



▶ The Martinique **Biological** Resource Centre (**CeRBIM**) is organised in such a way as to promote national and international basic and applied scientific research, with due respect for ethics and human rights.

It ensures that :

- ✚ Samples are stored in optimal conditions to preserve their quality.
- ✚ The associated data are stored in a dedicated database with automated processing of patient information in compliance with the General Data Protection Regulation.
- ✚ Samples are made available anonymously to users.

▶ CeRBIM is committed to continuous quality improvement



It has obtained :

- standard NFS 96-900
 - ✚ 12 April 2017: Initial cycle
 - ✚ 19 March 2020 renewal



Exclusion: Duplication of Biological Resources

→ To standard :

- NF EN ISO 9001** version 2015 : Quality Management System
- NF EN ISO 20387** version 2020: General requirements for biobanking
- ✚ **29 March 2023**



Exclusion from the scope of certification
Chapter 8.3 of the NF EN ISO 9001 standard

✚ → CeRBIM is registered under the BRIF number: **BB-0033-00099**.

This number is used as a reference for citations when CeRBIM is involved in research.

✚ → Obtaining the Performance 3-CR mark: Essential  on 15 April 2024

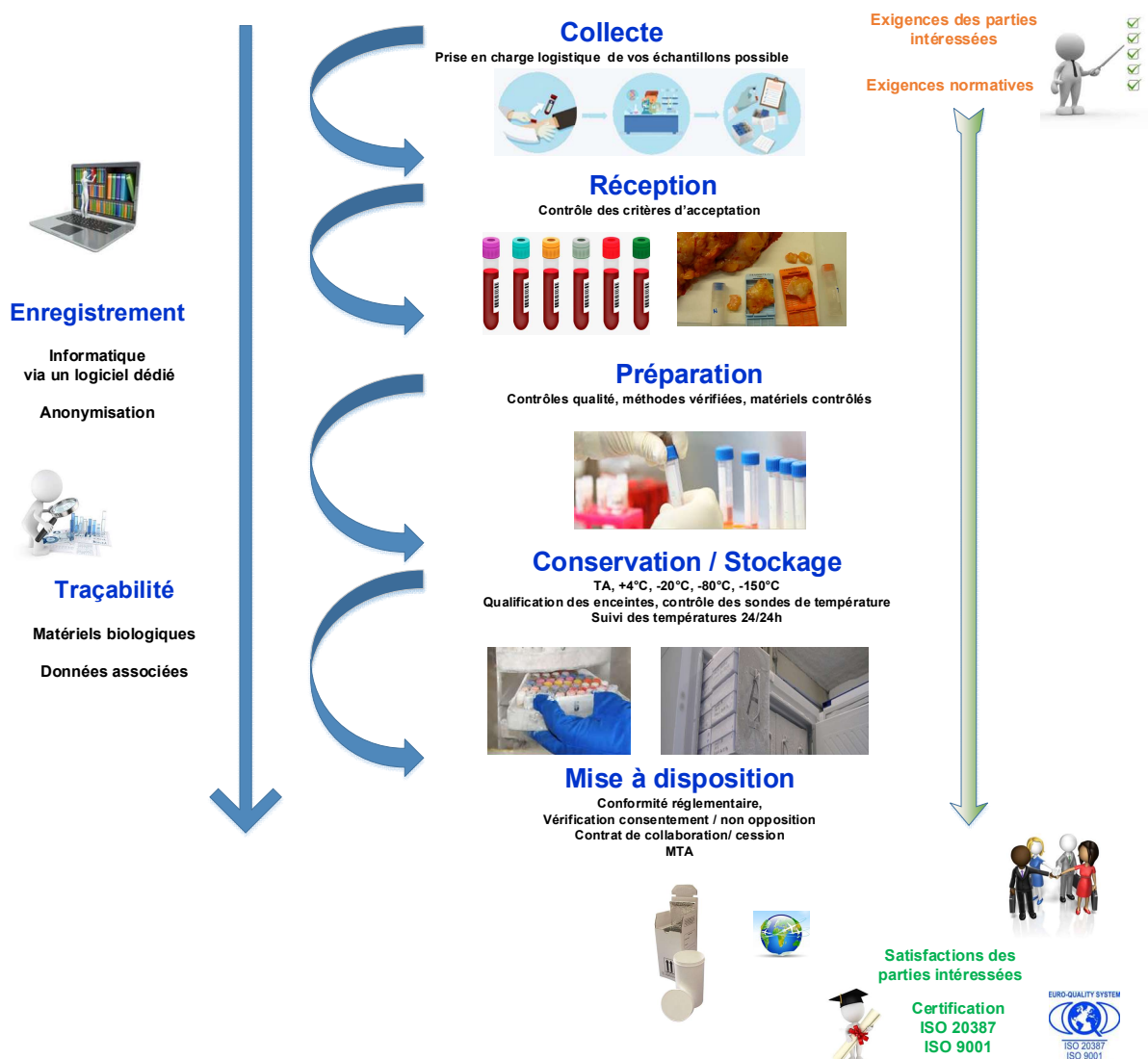


Activities

► CeRBIM :

- Uses its expertise to process applications for research projects requiring the conservation or use of biological resources.
- Guarantees the impartiality of decisions taken
- Is responsible for setting up collections, collecting, receiving, preparing, conserving and making available biological resources of various kinds (biological fluids, cells, tissues) and their associated data for research purposes.

All samples are managed in accordance with the ethical principles and regulations in force.





PROCESSUS MANAGEMENT

Stratégie et Organisation

Pôle

P1

Stratégie, Politique et Objectifs,
Communication, Revue de
Direction, Finances, ...

Pôle

P2

Pilotage SMQ

Pôle

P3

Evaluation et Amélioration du SMQ

P4

Organisme certificateur

Système de Management Qualité

Expertise=*
Aide à la
conception des
projets

PROCESSUS OPERATIONNEL

O1

* Etude de la faisabilité:

Gestion des demandes
Tarification
Vérification
réglementaire
Conseil médico-
scientifique

O2

Pré-acquisition:

Elaboration et
validation des
documents de prise en
charge et de
traitement

O3

* Collecte, Réception:

Vérification des
critères
d'acceptation

O4

* Préparation:

Spécifique à chaque
collection et/ou
demande
Contrôle qualité

O5

* Conservation

Stockage
Maintien des
conditions de
conservation

O6

* Mise à Disposition

Vérification
réglementaire
Transport

Besoins
et
attentes
des
parties
intéressées

Exigences
normatives

Satisfaction
des
parties
intéressées

Prestation de service et * activité tissulaire en lien avec le laboratoire d'Anatomie et Cytologie Pathologiques

SGL

Gestion informatique

O8

Suivi du processus opérationnel

PROCESSUS SUPPORT

S1

Suivi administratif, Suivi réglementaire

S2

Système informatique

Pôle

RH

Ressources Humaines

Pôle

HSE

Hygiène et Sécurité

Pôle

STA

Sous-Traitance et
Approvisionnements

Pôle

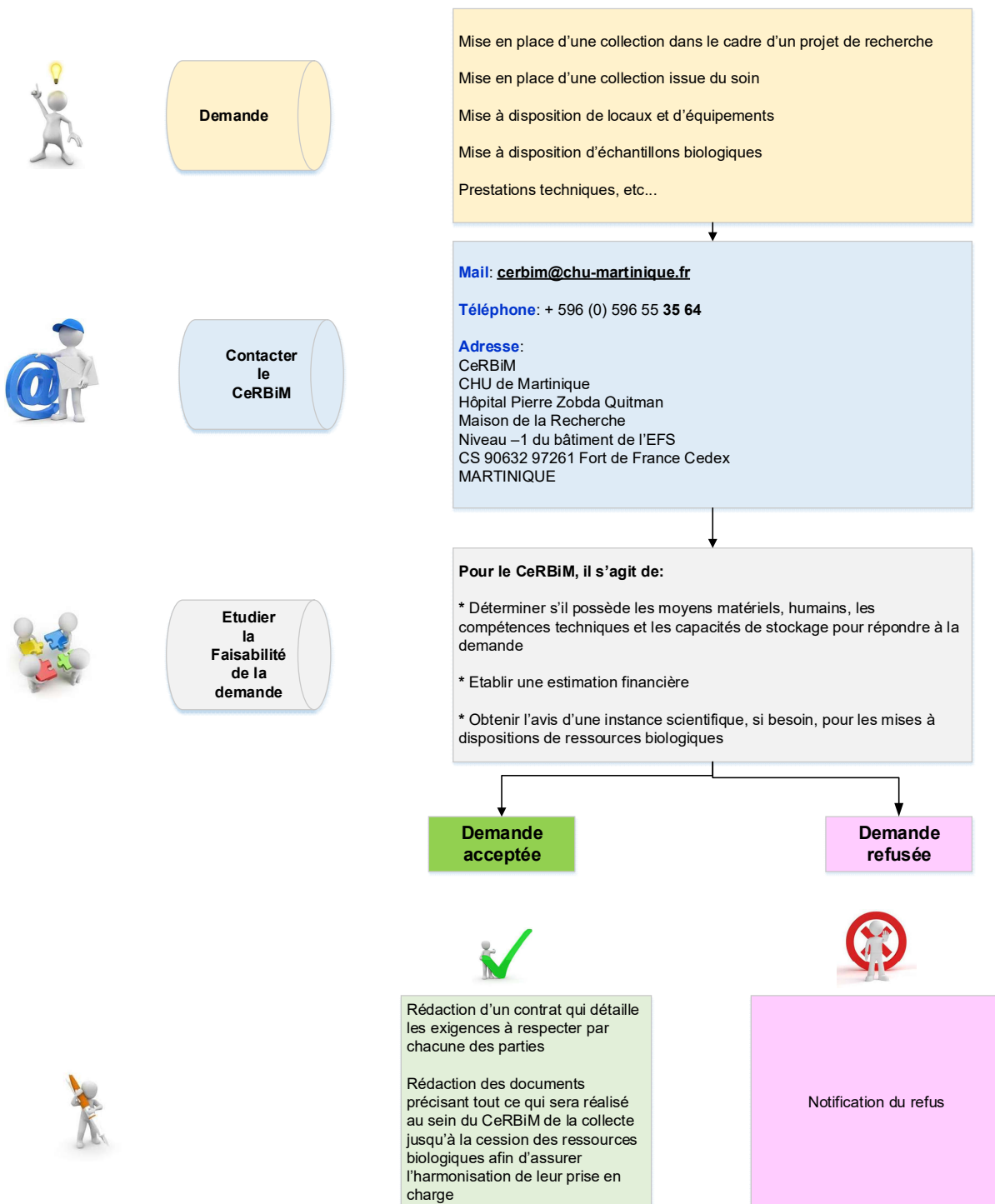
MET

Matériel et Métrologie

Process Mapping



Working with CeRBIM





Online documents: <https://www.chu-martinique.fr/recherche/>

- ➔ Catalogue of resources (ENR-P1-CRB-005)
- ➔ Quality manual (MAQ-P1-CRB-001)
- ➔ Operating charter (ENR-P1-CRB-003)
- ➔ Claims management (PRC-P1-CRB-004)
- ➔ Quality Policy (ENR-P1-CRB-004)

- ➔ Your tools for managing or building a collection
 - ↳ Feasibility study (ENR-O1-CRB-001)
 - ↳ Application contract (ENR-O2-CRB-002)

- ➔ Your tools for delivery
 - ↳ Release form (ENR-O6-CRB-008)
 - ↳  Loan contract (sent when contact is made)

- ➔  Your tool for all other requests
 - ↳ Feasibility study (ENR-O1-CRB-001)



Regulatory activity



Drafting applications to the relevant authorities,
By a member of staff from the Clinical Research and Innovation Department
(**DRCI**):

- ↳ Declaration of transfer
- ↳ Authorisation to sell
- ↳ Export / import authorisation
- ↳ Waiver of information
- ↳ Other procedures for carrying out your projects



Commitments



→ Confidentiality

Staff are required to respect confidentiality during their work:

↳ With regard to the RGPD (teams, researchers, users, people taking part in research, etc.) because of the personal data held

↳ Intellectual property relating to biological resources or their use.

→ Ethics

The CeRBIM is committed to respecting national and international ethical and regulatory principles. To this end, the CeRBIM's regulatory manager relies on the reference texts formalised in the lists of external documents and the procedures and tools put in place at institutional level.

→ Impartiality

In order to guarantee the impartiality of its activities and, more specifically, impartial access to its biological resources, CeRBIM has set up an organisation dedicated to this issue. A scientific body has been set up to ensure the impartiality of scientific decisions taken on requests for access to biological resources.

→ Compliance with professional recommendations :

↳ CeRBIM complies with good practice and recommendations relating to the biobanking profession and all those that may be relevant to its activities (Good Clinical Practice, NF EN ISO 9001 and NF EN ISO 20387 standards, INCa recommendations, OECD guidelines, etc.).



Themes

The Martinique University Hospital's scientific research strategy aims to develop fundamental and clinical research in line with current ethics and quality standards.

CeRBIM's collections focus on the following themes:

1: Infectious and diseases

2: diseases

3: Autoimmune and diseases

4: diseases

Cross-disciplinary themes: oncology, geriatrics, neuroscience, perinatal care, etc.

CeRBIM is an integral part of the CHU Martinique's research activities, with its two branches, Biothèque and Tumorotheque, and remains open to other themes.



Networks





Contacts



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For further information, please contact



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Timetable

Days	Time samples received	Opening hours
Monday	7.30am - 1.30pm	7am - 3pm
Tuesday	7.30am - 1.30pm	7am - 3pm
Wednesday	7.30am - 1.30pm	7am - 3pm
Thursday	7.30am - 1.30pm	7am - 3pm
Friday	7.30am - 12.30pm	7am - 2pm
Saturday	-	closed
Sunday	-	closed
Public holidays	-	closed
Days off	-	closed

 The times at which samples are taken may be adjusted to suit the protocols, with the agreement of the management (request considered on a case-by-case basis).