

Instructions for the “letter of commitment” by a recruiting site

In the “letter of commitment”, each recruiting site must include a statement containing the following items:

- _Confirmation of intent to participate in the proposed study (indicate the study title and the name of the principal investigator);
- _Name and position of the person responsible for patient recruitment at the site;
- _Number of patients to be recruited at this site;
- _Plausibility check of the estimated patient number (indicate which sources were used such as personal estimate, previous studies, patient registry, hospital data management system, retrospective analysis of eligible cases in the last 12 months, etc.)

A PDF of the letter of commitment must be submitted via mySNF together with the full application by 1st November 2017. The SNSF accepts PDFs of e-mails containing the information above.