

COMBINE

Manual of Operations

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Appendix A: Data Management.....

1. Assessment Grids
2. Data Collection/Entry Checklist
3. Data Transfer Schedule
5. Instructions for Completing and Entering Specific Case Report Forms

Appendix B: Tools.....

1. Baseline
 - a. Informed Consent Checklist: *"Preparing Clients for Treatment in an Alcohol Research Setting"*
 - b. Patient Contact Information Sheet
 - c. Treatment Assignment Tool
 - d. Timeline: *"Your Role and Responsibilities as a Research Volunteer"*
 - e. Visit Schedules
 - f. Communication Grid
2. Follow-up
 - a. Template Letters (End of Treatment; Reporting to Authorities)

Appendix C: Concurrent Medication List.....

Appendix D: Clinical Care

1. Clinical Care Guidelines
2. Clinical Care Representatives

Appendix E: Training Center Procedures.....

1. Medical Management
2. Cognitive Behavioral Therapy
3. Form 90
4. On-Site Monitoring Checklists

Appendix F: Laboratory Manual.....

Appendix G. Data Management Manual.....