## What is CSP?

The National Institute for Health Research Coordinated System for gaining NHS Permission (NIHR CSP). It is a system which standardises and streamlines the process of gaining NHS Permission (also known as R&D approval) for commercial or non-commercial clinical research studies in England.

## Why use CSP?

- Efficient process for gaining NHS Permission
- Support and advice from the Local Clinical Research Networks (LCRNs)
- Access to NHS service support for non-commercial studies
- Single point of access, via the Integrated Research Application System (IRAS).

## What studies can be processed through CSP?

CSP is available for studies that are eligible for inclusion on the NIHR Portfolio. All applications, both commercial and non-commercial, are assessed to determine whether they are eligible to use CSP. Find out more at www.crn.nihr.ac.uk/portfolio_eligibility.

## Before you apply

- Confirm that the project is 'research'. Go to www.hra.nhs.uk/research-community/before-you-apply/determine-whether-your-study-is-research/ for guidance
- Contact your Lead LCRN and encourage participating teams to contact their LCRN for feasibility discussions
- Confirm participating teams are ready to be involved
- Determine what other approvals are required
- Visit IRAS at www.myresearchproject.org.uk for a checklist of the required submission documents.

## Simple time saving steps

- Apply for NHS permissions in parallel with ethics approval
- Get the Principal Investigator's support before sending out Site Specific Information (SSI) applications and let them know the SSI application is on its way
- Ensure any amendments are also included.

**For commercial applicants:**

- Use the Study Start-Up Routemap **www.crn.nihr.ac.uk/study_startup** for clear signposting for getting the approvals and permissions you need
- Use the unmodified clinical trial agreement **www.crn.nihr.ac.uk/agreements**
- Use the Industry Costing Templates **www.crn.nihr.ac.uk/costing** to assist with the costing process
- Contact your LCRN early to initiate contract/budget discussions.

Find out more at
**www.crn.nihr.ac.uk/csp**

Contact the CSP Helpdesk:
**crncc.csp@nihr.ac.uk**

Contact the CSP Unit:
**crncc.cspunit@nihr.ac.uk**

More information on LCRNs can be found at:
**www.crn.nihr.ac.uk/about_us**

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NHS
*National Institute for Health Research*

Clinical Research Network

# Gaining NHS Permission for clinical research

## A guide for researchers

**The Clinical Research Network - supporting research to make patients, and the NHS, better**

# Gaining NHS Permission for your clinical research study

More information about IRAS can be found at www.myresearchproject.org.uk

**Set up your project in IRAS, answering some basic questions on the IRAS Project Filter page**

Q3a must be "England" and Q5a or 5b must be "yes" in the IRAS Project Filter. If your answer to Q3a is not England please contact crncc.csp@nihr.ac.uk

If your answer to Q5a in the IRAS Project Filter is "no" and Q5b is "yes", complete the CRN Portfolio Application Form, as your study requires assessment for inclusion in the NIHR CRN Portfolio

**Complete a short CRN Portfolio Application Form in IRAS. Submit this through IRAS, selecting the LCRN that will support you through the CSP process**

If your answer to Q5a in the IRAS Project Filter is "yes" start completing your R&D application, as your study does not require assessment for inclusion in the NIHR Portfolio

**Within two working days, we will email you to confirm whether your study is able to use CSP**

Your study is assessed for inclusion in the NIHR Portfolio - you should receive confirmation of this decision within 30 working days

**Complete and submit your R&D application (form, associated documents and IRAS R&D form Checklist) through IRAS**

Within three working days we check that the R&D application is complete and email you to confirm

**Complete and submit your SSI application (form, associated documents and IRAS SSI form Checklist) through IRAS**

Within three working days we check that the SSI application is complete and email Principal Investigators

**Study-wide review is conducted once for each study. Local review covers the requirements at each participating site**

**The NHS Organisation will send you a permission letter and your study can then start at that site**

**KEY:**

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| LCRN | Local Clinical Research Network |
| CRN | Clinical Research Network |
| IRAS | Integrated Research Application System |
| SSI | Site Specific Information |