



SOP 2
**ALCOHOL STUDIES: POST-SESSION SAFETY FORMS,
STAYING BEHIND AND TAXI HOME**

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Definitions/Abbreviations	
SOP	Standard Operating Procedure
CRF	Case Report Form

1. PURPOSE:

- To provide step-by-step instruction to all persons conducting studies in which alcohol is given to the participant, to ensure their safety after the session.

2. PERSONNEL REQUIRED AND LEVEL OF EXPERTISE:

- Investigator or research team (no training required).

3. MATERIALS AND EQUIPMENT REQUIRED:

- Post session safety form
- Access to phone
- Contact info for taxi including budget code

4. PROCEDURE:

4.1 When

At the end of any session in which participants have or may have received alcohol.

4.2 How:

4.2.1. Informed Consent

Participants should know in advance of study sessions that they may receive alcohol (including the dose), so that they can make the necessary arrangements.

4.2.2 Unblinding

Where possible, the participant should be unblinded as to whether he/she received alcohol and should be given information on the dose they received.

4.2.3. Warning

The researcher should verbally remind the participant who has/may have received alcohol not to drive, operate heavy machinery or engage in any other activity considered hazardous after alcohol consumption.

4.2.4. Post-session safety form

The participant should be asked to read and sign the post-session safety form. This should state the amount of alcohol they receive and tell participants that they should refrain from engaging in any activity that is considered hazardous after drinking alcohol.

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4.2.5. Staying behind

The researcher should recommend that the participant stays behind and allows the effects of alcohol to wear off.

If the participant says that they would like to stay behind, take them to a quiet place within the building. The researcher should stay within close proximity of the participant in case they require assistance. The researcher should ask the participant how they are feeling every 10 mins and remind participant that they can have a taxi home, if they wish.

If you require any assistance or guidance, call the TARG lab phone on 07957334265.

4.2.5. Taxi home

The researcher should also offer the participant a taxi home. Take the participant to reception 12a Priory Road and ask Ian/Megan to arrange a taxi. You should provide the project budget code for Ian/Megan to charge the cost to.

You should then email your project supervisor with details of the booking (name of person travelling, date, destination and budget code it was charged to).

5. TROUBLE SHOOTING:

Problem	Solution
Any problems	<p>TARG Laboratory phone: 07957334265.</p> <p>Marcus Munafò (0117) 954 6841 internal 46841 Marcus.Munafò@bristol.ac.uk</p> <p>Angela Attwood (0117) 331 7450 internal 17450 Angela.Attwood@bristol.ac.uk</p> <p>Ian Harrison / Megan Hurse (0117) 928 8450 psych-school@bristol.ac.uk</p>