Pre-Submission Program and Meetings with FDA Staff

AMDM IVD Pre-Submissions Workshop
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J. Allen Hill
Office of In Vitro Diagnostics and Radiological Health

Pre-Submissions have Broad Applicability

- Future submission can be a PMA, 510(k), De Novo, or IDE
- Can address many types of sponsor questions, the more specific the better (more on this later)
- Can be useful at different stages of product development

Pre-Submissions Reduce Sponsor Uncertainty

- Find out how FDA views your device development
- Earlier interaction can be the most cost-effective
- When differences arise, work towards win-win approaches

Get Feedback before Conducting a Study if You are Unsure

- Examples: When your device …
  - Has a new intended use
  - Contains new technology
  - Includes a new analyte or is a multiplex device capable of simultaneously testing a large number of analytes
  - Presents new clinical questions
  - Presents complex data/statistical questions
  - Presents a significantly new approach to analytical or clinical study designs or analyses
  - Uses a predicate or reference method that is unclear or uncertain
  - Does not fall clearly within an established regulatory pathway

Review the Info FDA has for You before Submitting a Pre-Submission

- **The Pre-Submission Guidance**
  - *Requests for Feedback on Medical Device Submissions: The Pre-Submission Program and Meetings with FDA Staff*
    - Final issued February 18, 2014
    - http://www.fda.gov/downloads/MedicalDevices/DeviceRegulationandGuidance/GuidanceDocuments/UCM311176.pdf
- **eCopy Program**
  - The page contains links to Guidance, video, FAQ, and tools, including a validation module https://www.fda.gov/MedicalDevices/DeviceRegulationandGuidance/HowtoMarketYourDevice/ucm370879.htm
- **Optional form 3514**
  - Be clear about what you're submitting, who you are, and whom we should contact – optional because a good cover letter can have all this
  - https://www.fda.gov/downloads/AboutFDA/ReportsManualsForms/Forms/UCM080872.pdf

Tips for Successful Meetings with FDA

Specific Questions are needed to get Specific Feedback

- What's not OK:
  - "Here are 20-pages of my protocol; is this acceptable?"
- OK to ask about specifics of a proposed indication for use
  - population ("normal", previously diagnosed)
  - monitor, diagnose, initial screen, confirm
  - OTC, prescription, near patient
  - sample type
  - examples of clinical use

Pre-Sub Questions can Narrow Your Uncertainty

- Analytical Studies
  - Does FDA agree with the proposal for use of contrived samples in analytical studies described in Section X?
  - Does FDA agree with the proposal for incorporating additional sites in place of a day to day component in the precision study?
  - Are the proposed study designs for demonstrating precision and accuracy adequate to support use of the assay in the Phase 3 clinical study?
- Clinical Studies
  - As described, the clinical study will recruit patients at multiple sites in the EU and the US. Are the EU sites for this study acceptable?
- Predicate device
  - Do you have concerns with the proposed predicate device described?
- *Caution*:
  - A pre-sub is not a dry run for a marketing application or IDE

Successful Pre-Sub Meetings take Planning and Focus

- Provide FDA sufficient information to get a complete picture of your device and intended use
- Focus the meeting on what you want to get out of it
  - Not the time for the company history or its management
  - Allow 2/3 of the time for discussion, so your presentation should be about 1/3 of the time
- Bring a dedicated attendee to take notes
- Summarize action items at the close of the meeting; ask for clarification if needed

Q-Submissions cover a variety of interactions

- Pre-Submissions are one of several interactions to which FDA assigns a tracking number beginning with the letter “Q”

Type	Features
Pre-Submission	Opportunity for sponsor to obtain FDA feedback prior to an intended marketing application or IDE
Submission Issue Meeting	To discuss deficiencies identified during a premarket review
Informational Meeting	To share information with FDA without expecting feedback
Study Risk Determinations	Risk determination for a prospective study
PMA 100-day Meeting	To discuss the review status of a PMA that has been submitted
Formal Early Collaboration Meetings	Agreement Meetings and Determination Meetings
EAP Designation Requests	Early Access Program, Breakthrough Devices

Questions?

Avoid Common Omissions when You Submit Your Pre-Sub

- Your cover letter should make clear that you are submitting a **pre-submission** and want either a **meeting** (telecon or face-to-face) or **written feedback**
  - Meeting requests get written feedback a few days prior to the meeting
  - Meeting requests should include 3 or more potential dates
  - If this is a follow up to a previous Pre-Sub, include the number of that Pre-Sub
- Describe your device and what it does
  - Describe the physical, chemical, and/or biological principles
  - Describe the software and other device components
  - You may have been working on it for years, but we only have what you tell us
- Provide your current indications for use or the clinical use of your devices
  - For example, the analyte(s) and disease condition monitored, diagnosed, or screened
- Your study design(s) and protocol(s)
- The specific questions you want FDA to answer relevant to your planned marketing application

Q-Submission Nomenclature – Amendments and Supplements

- ***Amendments*** contain additional information about an existing request for feedback, for example:
  - Slides
  - Agenda updates
  - Meeting minutes
  - Meeting minutes disagreements
  - Change of Sponsor/Correspondent – when whom we should contact changes
- ***Supplements*** contain NEW requests for feedback on the same device/indication, for example:
  - Original request for feedback on planned bench testing
  - S001 request for feedback on clinical plan