

eCOA Implementation Checklist to Avoid Study Startup Delay



Best Practices to Keep Study Startup on Track

The good news is that each of these risks can be managed with careful planning and strong communication:

- Set up strong, open communication from day one.
- Identify and track key milestones together.
- Confirm protocol stability before build starts.
- Get ahead of licensing, translation and linguistic validation.
- Plan device logistics as its own workstream.

eCOA Implementation Checklist

Use the questions below to check whether your study is set up to launch on schedule:

- ☐ Has the protocol been substantially finalized, or have key sections been agreed in principle, before build starts?
- ☐ Have milestones been identified and are they tracked in a recurring weekly meeting?
- ☐ Have licensing and copyright approvals for all scales been confirmed early?
- ☐ Have linguistic validation requirements been confirmed with each copyright holder?
- ☐ Have languages and rollout countries been prioritized and sequenced?
- ☐ Has English master content been finalized early enough to support translation timelines?
- ☐ Have device logistics, including UAT needs, been planned by country?
- ☐ Have UAT scripts and sign-off authority been agreed before testing begins?
- ☐ Are communication channels open during UAT, including a help line and cross-functional support?



Ready to see how this plays out for your program?

Book an eCOA Platform evaluation with uMotif today.

About uMotif

Putting patients first is in uMotif's DNA. The modern uMotif eCOA platform delivers faster, high-quality clinical trials and real-world studies by putting patients at the core of research. Combined with uMotif's robust site tools — including consent management, site productivity and trial awareness — the platform strengthens the patient-site relationship, which is key to improving eCOA compliance and retention. With cloud hosting in the U.S., Europe and China, the GCP, 21 CFR Part 11 and GDPR-compliant platform supports all study phases and indications. Visit www.umotif.com