1. Purpose

To establish and describe the Office of Sponsor and Regulatory Oversight's (OSRO) Responding to FDA Clinical Holds policy.

2. Scope

2.1. OSRO in the Center for Cancer Research (CCR), National Cancer Institute (NCI) shall establish and control the policy.

2.2. Investigators, research team members, other departmental personnel, and external NIH collaborators and contractors when they are working on studies conducted under a CCR-held Investigational New Drug (IND) application or Investigational Device Exemption (IDE) under OSRO oversight shall comply with the policy.

2.3. Limitations

2.3.1. Personnel are not bound to this policy when working on non-IND or IDE studies and/or no interdepartmental collaboration with OSRO as Sponsor is required.

2.3.2. Nothing in this policy will supersede NCI, National Institutes of Health (NIH) or Health and Human Services (HHS) requirements.

3. Responsibilities

3.1. The Center for Cancer Research Management is committed to providing resources to meet the requirements for implementing a Responding to FDA Clinical Holds policy within OSRO and supporting its continual improvement.

3.2. OSRO personnel are responsible for understanding and using the Responding to FDA Clinical Holds policy.

3.3. The OSRO Director is responsible for establishing and maintaining the Responding to FDA Clinical Holds policy.

3.4. OSRO Sponsor and Regulatory Oversight Support (SROS) Contractor staff assisting OSRO Functional Groups are responsible for understanding the Responding to FDA Clinical Holds policy.

4. References

4.1. ICH E6(R2) Good Clinical Practice: Integrated Addendum to ICH E6(R1) Guidance for Industry (FDA), March 2018

4.2. 21 CFR 312.42 Investigational New Drug Application – Clinical holds and requests for modification

4.3. 21 CFR Part 812.30 Investigational Device Exemptions – FDA action on applications

5. Definitions

Refer to the OSRO Lexicon.

6. Policy

6.1. The Food and Drug Administration (FDA) issues clinical hold orders to the sponsor of a clinical trial to immediately suspend or impose restrictions on an ongoing or proposed clinical study (Reference 4.2).

6.1.1. The clinical hold will apply to one or more protocol filed under the IND/IDE.

6.2. Upon notification by the FDA that a clinical hold has been ordered for a clinical trial, OSRO Regulatory notifies the OSRO Director, OSRO Operations, the Principal Investigator(s) (PI) and the CCR Protocol Support Office.

6.3. OSRO Regulatory assesses the reason(s) for the clinical hold and works with the PI(s) to correct the deficiency(ies) and/or address the issues identified by the FDA.

6.3.1. OSRO Regulatory may amend the IND/IDE if warranted.

6.4. Relevant OSRO functional groups will review the response to FDA provided by the PI. If the response includes a change in protocol, the protocol amendment will be reviewed using the established process.

6.5. OSRO Regulatory submits a written response to the FDA addressing all issues and deficiencies.

6.5.1. The FDA has 30-calendar days to review the complete response to hold.

6.5.2. The clinical study may not resume until the FDA provides documentation that the hold has been removed.

6.5.3. OSRO Regulatory will notify the OSRO Director, OSRO Operation, PI, and collaborators when the FDA removes the clinical hold and will indicate whether any conditions have been imposed by the FDA.

6.6. OSRO Regulatory may request reconsideration of the clinical hold such as a Type A meeting.

7. Change Summary

Revision Number	Effective Date	Description of Change
1	08SEP2023	New Document