**PhEAST Working Practice Document**

**Title: Screening and Enrolment Log**, **No. 001**

Please review any presenting stroke patients within 2-31 days of onset for eligibility for the PhEAST trial. For any eligible patients who provide valid consent, either from themselves or a consultee, and thus successfully randomised, record on RF1 TA011 Participant Screening and Enrolment Log.

The log can be downloaded from the trial website and copied as required <https://stroke.nottingham.ac.uk/pheast/>.

Screening figures, specifically focusing on screen-failed patients, will be requested by the trial coordinating centre on a monthly basis, and should be sent via email (pheast@nottingham.ac.uk).

**Completing the Screening and Enrolment Log**

Ensure that the site details have been entered on the top of the log.

* **Entering patient details** – Please enter the unique identifier that your local site usually uses when completing enrolment log, i.e. hospital number, or name, etc**.**

The original logs should be retained in the investigator site file (not anonymised).

* **Date of Consultation-** Date reviewed / screened by team.
* **Entered into the trial** - Yes or No.
* **In No give reason -** This could be any of the trial exclusions. Examples include: out of time, out of hours, and recovered from dysphagia. This information is essential as it helps the statistician to identify patient footfall, local patient population, barriers to recruitment, and the effectiveness of the protocol in capturing the required data. This data will be collected and reported on during the Trial Steering Committee (TSC) meetings.
* **If yes, date consent obtained-** Date of enrolment.
* **Allocated trial number –** This is generated by the REDCap database when a new patient is entered. Format: C00X-0YYY.
* **Investigator Signature and date -** To be completed for all entries on the log.

If you have any questions please contact the PhEAST trial coordinating centre:pheast@nottingham.ac.ukor telephone **0115 823 1225.**