

Instructions for Completing the Training Log

This log is used to document training of all staff involved in the study. Each staff member must confirm that they have received appropriate training before being involved in any study-related tasks. This can be performed on role level in combination with roster upon request.

How to complete the log:

- **Name & Role:** Write your full name and your role in the study (e.g., Study Nurse, PI, Sub-Investigator, includer).
- **Training Date:** Enter the date you received the training.
- **Training Method:** Specify how the training was provided (e.g., live meeting, online training, practical demonstration).
- **Areas Covered (1–5):** Indicate which areas you were trained in by entering the corresponding numbers from the list below.
- **Trainee Signature:** Sign to confirm that you have completed the training.
- **Trainer/PI Signature:** The trainer or PI signs to confirm that training has been provided.

Training Areas (1–5)

1. **Screening** – procedure, inclusion/exclusion criteria
2. **Inclusion/Randomization** – process and eCRF
3. **Study specific routines in ICU** – treatment, care pathway, and protocol-specific requirements
4. **Follow-Up** – process and eCRF
5. **Device training** – practical handling of the study equipment

