

# **RegulatoryConnect guidance**

### Navigating the RegulatoryConnect portal

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### **RegulatoryConnect Portal – the service**

The RegulatoryConnect portal will provide greater transparency and visibility for regulatory assessments for industry. The functionality will let industry users log in using existing MHRA submission credentials and access RegulatoryConnect, where they will be able to:

- Use the Applications page to track the status of an application and see which stage it is at.
- Use the Current Granted View page to view live authorisation details, including status, key data and documents held against existing licences.

These services are available to those making applications to the MHRA on behalf of their organisation as an administrator or user.

Future functionality and features will be added to RegulatoryConnect later in the year, including the ability to submit applications and variations to the MHRA through the service.

Please note that if you receive any server errors, it is recommended that you try to log out of the service and log back in as a first attempt of remediation.

## **Using the Applications page**

The Applications page provides you with the capability to track your case and removes the need to contact MHRA to check the status of submitted applications. You will be able to see information relating to applications submitted by the organisation(s) that you are affiliated with.

The service will show the status of any pending submissions (excluding information updates and Periodic Safety Update Reports (PSURs)), and the latest granted submission for all live authorisations. Historically cancelled licences will not be displayed. You will also not be able to see the actual data that has been submitted for in-flight submissions. The data shown will be refreshed every 24 hours.

Please note that cases will only be displayed when they enter the validation stage on MHRA systems. As such, the data shown on the portal is not synchronous with the submissions portal and there may be a delay with cases being displayed on the portal. In subsequent releases, as submission processes are integrated on the Regulatory Connect portal, cases are expected to be visible from the point of submission.

The applications page has several sort and filter options available to help you to find the information that you're looking for.

- At the top of the results section, you can use the arrows to sort information for example, you can sort by most recently received
- On the left-hand side of the page, you can use the Licence/Case number search box to directly search for a licence or case number that you are looking for (minimum 3 characters). Please note that there needs to be a space between PL and the rest of the case number
- The left-hand side of the page also has multiple filters where you can narrow down listed applications to a specific view

Filters	4983 Results		
Licence/Case number	Case number	Date received ▼	Submission status
Type to search	Q PL 99000/8326 - 0001	29 Feb 2024	GRANTED
	PL99000/8324-0001	28 Feb 2024	AWAITING ASSESSMENT
	PL 99000/8325 - 0001	28 Feb 2024	GRANTED
✓ <u>Status</u>	PL 99000/0866 - 0001	27 Feb 2024	GRANTED
	PL 99000/8234 - 0002	27 Feb 2024	ASSESSMENT
✓ Licence	PL 99000/8234 - 0003	27 Feb 2024	AWAITING ASSESSMENT
Application type	PL 99000/8234 - 0004	27 Feb 2024	ASSESSMENT
	PL 99000/8234 - 0005	27 Feb 2024	DATA VALIDATION

Above: screenshot of the Applications page, including the filters available to users.

### Applications

#### Remove all filters

From company X 3 PHARMALAB	S PLC (RAMAS LAUNCH ONL	Y)	
For status X Awaiting Assessment	nt		
Filters	304 Results		
Licence/Case number	Case number	Date received ▼	Submission status
Type to search	PL 99000/8330 - 0001	6 Mar 2024	AWAITING ASSESSMENT
	PL 99000/8327 · 0001	5 Mar 2024	AWAITING ASSESSMENT
	PL 99000/8329 - 0001	5 Mar 2024	AWAITING ASSESSMENT
✓ <u>Status</u>	PL 99000/8309 - 0002	4 Mar 2024	AWAITING ASSESSMENT
1 Selected	PL 99000/8324 - 0001	28 Feb 2024	AWAITING ASSESSMENT
Assessment	PL 99000/8234 - 0003	27 Feb 2024	AWAITING ASSESSMENT
<ul> <li>Awaiting Assessment</li> </ul>	PL 99000/8315 - 0001	15 Feb 2024	AWAITING ASSESSMENT
Awaiting EU info (PLPI)	PL 99000/0742 - 0015	14 Feb 2024	AWAITING ASSESSMENT
Awaiting RFI Response	PL 99000/0742 · 0017	14 Feb 2024	AWAITING ASSESSMENT
Awaiting VCR Response	PL 99000/0742 · 0019	14 Feb 2024	AWAITING ASSESSMENT
Data validation	PL 99000/8304 · 0003	8 Feb 2024	AWAITING ASSESSMENT
Determination	DI CR 00000/0148_0000	7 Eeb 0004	

Above: screenshot showing filters applied to the Applications page. You can see the filters added at the top of the screenshot. These can be removed by clicking the cross shown next to each filter.

## **Using the Current Granted View page**

The Current Granted View (CGV) page surfaces key data for live authorisations. It is accessible from the Applications page and provides information related to a specific licence selected. For product licences, the dataset shown is based on the same data shown through RAMA XL as well as key documents. The following data is currently visible:

- Product details
- Formulation
- Packaging
- Documents Summary of Product Characteristics (SPC), Patient Information Leaflet (PIL) & labels.

For process licences (PcL), the service displays a subset of certification data for in-scope licence types.

#### PL 99000/8326 Current Granted View

3 PHARMALABS PLC (RAMAS LAUNCH ONLY)

Current Granted View (CGV) provides information about the licence selected.

⊙ Show all sections

**Product details** 

⊘ Show

Formulation 1

⊘ Show

Packaging 1

⊘ Show

Documents

⊘ Show

Above: screenshot of the Current Granted View page, displaying section headings which reflect the information available within this view.

### Using the contact form

The RegulatoryConnect contact form provides support for queries relating to the RegulatoryConnect portal and services. General MHRA queries and questions related to other systems and services (for example, MHRA Submissions) should continue to be raised through existing support channels.

The contact form can be used for:

- Account issues
- Regulatory advice

The contact form should *not* be used for:

- Assessment timeframes
- Variation groupings

Please note that this contact form should not be used to make grouping requests. Please continue to send requests to the <u>Variation Queries mailbox</u> in line with the guidance available <u>on the MHRA website</u>. The team that monitors responses to the contact form will be unable to provide individual advice regarding timelines for specific applications.

Help	and	con	tact
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Befo	ore you	proceed	
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	Related Content
Please note, this form should only be used for queries related to services on	MHRA Home Page
RegulatoryConnect. Any queries related to other systems and services (for	MHRA submissions
example, the rhuman intedictines Fordal) should not be raised micough this form. For queries related to grouping requests, please continue to send requests to the Variation Queries malbox in line with the guidance available on the MHRA website.	Other ways to contact MHRA
Additionally, we are unable to provide individual advice regarding timelines for specific applications.	
All of the fields below are required.	
Enquiry Category:	
Choose category 🗸	
Sub-category	
Choose sub-category 🗸	
Contact type	
Choose contact type 🗸	
Fullname	
Email address	
Your message	
1.	
You have 2000 characters remaining	

Send

Above: screenshot of the contact form available on RegulatoryConnect.

## **Providing feedback on RegulatoryConnect**

Your feedback will help us understand your experiences of the RegulatoryConnect portal.



Above: screenshot of a link to the feedback form for RegulatoryConnect.

The feedback link can be accessed as shown above. This will direct you to a short survey that will help inform future functionality and service improvements.

This first release enables customers to:    This first release enables customers to:  Track the status of applications View live authorisation details Please fill out the short survey to tell us more about your experiences of using the RegulatoryConnect portal. Your feedback will help us understand your experiences of the RegulatoryConnect portal, and inform future decisis and developments made by MHRA.  Contact type Industry Regentry (Academia	Regulat (MHRA)	oryConnect, is a new IT system being developed by the Medicines and Healthcare products Regulatory Agen to modernise its existing regulatory IT systems and make our regulatory services more streamlined.
Track the status of applications     View live authorisation details  Please fill out the short survey to tell us more about your experiences of using the RegulatoryConnect portal.  Your feedback will help us understand your experiences of the RegulatoryConnect portal, and inform future decisie and developments made by MHRA.  1. Contact type Industry Research / Academia	This firs	t release enables customers to:
Please fill out the short survey to tell us more about your experiences of using the RegulatoryConnect portal. Your feedback will help us understand your experiences of the RegulatoryConnect portal, and inform future decisis and developments made by MHRA.	• Ti • V	ack the status of applications iew live authorisation details
Your feedback will help us understand your experiences of the RegulatoryConnect portal, and inform future decisis and developments made by MHRA.	Please f	ill out the short survey to tell us more about your experiences of using the RegulatoryConnect portal.
		whack will bein us understand your experiences of the Regulatory( onnect nortal, and inform future decision
	and dev	edback will help us understand your experiences of the RegulatoryConnect portal, and inform future decision relopments made by MHRA.
Bessarch / Acadomia	and dev	edback will help us understand your experiences of the RegulatoryConnect portal, and inform future decision velopments made by MHRA.
O Research Academia	1. Con	edback will help us understand your experiences of the RegulatoryConnect portal, and inform future decision velopments made by MHRA.

Above: screenshot of the RegulatoryConnect feedback form.

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