IDS is a service center, core facility, and joint venture of the Perelman School of Medicine and UPHS, supported by user fees, providing research pharmacy services to the entire Penn Community.

**Important Information for Sponsors, Monitors and Study Team**

IDS Scheduling: www.med.upenn.edu/apps/ids/scheduler

Join the IDS LISTSERV to receive alerts for important information!
https://lists.upenn.edu/cgi-bin/wa?SUBED1=IDS-ADMIN

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<table>
<thead>
<tr>
<th>Facilities</th>
<th>Central</th>
<th>Smilow</th>
<th>North</th>
</tr>
</thead>
<tbody>
<tr>
<td>Controlled R/T (20-25 °C)</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>Refrigeration (2-8 °C)</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
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<tr>
<td>Freezer (-20 °C)</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>Freezer (-80 °C)</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>Liquid Nitrogen (-180 °C)</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
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<tr>
<td>Emergency Generators</td>
<td>✔️</td>
<td>✔️</td>
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<tr>
<td>Quarantine</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>USP &lt;800&gt; Compliant</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
</tbody>
</table>

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**SECURITY**
Central & Smilow: Electronic locks, cameras
North: Key/code combination locks, cameras

**DELIVERIES**
IDS delivers to clinics or infusion suites with an electronic chain of custody. Charges may apply depending on the distance. If picking up directly from IDS, must present a PennCard or UPHS ID (CHOP and Wistar Staff - obtain a courtesy PennKey).

**TEMPERATURE MONITORING**
Electronic and continuous charts uploaded into Vestigo™
Central & Smilow: Comark
Smilow & North: Aeroscout

**RECORDKEEPING**
Electronic and Vestigo™. Must request electronic access during visit. Both FDA and EMEA consider IDS logs to be valid source documents.

**ARCHIVAL**
Documents maintained for minimum of 20 years.
IDS uses the Penn Records Center:
www.archives.upenn.edu/urc/urc.html

**VISIT SCHEDULING**
All visits must be scheduled in advance (use APP). Minimum notice: SIV - 10 days IMV/COV - 5 days
IDS requires 4 weeks’ notice before first enrollment.

**cGMP/cGLP (IDS CENTRAL ONLY)**
Formulation, compounding, manufacturing and customized packaging and labeling expertise, as well as a product testing lab (no human samples)

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**Staff Directory**

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