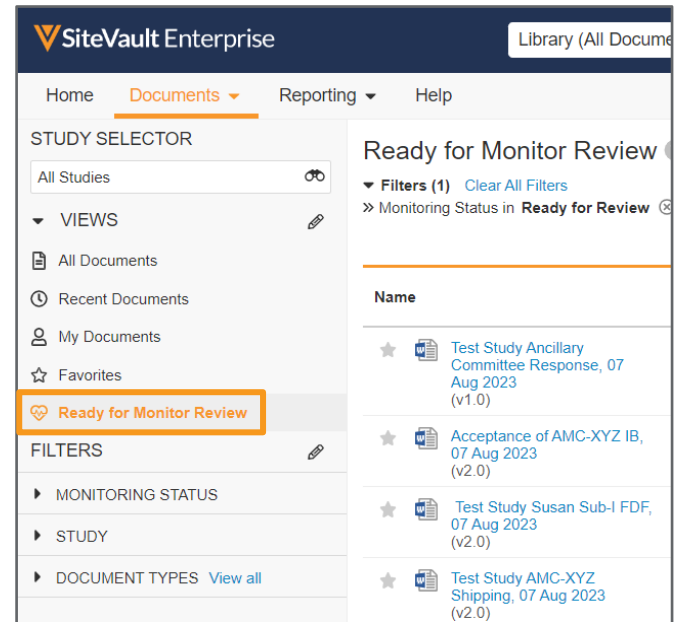# Monitoring with SiteVault

Veeva SiteVault

SiteVault makes monitoring study documents quick and efficient, in an environment with site-controlled access, by offering greater transparency for documents which are ready and available for review through use of monitoring workflows and dashboards.

- **Sites provide monitors direct access to their SiteVault,** to allow for convenient monitoring of documents

- **Monitors can access SiteVault on-site or remotely** to help facilitate timely review

- **Monitors can view, annotate, and notify sites of any document issues** through a monitoring review workflow which cuts down on duplicating review efforts between monitoring visits

- **System security protects both the site and the monitor**, by ensuring monitors will only have access to relevant and applicable files for their review

- **Monitor access can be easily removed** by the site and can be scheduled ahead of time

Common Questions

What limitations are in place to protect both the site and the monitor(s) during review?

Monitor access and review is limited within SiteVault to help ensure the correct documentation is being reviewed and to prevent accidental exposure to or downloading of confidential information.

- <u>Monitors cannot</u> edit, upload, or delete documents

- <u>Monitors cannot</u> view documents in a draft state

- <u>Monitors cannot</u> view financial documents (such as contracts or budgets)

- <u>Monitors cannot</u> download participant source documents

What specific documents can monitors access?

Sites add monitors to SiteVault as external users to specific studies, granting them read-only access to steady state versions of applicable documents. Monitors are unable to view draft versions of documents.

See the [Document Type Reference Spreadsheet](#) to learn more about which documents a monitor will have access to within SiteVault and what that access includes.