

## Types of data checks

### Range

These checks will ensure that data are within a specified expected range. For example, normal laboratory reference ranges. These checks are normally performed electronically.

### Consistency

These checks will ensure the data is consistent between different sections of the database. For example the dates entered for medication used to treat an adverse event should be consistent with the data entered for the adverse event, including the type of event and the time when it occurred. These checks are normally performed manually.

### Protocol

These checks will ensure that the subjects meet the inclusion and exclusion criteria for the study and that the protocol schedule is being followed. For example, are all study visits completed within the pre-defined window period?

### Accuracy

These checks will ensure that a data item has been recorded correctly. For example have data been correctly transcribed from the source document?