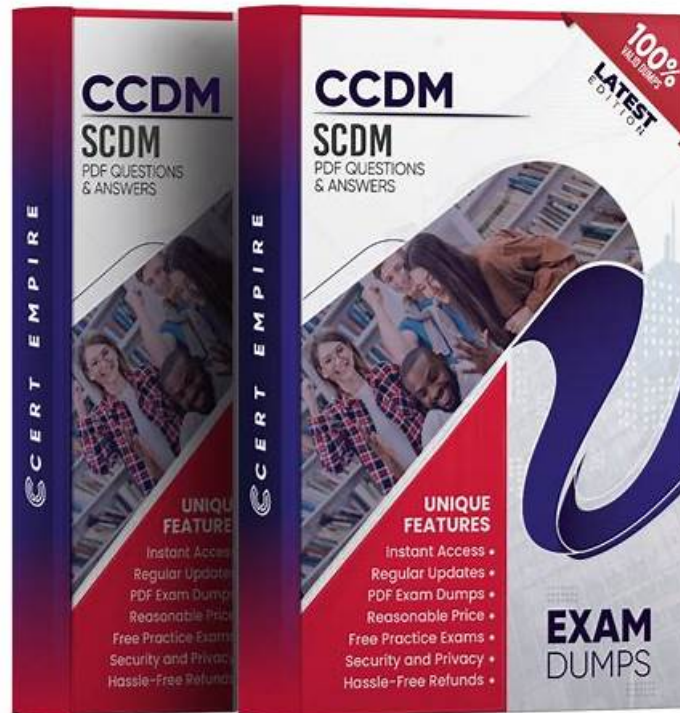


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SCDM CCDM Exam Syllabus Topics:

Topic	Details
Topic 1	<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.

Topic 2	<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 3	<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 4	<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 5	<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.

SCDM Certified Clinical Data Manager Sample Questions (Q34-Q39):

NEW QUESTION # 34

The Medical Dictionary for Regulatory Activities (MedDRA) structure is in which of the following hierarchical orders, from most specific to least specific?

- A. LLT, HLGT, PT, HLT, SOC
- **B. LLT, PT, HLT, HLGT, SOC**
- C. LLT, HLGT, HLT, PT, SOC
- D. LLT, PT, HLGT, HLT, SOC

Answer: B

Explanation:

The MedDRA (Medical Dictionary for Regulatory Activities) is a standardized medical terminology used for coding and analyzing adverse event (AE) and medical history data in clinical trials. Its hierarchical structure supports aggregation, analysis, and reporting across varying levels of medical specificity.

From most specific to least specific, the hierarchy is as follows:

Lowest Level Term (LLT): The most granular term, often reflecting the verbatim text reported by the investigator.

Preferred Term (PT): The standardized medical concept representing one or more LLTs describing the same condition.

High Level Term (HLT): A grouping of related PTs describing similar medical conditions.

High Level Group Term (HLGT): A broader grouping of related HLTs.

System Organ Class (SOC): The highest level of classification, grouping HLGTs by body system or etiology (e.g., cardiac disorders, infections).

Thus, the correct order - from most specific to least specific - is:

LLT → PT → HLT → HLGT → SOC, which corresponds to option D.

Reference (CCDM-Verified Sources):

SCDM GCDMP, Chapter: Medical Coding and Dictionaries, Section 5.2 - MedDRA Hierarchical Structure ICH M1 MedDRA Terminology Guide, Version 26.0 - Hierarchy Overview ICH E2B(R3) Guidelines - Clinical Safety Data Management

NEW QUESTION # 35

Data characterizing the safety profile of a drug are collected to provide information for which of the following?

- **A. Product labeling**
- B. Efficacy meta-analyses
- C. Quality of life calculations
- D. Survival curves

Answer: A

Explanation:

Safety data collected during a clinical trial are used primarily to support product labeling, ensuring accurate communication of a drug's risks, contraindications, and adverse reactions to healthcare providers and patients.

According to the GCDMP (Chapter: Safety Data Handling and Reconciliation) and ICH E2A/E2F guidelines, all adverse events (AEs), serious adverse events (SAEs), and laboratory abnormalities are analyzed and summarized to define the safety profile of an investigational product. These data form the basis for regulatory submissions such as the Clinical Study Report (CSR) and product labeling (e.g., prescribing information), as required by the FDA and other regulatory authorities.

While safety data may contribute indirectly to analyses such as survival curves (option A) or quality of life metrics (option D), their primary regulatory function is to inform product labeling and post-marketing surveillance documentation.

Reference (CCDM-Verified Sources):

SCDM Good Clinical Data Management Practices (GCDMP), Chapter: Safety Data Handling and Reconciliation, Section 4.3 - Use of Safety Data in Regulatory Submissions ICH E2A - Clinical Safety Data Management: Definitions and Standards for Expedited Reporting FDA Guidance for Industry: Adverse Event Reporting and Labeling Requirements

NEW QUESTION # 36

What is the purpose of providing the central laboratory vendor with a complete listing of subjects' demographic data?

- A. To assure that lab data for screening failure subjects have not been included in the lab data transmission
- B. To provide for an independent reconciliation of the patient and remote databases after database lock
- **C. To provide for an independent reconciliation of the patient and remote databases during study conduct**
- D. To assure that all subjects have lab data for valid visits

Answer: C

Explanation:

Providing the central laboratory vendor with a complete subject demographic listing allows ongoing reconciliation between the sponsor's EDC system and the vendor's laboratory database during study conduct.

The GCDMP (Chapter: External Data Transfers and Integration) emphasizes that subject reconciliation ensures that all laboratory data correspond to valid enrolled subjects and visits. Regular reconciliation throughout the study prevents data mismatches, missing results, or misassigned lab reports.

This proactive measure supports timely query resolution and data integrity across systems. Waiting until after database lock (as in option A) would delay corrections and risk inconsistencies. Options B and D address secondary benefits but not the primary purpose—ongoing subject-level reconciliation.

Thus, option C is correct.

Reference (CCDM-Verified Sources):

SCDM GCDMP, Chapter: External Data Transfers, Section 4.4 - Reconciliation and Vendor Communication ICH E6(R2) GCP, Section 5.5.3 - Data Management, Reconciliation, and Integration FDA Guidance for Industry: Computerized Systems Used in Clinical Investigations, Section 6.3 - External Data Management

NEW QUESTION # 37

The primary reason for system validation is to:

- **A. Prove the system being tested works as intended.**
- B. Fulfill the validation plan.
- C. Meet regulatory requirements.
- D. Allow a system to be used by its intended users.

Answer: A

Explanation:

The primary purpose of system validation in clinical data management is to demonstrate and document that the computerized system performs as intended—accurately, reliably, and consistently—throughout its lifecycle.

According to the Good Clinical Data Management Practices (GCDMP, Chapter on System Validation) and FDA 21 CFR Part 11, validation ensures that all system functions (e.g., data entry, edit checks, audit trails, security) work as designed, providing data integrity, traceability, and regulatory compliance. The focus is on fitness for intended use, meaning the system reliably produces correct and reproducible results in the context of its operational environment.

While meeting regulatory requirements (option C) and fulfilling a validation plan (option B) are components of the process, they are not the ultimate purpose. The essential goal is ensuring that the system performs as intended, maintaining accuracy and data integrity for clinical trial operations.

Reference (CCDM-Verified Sources):

NEW QUESTION # 38

What is the main reason 21 CFR Part 11 requires that EDC systems maintain an audit trail?

- A. To preserve the ability for modifications
- B. To preserve data availability
- C. To preserve data integrity
- D. To preserve source document verifications

Answer: C

Explanation:

The primary purpose of maintaining an audit trail as required under 21 CFR Part 11 is to preserve data integrity. According to the U.S. FDA's regulation on electronic records and signatures, every change to electronic data must be traceable, including information about who made the change, when it was made, and what the change entailed.

The Good Clinical Data Management Practices (GCDMP) outlines that an audit trail provides a permanent, chronological record of all modifications to clinical data. This ensures transparency and allows the reconstruction of the course of data entry and modification. The regulation aims to prevent unauthorized or undocumented data manipulation, thereby maintaining the accuracy, reliability, and validity of electronic records.

The FDA 21 CFR Part 11, Section 11.10(e) explicitly mandates that systems must use secure, computer-generated, time-stamped audit trails to independently record the date and time of operator entries and actions that create, modify, or delete electronic records. This ensures the data remains trustworthy and defensible in regulatory reviews or inspections.

Therefore, the main reason for requiring an audit trail is to preserve data integrity - ensuring that all data captured, modified, or transmitted is authentic, accurate, and complete throughout the study lifecycle.

Reference (CCDM-Verified Sources):

SCDM Good Clinical Data Management Practices (GCDMP), Chapter: Regulatory Compliance and Data Integrity FDA 21 CFR Part 11 - Electronic Records; Electronic Signatures, Section 11.10(e) ICH E6 (R2) Good Clinical Practice, Section 5.5.3 - Data Integrity and System Validation

NEW QUESTION # 39

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The Certified Clinical Data Manager (CCDM) certification exam is one of the hottest and most industrial-recognized credentials that has been inspiring beginners and experienced professionals since its beginning. With the Certified Clinical Data Manager (CCDM) certification exam successful candidates can gain a range of benefits which include career advancement, higher earning potential, industrial recognition of skills and job security, and more career personal and professional growth.

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