**TRAINING LOG Template (*Trainee specific*)**

|  |  |
| --- | --- |
| CRS Number: *add CRS number* | Clinical Research Site (CRS) Name: *add CRS name* |
| Principal Investigator (PI)/ Investigator of Record (IoR): *add PI or IoR name, or delete if not applicable* | Protocol Number:  *add protocol number, or delete if not applicable* |
| Trainee Name: *add trainee name* | Trainee Role: a*dd trainee role* |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date of Training** *(DD/MMM/*  *YYYY)* | **Training Topic**  *(e.g. Protocol,*  *include version number and date of the respective document covered during the training.)* | **Training Delivery Method**  *(Self-Training/*  *Conference Call/ Face-to-Face)* | **Name of Trainer and Role** *(add “NA” in case of self-training)* | **Date and Signature of Trainer**  *(add “NA” in case of self-training)* | **Date and Signature of Trainee** |
| *Add date of training* | *Add training topic* | *Add training delivery method* | *Add Name of Trainer and Role or add “NA” in case of self-training* | *Add Trainer signature and date or add “NA” in case of self-training* | *Add Trainee signature and date* |
| *Delete/add rows as needed* |  |  |  |  |  |
| *Delete/add rows as needed* |  |  |  |  |  |