PRE-IND MEETING PACKAGE

TITLE

PIND Number

Name of Sponsor, Affiliations

X Professor, Department

DUKE UNIVERSTIY

Durham, NC

Date of Submission

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ABBREVIATIONS

# APPLICATION NUMBER

*If unknown, write not applicable.*

# PRODUCT NAME

*For example:*

1. *“Drug XY”-name of the drug*
2. *“Biologic XY”-name of the biologic such as vaccine construct*

# CHEMICAL NAME AND STRUCTURE

*The chemical name, established name, and/or structure.*

*Examples:*

1. *“Drug XY is a 24-amino-acid peptide with a sequence:...”*
2. *“Drug XY is a protease inhibitor protein, whose main function is to …”*
3. *“Drug XY is chemically described as (chemical formulation). Drug XY has a molecular weight (Mr) and empirical formulation is (emp. formulation). The structural formula is provided below (paste the formula below)”*
4. *Biologic XY is a 1 and 2 region deleted adenoviral vector expressing “this and that” human cDNA…”*

# PROPOSED REGULATORY PATHWAY

*(e.g., 505(b)(1), 505(b)(2))*

# PROPOSED INDICATION

*Or context of development*

*Examples:*

*“Treatment of ZW Syndrome”*

# DOSAGE AND ADMINISTRATION

## Dosage Form

## Route of Administration

## Dosing Regimen

*(Frequency and duration)*

# PEDIATRIC STUDY PLANS

*If applicable*

# HUMAN FACTORS ENGINEERING PLAN

*If applicable*

# COMBINATION PRODUCT INFORMATION

*If applicable, include constituent parts, including details of the device constituent part, intended packaging, planned human factors studies.*

# LIST OF SPONSOR ATTENDEES

*A list of all individuals, with their titles and affiliations, who will attend the requested meeting from the requester’s organization, including consultants and interpreters.*

# BACKGROUND

## History of Development Program

*A brief history of the development program and relevant communications with the FDA before the meeting.*

## Substantive Changes to Development Plans

*Substantive changes in product development plans (e.g., new indication, population, basis for a combination), when applicable.*

## Current Status of Product Development

# PURPOSE OF MEETING

*A brief statement summarizing the purpose of the meeting and identifying the type of milestone meeting (e.g. Pre-IND meeting).*

*Examples:*

1. *“The requested meeting is a Pre-IND meeting to discuss the overall “Drug XY” development program including preclinical, product and clinical issues as well as the study protocol for initial Phase I study for the treatment of “ZW indication””*
2. *“This meeting is to discuss the design of a clinical study to evaluate the safety and effectives of “Drug XY””*

*“This meeting is to discuss preclinical, product, and clinical issues for Phase I and overall drug development program for the “Drug XY””.*

# PROPOSED AGENDA

Introductions 5 min

Discussion of questions submitted 20 min

Discussion of issues identified by the Agency 30 min

Summary of conclusions reached at the meeting 5 min

# LIST OF QUESTIONS FOR DISCUSSION

*A list of the final questions for discussion grouped by FDA discipline and with a brief summary for each question to explain the need or context for the question. Questions regarding combination products should be grouped together.*

Agreement from FDA is sought on the following questions:

## Administrative (Delete if there are no questions in this area)

*Example questions:*

1. *Are GLP animal toxicity studies performed in China acceptable to the Agency?*
2. *We plan to submit IND for the Drug XY (or biologic) and a separate IND for the related Drug XXYY (or biologic). After assessing a safety of each drug in each cohort of patients, we propose to study both drugs in combinations. Can the protocol for this combination drug study be submitted to one of the INDs and just cross-reference the second?*

## Quality (Delete if there are no questions in this area)

*Example question:*

1. *We have developed an in vitro potency assay for release and to monitor stability of the drug product, but do not feel that the assay is yet sufficiently precise and accurate to use to dose in our clinical study (see Section…). Therefore, we are planning to dose the XY drug by weight. Is this plan acceptable?*

## Nonclinical (Delete if there are no questions in this area)

*Example questions:*

1. *Section 3. outlines our proposed non-clinical studies. Is the list of studies and the proposed timing of studies acceptable?*
2. *Given the extensive toxicology data already available for the “Drug XY”, and the extensive clinical testing demonstrating safety of the “Drug XY”, is a formal animal toxicology study necessary?*
3. *We propose to perform a 5-dose infusion toxicity study in rabbits. Is this study acceptable to support the 5-dose initial Phase I clinical study?*

## Clinical (Delete if there are no questions in this area)

*Example questions:*

1. *In our initial Phase I study, we propose a multiple dosing paradigm (see section…). Is this clinical study design acceptable?*
2. *Is dosing with Drug XY at concentrations that are proposed acceptable as long as no serious adverse events are observed?*
3. *In our Phase I clinical trial design, we propose to enroll 3 healthy volunteers at each dose in this dose-escalation study design (for details, see section…). Is this study design acceptable?*
4. *Mechanistically, we feel that Drug XY will have an effect in both “this and that” patient population. We would like to pursue a clinical plan that enrolls both patient populations using different inclusion/exclusion criteria and potentially different outcomes. Is this approach acceptable to the Agency?*
5. *The protocol proposes to treat patients for a prolong period of time. Is continuous dosing of Drug XY acceptable as long as there is no serious adverse events associated with the use of the drug?*
6. *In the Section…we propose a detailed plan for managing adverse events should those occur. Does the FDA agree with this plan?*
7. *Independent data safety monitoring will be performed by Dr. John Doe, who is an expert in the field and who has no involvement with the investigation. It is proposed that the safety data assessment will be performed each time five additional subjects have been enrolled to the study. Is this frequency of review acceptable?*
8. *Is the draft informed consent acceptable?*
9. *If in the opinion of the Primary Attending Physician, the patient lacks decision making capability at the time of the initial screening visit, may consent be obtained from the surrogate?*
10. *Does a surrogate need a special consent or may we use the same consent using the wording “patient and surrogate” or “you and your love one”?*
11. *The protocol requires assessment of heart rate, oxygen saturation and blood pressure to be performed every 4 hours after loading dose. Is this acceptable?*
12. *Protocol proposes the increase of the Drug XY loading dose every 30 min. Is this rate of increase acceptable?*
13. *If a randomized control placebo study shows a statistically significant difference in the two proposed parameters, would the Agency consider this as evidence of efficacy?*

# DATA TO SUPPORT DISCUSSION

*The meeting package should provide summary information relevant to the product and any supplementary information needed to develop responses to issues raised by the requester or review division. It is critical that the entire meeting package content support the intended meeting objectives and the questions in Section 14. The meeting package content will vary depending on the product, indication, phase of product development, and issues to be discussed.*

*Protocols, full study reports, or detailed data generally are not appropriate for meeting packages.*

*Data to support the discussion should be organized by FDA discipline and question.*

## Quality – Manufacturing and Control

*If the investigational drug has been marketed, this section may be covered by providing the Package Insert of the drug or referencing the label. Alternatively, you can cover this section with a ‘letter of authorization’ if using a drug provided by a commercial company.*

### Quality Data and Support

*Provide information regarding the chemistry of the drug substance, such as:*

1. *A description of the drug substance, including its physical, chemical, or biological characteristics*

*Provide information regarding the drug product, such as:*

1. *Name and address of the manufacturer*
2. *List of all components, which may include reasonable alternatives for inactive compounds, used in the manufacture of the investigational drug product, including both those components intended to appear in the drug product and those which may not appear but which are used in the manufacturing process*

### Synopsis of Proposed Quality Plans

*Drug Substance:*

1. *The general method of preparation of the drug substance*
2. *The acceptable limits and analytical methods used to assure the identity, strength, quality, and purity of the drug substance; and information sufficient to support stability of the drug substance during the toxicological studies and the planned clinical studies.*

*Drug Product:*

1. *Where applicable the quantitative composition of the investigational drug product, including any reasonable variations that may be expected during the investigational stage;*
2. *A brief general description of the manufacturing and packaging procedure as appropriate for the product*
3. *The acceptable limits and analytical methods used to assure the identity, strength, quality, and purity of the drug product; and information sufficient to assure the product’s stability during the planned clinical studies*

## Nonclinical

### Nonclinical Data and Support

*Summarize all relevant preclinical/in vitro/animal studies that have been completed, and include a general overview of those results. A table could be used to highlight important information.*

### Synopsis of Proposed Nonclinical Studies

*Describe the preclinical/nonclinical study designs that are planned to support the clinical studies, and highlight the objectives and predicted outcomes of each. Specify whether studies will or will not be done according to GLP.*

## Clinical

### Clinical Data and Support

*The material in this section should summarize the results of relevant human studies and clinical trials with some degree of quantification, and any conclusion about clinical trials that resulted.*

### Synopsis of Proposed Clinical Studies

*Include a synopsis of the proposed clinical study/studies listing the objectives, study design, inclusion/exclusion criteria, and clinical endpoints.*

*If ready, one can add proposed clinical protocol and draft of informed consent.*

## References

# APPENDIX

*If applicable.*