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Certified Clinical Data Manager (CCDM) Practice Exam

Question 1: What does Clinical Data Management primarily involve?

- A. Developing clinical protocols
- B. Ensuring accurate and timely collection, validation, and reporting of trial data
- C. Marketing clinical research findings
- D. Overseeing patient recruitment processes

Answer: B

Explanation: Clinical Data Management focuses on collecting, validating, and reporting trial data accurately and on time, which is essential for reliable study outcomes.

Question 2: Which stakeholder is primarily responsible for overseeing regulatory compliance of clinical trial data?

- A. Clinical Data Manager
- B. Sponsor
- C. Regulatory Bodies
- D. Site Investigator

Answer: C

Explanation: Regulatory bodies, such as the FDA, are charged with ensuring that clinical trial data meets regulatory standards.

Question 3: Which document outlines the procedures for data collection and management in clinical trials?

- A. Informed Consent Form
- B. Data Management Plan
- C. Clinical Study Report
- D. Investigator Brochure

Answer: B

Explanation: The Data Management Plan (DMP) details the procedures for data collection, validation, cleaning, and reporting throughout the trial.

Question 4: What is a key responsibility of a Clinical Data Manager?

- A. Designing marketing strategies
- B. Managing data validation and query resolution
- C. Recruiting study participants
- D. Developing new drugs

Answer: B

Explanation: Clinical Data Managers are responsible for data validation, ensuring data integrity, and managing queries to resolve discrepancies.

Question 5: Which guideline is commonly followed to ensure data quality in clinical trials?

- A. ICH-GCP
- B. ISO 9001
- C. Six Sigma

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SCDM CCDM Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none"> • Data Processing Tasks: This section measures skills of Clinical Systems Analysts and focuses on handling, transforming, integrating, reconciling, coding, querying, updating, and archiving study data while maintaining quality, consistency, and proper privileges over the data lifecycle.
Topic 2	<ul style="list-style-type: none"> • Design Tasks: This section of the CCDM exam measures skills of Data Managers and covers how to design and document data collection instruments, develop workflows and data flows, specify data elements, CRF forms, edit checks, reports, database structure, and define standards and procedures for traceability and auditability.
Topic 3	<ul style="list-style-type: none"> • Testing Tasks: This section measures the skills of Data Managers and involves creating test plans, generating test data, executing validation and user acceptance testing, and documenting results to ensure systems and processes perform reliably and according to specifications.
Topic 4	<ul style="list-style-type: none"> • Review Tasks: This section measures the skills of Data Managers and involves reviewing protocols, CRFs, data tables, listings, figures, and clinical study reports (CSRs) for consistency, accuracy, and alignment with data handling definitions and regulatory requirements.
Topic 5	<ul style="list-style-type: none"> • Coordination and Project Management Tasks: This domain evaluates the skills of a Clinical Systems Analyst in coordinating data management workload, vendor selection, scheduling, cross-team communication, project timeline management, risk handling, metric tracking, and preparing for audits.

SCDM Certified Clinical Data Manager Sample Questions (Q118-Q123):

NEW QUESTION # 118

Which is a minimum prerequisite that should be in place before choosing an EDC system?

- A. Knowledge of functional requirements
- B. Updated governance documentation
- C. Completed installation qualification
- D. Draft validation plan

Answer: A

Explanation:

Before selecting an Electronic Data Capture (EDC) system for a clinical trial, it is essential to have a clear understanding of the functional requirements. This serves as the minimum prerequisite to guide system selection, ensuring that the EDC solution aligns with the protocol needs, data workflow, security requirements, and regulatory compliance.

According to the Good Clinical Data Management Practices (GCDMP, Chapter: Computerized Systems and Compliance), functional requirements describe what the system must do-such as data entry capabilities, edit checks, query management, user roles, audit trails, and integration with external systems (e.g., labs, ePRO). This understanding allows sponsors and CROs to evaluate vendor systems effectively during the selection and qualification phase.

Other options:

B . Installation qualification and D. Validation plan occur after system selection.

C . Governance documentation supports operations but is not required before choosing the system.

Hence, option A is correct - the first and most essential prerequisite before EDC selection is a solid understanding of the functional requirements.

Reference (CCDM-Verified Sources):

SCDM GCDMP, Chapter: Computerized Systems and Compliance, Section 4.2 - Requirements Gathering and System Selection
FDA 21 CFR Part 11 - System Validation and Intended Use Requirements ICH E6(R2) GCP, Section 5.5.3 - Computerized System Selection and Qualification

NEW QUESTION # 119

In the transfer of obligations for a double-blind, multi-center trial, a sponsor has maintained the task of creating the randomization schedule. Who at the sponsor company should create the randomization schedule?

- A. The CRO biostatistician
- B. The sponsor's project statistical programmer
- C. The sponsor's project biostatistician
- **D. A sponsor's biostatistician not on the project**

Answer: D

Explanation:

In a double-blind clinical trial, the randomization schedule must be generated by an independent biostatistician not directly involved in study operations or data management to preserve study blinding and integrity.

According to ICH E9 and the GCDMP (Chapter: Regulatory Requirements and Compliance), randomization generation and blinding must be handled in a way that prevents bias or unintentional unblinding of study personnel. The sponsor's biostatistician not assigned to the project (Option C) is the appropriate person because they have the necessary statistical expertise but remain operationally independent from study execution.

A project biostatistician (Option D) or programmer (Option A) directly involved in data analysis could inadvertently compromise blinding. The CRO biostatistician (Option B) should not perform this function if the sponsor retains randomization responsibility.

Reference (CCDM-Verified Sources):

SCDM Good Clinical Data Management Practices (GCDMP), Chapter: Regulatory Requirements and Compliance, Section 6.4 - Randomization and Blinding ICH E9 - Statistical Principles for Clinical Trials, Section 5.4 - Randomization Procedures and Blinding FDA Guidance for Industry: Adaptive Design Clinical Trials for Drugs and Biologics, Section 4.3 - Maintaining Blinding Integrity

NEW QUESTION # 120

A Data Manager receives an audit finding of three different instances of simultaneous log-ins to the EDC system by the same site user. This was observed at three different sites. Which of the following is the best long-term response to the audit finding?

- **A. Refresher training for the offending users, re-communication of the binding nature of e-signatures to all users, routine monitoring for simultaneous log-ins from the same user**
- B. Requesting that the sites fire the offending users for a HIPAA violation and increasing the monitoring for the offending sites
- C. Removing all access to the system until the situation is resolved
- D. Acquiring technical controls from the same or a different system vendor that prevent simultaneous log-ins from the same user

Answer: A

Explanation:

The best long-term corrective and preventive action (CAPA) in this situation is a combination of user re-training, communication, and routine monitoring - as described in Option B.

According to the GCDMP (Chapter: Electronic Data Capture Systems) and FDA 21 CFR Part 11, user credentials and electronic signatures in clinical systems are legally binding and must be used only by the assigned individual. Simultaneous log-ins under the same credentials often indicate credential sharing, a compliance violation that must be addressed through user education, reinforced security policies, and ongoing system oversight.

While technical controls (option A) may be considered, behavioral and procedural reinforcement are the first lines of defense.

Options C and D are excessive and not aligned with proportional CAPA practices.

Reference (CCDM-Verified Sources):

SCDM Good Clinical Data Management Practices (GCDMP), Chapter: Electronic Data Capture (EDC) Systems, Section 7.1 - User Access, Authentication, and Training FDA 21 CFR Part 11 - Electronic Records and Electronic Signatures, Sections 11.10(i) and 11.200(a) ICH E6 (R2) Good Clinical Practice, Section 5.5.3 - Access Control and Audit Trail Requirements

NEW QUESTION # 121

Which is the most important reason for why a data manager would review data before a monitor reviews it?

- **A. Data can be viewed and discrepancies highlighted prior to a monitor's review.**
- B. The GCDMP recommends that data managers review data prior to a monitor's review.

- C. Data managers have access to programming tools to identify discrepancies.
- D. Data managers write the Data Management Plan that specifies the data cleaning workflow.

Answer: A

Explanation:

The primary reason data managers review data before a monitor's review is to identify and flag discrepancies or inconsistencies so that site monitors can focus their efforts more efficiently during on-site or remote source data verification (SDV).

According to the Good Clinical Data Management Practices (GCDMP, Chapter on Data Validation and Cleaning), proactive data review by data management staff ensures data completeness and accuracy by identifying missing, inconsistent, or out-of-range values. This pre-review helps streamline the monitoring process, reduces the volume of open queries, and enhances data quality.

Option A is true but not the main reason for pre-monitor review. Option C highlights a capability rather than a rationale. Option D is partially correct, but the GCDMP emphasizes process purpose, not prescriptive order. Thus, option B correctly captures the practical and process-oriented reason for early data review-to ensure data are ready and accurate for the monitor's review phase.

Reference (CCDM-Verified Sources):

SCDM GCDMP, Chapter: Data Validation and Cleaning, Section 5.3 - Data Review Timing and Purpose ICH E6(R2) GCP, Section 5.18 - Monitoring and Data Verification Requirements

NEW QUESTION # 122

A study budgeted forty hours allocated over the three months following first protocol draft for Data Management Plan (DMP) creation. If there is a problem with this approach, what is it?

- A. Forty hours is too little time to budget for DMP creation
- B. Forty hours is too much time to budget for DMP creation
- C. There is no problem with the approach
- **D. No time was allocated for maintenance of the DMP**

Answer: D

Explanation:

The main issue with this approach is that no time has been allocated for ongoing maintenance and updates of the Data Management Plan (DMP) throughout the study lifecycle.

According to the GCDMP (Chapter: Data Management Planning and Study Start-up), the DMP is a living document - it must be continuously maintained and updated as study procedures evolve, particularly after protocol amendments, database modifications, or changes in data validation or reconciliation procedures.

Budgeting only for initial creation (forty hours) over three months ignores the substantial effort required for DMP version control, stakeholder communication, and mid-study updates. These updates are mandatory to maintain compliance with ICH E6 (R2) GCP Section 5.5.3, which requires that all procedural documentation accurately reflect current practices.

Thus, the problem is not the time allocated for creation but the lack of planning for ongoing maintenance.

Reference (CCDM-Verified Sources):

SCDM Good Clinical Data Management Practices (GCDMP), Chapter: Data Management Plan (DMP), Section 5.3 - DMP Maintenance and Version Control ICH E6 (R2) Good Clinical Practice, Section 5.5.3 - Documentation of Data Handling Procedures FDA Guidance for Industry: Computerized Systems Used in Clinical Investigations - Section on Documentation Updates

NEW QUESTION # 123

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