

# **SCTO Validation Platform**

## **Business Processes Risk Assessment**

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This document is an integral component of the SCTO Validation Platform

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**i** Document development, review and version history

**Development and Review**

Authored/revised by:

| Name                           | Date       |
|--------------------------------|------------|
| Michael Coslovsky <sup>1</sup> | 2025-01-01 |

**Version History**

| Version | Date       | Author(s)         | Summary of Changes |
|---------|------------|-------------------|--------------------|
| 1.0     | 2025-01-01 | Michael Coslovsky | Initial version    |

This is an explanation and 'dictionary' for the Business Processes Risk Assessment tool of the platform.

The file is structured as a process following the steps below:



The variables of decision are:

- Risk area

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- Risk Subarea
- Impact of risk (A):
  - Minor (1 point)
  - Major (3 points)
  - Critical (6 points)
- Likelihood (A): how likely is the event to take place (before mitigating actions are in place):
  - Unlikely (1 points)
  - Possible (2 points)
  - Likely (3 points)
- Risk A = multiplication of impact x likelihood
- Risk A category: categorization of Risk according to points received in Risk A
  - 1-2: Low (green)
  - 3-8: Medium (yellow)
  - ≥9 High (red)
- Detectability A: how fast and easily is the risk effect detected, potentially before consequences (before mitigating actions are in place):
  - High (easy to detect, 'jumps' to the eye immediately)
  - Medium (is detectable if one pays attention or examines this point specifically with a critical eye)
  - Low (hard to detect, only detectable if rigorously and specifically looking for problems)
- Priority A: The 'final' risk category and priority in need for handling (i.e., before mitigating actions). Is conditional on the Risk-A category and on the Detectability A according to the PharmaSUG suggestion (Figure 2) using for "risk class" the defined Risk Category A
- Risk treatment: the mitigating actions that can be implemented. Examples of possibilities are provided. Mitigating actions may:
  - Reduce the likelihood of a risk to occur
  - Increase the likelihood of detection of the risk occurring
- Risk analysis after treatment:
  - Impact = the same as the impact in the risk assessment (does not change)
  - Likelihood B: The likelihood of the risk to happen (Once mitigating actions are in place)
  - Risk B: the calculated risk based on impact and the new likelihood
  - Detectability B: the new detectability (Once mitigating actions are in place)
  - Priority B: Final, residual, priority of the risk (once mitigating actions are in place)
- Risk monitoring: TO BE FILLED per CTU according to local SOPs and guidelines (local QM)

The business processes risk assessment is available here .