bayer Responsible Person. The section is read only. If you would like to request a change, please contact the Bayer Responsible Person.

Mont Blanc – Investigator Initiated Research (IIR): How to update an approved IIR?



IIR Medicinal Product

This section contains the information from the study concept but can be updated by the Bayer Responsible Person. The section is read only. If you would like to request a change, please contact the Bayer Responsible Person.

Additional Study Drugs / Comparators

This section lists all additional study drugs / comparators that are used in the study as mentioned in the General information section. The section is read only. If you would like to request a change, please contact the Bayer Responsible Person.

Investigator Log

This section is the place where Bayer documents that an investigator has changed during the lifecycle of the study.

How to submit a protocol amendment

If you would like to submit an amendment to the protocol, please go to section “IIR Protocol Amendment” and click on the create button:

The screenshot shows a header for "IIR Protocol Amendment" with a dropdown arrow. Below it is a search bar with a magnifying glass icon and the text "Show in Tab". To the left of the search bar is a button with a plus sign and the word "Create", which is highlighted with a red rectangular box.

Then select the amendment category (Minor or Major) and click “Save”

- Major amendments include change to inclusion/exclusion criteria, primary endpoint and in study design (including drug dosage/exposure and number of study subjects)
- Minor amendments include e.g. change of contact details

The screenshot shows a "Details" section with a task bar at the top right containing "Cancel", "Save + Create", and a "Save" button with a checkmark, which is highlighted with a red box. Below the task bar is a dropdown menu for "Protocol / Amendment" with "Protocol Amendment" selected. Below that is another dropdown menu for "Amendment Category*", which is highlighted with a red box.

Then you will see another task bar, this is just a reminder not to forget to upload some documents. You can **complete** the task now or later, however, please upload the necessary documents under Attachments.

The screenshot shows a task bar with a warning icon (a triangle with an exclamation mark) on the left. To its right is the text "Please Upload Required Documentation 26 May 2021". On the far right of the task bar is a blue button with the word "Complete" in white text.

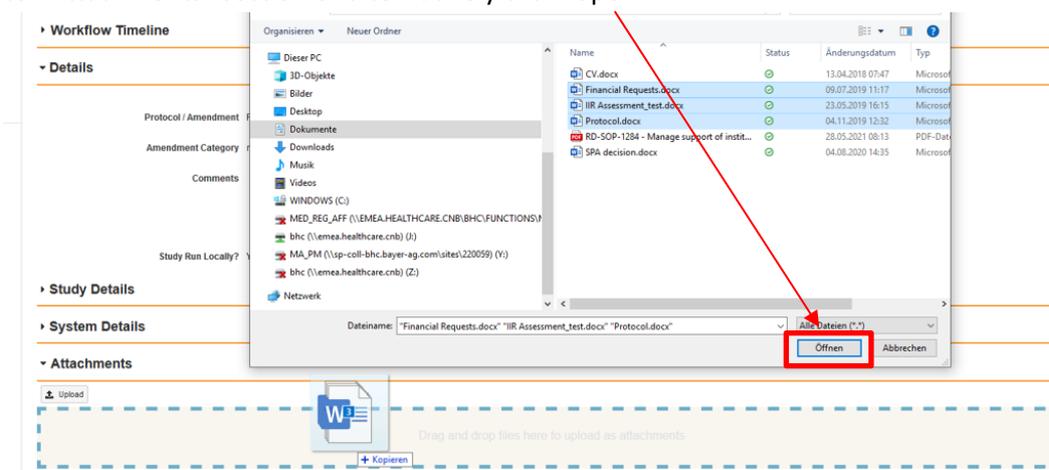
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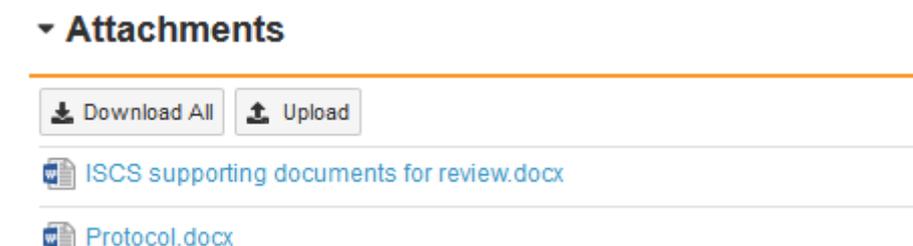
Go to Attachments, click “Upload”



Select documents from your local drive, you can upload more than one document and drag & drop it to “Attachments” section or alternatively click “open”



Once the documents are available at the latest then complete the task:



Now an email is sent to the IIR Responsible and will start the review cycle.

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