# Adverse Event and Serious Adverse Event Collection and Reporting

An adverse event is any untoward medical occurrence in a participant, whether or not it is causally related to the study. An adverse event can therefore be any unfavorable and unintended sign (including an abnormal laboratory finding, for example), symptom or disease temporally associated with the study. Adverse events will be recorded on the appropriate case report forms and source documents. The investigator and/or trained staff member will evaluate all adverse events as to their severity and relation to the test article. The severity of adverse events will be graded as follows:

* + - Mild: Awareness of a sign or symptom but easily tolerated.
    - Moderate: Discomfort sufficient to cause interference with usual activity or to affect clinical status.
    - Severe: Incapacitating with inability to do usual activity or to significantly affect clinical status.
    - Life Threatening: The participant was at immediate risk of death from the adverse event as it occurred.

The Investigator will also assess the relationship of any adverse event to study, based upon available information, using the following guidelines:

* + - 0 = Unlikely: No temporal association, or the cause of the event has been identified.
    - 1 = Possible: Temporal association, but other etiologies are likely to be the cause; however, involvement of the study procedures cannot be excluded.
    - 2 = Probable: Temporal association, other etiologies are possible, but not likely.

Adverse events will be assessed as to whether they were expected or unexpected. They will also be evaluated as to whether they were

* Definitely related to the study protocol
* Possibly related to the study protocol
* Not related to the study protocol

A serious adverse event is any experience that results in any of the following outcomes: death, is life threatening, inpatient hospitalization or prolongation of hospitalization, a persistent or significant disability/incapacity. Important medical events that may not result in death, be life-threatening, or require hospitalization may be considered a serious adverse event when, based upon appropriate medical judgment, they may jeopardize the patient or participant and may require medical or surgical intervention to prevent one of the outcomes listed in this definition.

Unanticipated problems are those that:

* Are unexpected in terms of nature, severity, or frequency, given (a) the research procedures that are described in the protocol-related documents and (b) the characteristics of the study population;
* Are related or possibly related to participation in the research suggest that the research places participants and others at greater risk of harm than was previously known or recognized

# Reporting:

Unanticipated problems and adverse events will be reported by the PI of the Pilot project to the PI of the Roybal Center and the head of the IRB at Northeastern. The Roybal Center PI will report the problems or events to the head of the IRB at Brandeis University and the NIA Program Officer, and the Safety Officer within 48 hrs by fax or email according to the Northeastern’s IRB written guidelines for interventional studies. Serious adverse events will be reported by the pilot PI to the Roybal Center PI and to the Northeastern IRB. The Roybal Center PI will report the events to the Brandeis IRB, the NIA Program Officer as well as the Safety Officer (See Section 3), within 24hrs by fax or email. A related written report will be submitted within 5 business days of learning of the event, and a submission of the incident to the IRB’s and Safety Officer will be completed within one week of learning of the event. This form will record any adverse symptoms and/or study protocol deviations.

All other adverse events/study incidents will be reported to the Northeastern IRB, Brandeis IRB, the NIA PO, and identified Safety Monitor, according to policy, within 5 business days of learning of the event. A related submission of the incident will be sent to the IRB’s system at Northeastern and Brandeis and the SO within one week of learning of the event.

All adverse events that are both serious (SAE) and unexpected (i.e., that have not been previously reported for the study's intervention) will be reported by the pilot PI and the Roybal Center PI to the IRB’s, NIA PO and to the SO, within 48 hours of the study's knowledge of SAE. The summary of all other SAEs will be reported to NIA PO and to the Safety Officer, quarterly, unless otherwise requested by the Safety Officer. All deaths in greater than minimal risk studies require expedited reporting (usually within 24 hours of study’s knowledge of death). The report of death will be submitted to NIA Program Officer and to the Safety Officer and the institutional IRB’s by the pilot PI and/or the Roybal Center PI.

The PI and Co-Is will be responsible for execution of this plan. As such, they will meet virtually and in person on a regular basis throughout the award period with the purpose of evaluating the plan. The items that will be evaluated at these meetings will be to 1) review the protocol and make decisions regarding change (especially related to safety); and 2) review study progress and data quality (i.e., integrity,

intervention efficacy). Several protocols for participant safety and data integrity are currently in place in our laboratories. However, should the need arise to report a serious adverse event, the appropriate form for the Northeastern University Institutional Review Board will be completed with copies forwarded to the NIH. Life- threatening adverse events will be reported within 24 hours and serious, but non- life-threatening adverse events will be reported within 3 days.