

Template Name:	List of permissible Self-Evident Corrections template
Template Number:	TPL/007/4
Version:	1.0



Centre for
Trials Research
Canolfan
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AZTEC
Self-Evident Correction Log
Version 1.0

Reference number	Self-evident correction
1	Date format can be changed to dd/mm/yyyy
2	The incorrect year can be changed to the current year if the mistake is obvious, e.g. if, at the start of a new year, a date is written as the previous year, the date can be corrected. This must be unambiguous.
4	Correct any misspelt words, as long as they are unambiguous.
5	For a yes/no question, if neither box is ticked but extra data is provided that clearly implies the answer is 'yes', e.g. a reason is given then the 'yes' box can be ticked.
6	When certain elements of dates have been left blank, or written as 'unknown', these can be amended to the following, as long as the dates are plausible and it does not apply to eligibility criteria or primary or secondary endpoint data: Unknown/08/1978 – write the day as 15 10 th /unknown/1978 – write the month as 7 Unknown/unknown/1978 – write as 01/07/1978
7	When none of the boxes for a question are ticked but the extra free text data has been completed, and the free text clearly implies which box should have been ticked, this box can be ticked.

Authorised by: Emma Thomas-Jones

Signature:

Position: Chief Investigator / Scientific Lead

Date:

11/07/2019

Authorised by:

Signature:

Position: Principal Investigator at site

Date: