




Flex Databases




eClinical platform for CROs, biotech,
pharma, and academic research



CTMS

-  CRA Activity Management
-  Investigators & Sites Management
-  Subject Tracking & Invoicing



DOCUMENTS

-  Trial Master File
-  Document Management System
-  Investigator Site File



EDC

-  Electronic Data Capture
-  Risk-Based Monitoring
-  Randomization and Trial Supply Management
-  Electronic Patient-Reported Outcome


PROJECT & FINANCE MANAGEMENT

-  Project Management & Budgeting
-  Time Sheets & Utilization

QUALITY & COMPLIANCE

-  Learning Management System
-  Quality Management System

SAFETY

-  Pharmacovigilance

About Flex Databases

We develop a comprehensive clinical trial management solution since 2011.

- 15+ years on the market
- 4 offices in the US, Europe, and Asia
- All-in-one platform from study planning to safety database

What sets us apart

Easy implementation
Full compliance
Complete data safety
Flexible solution

System implementation in 3 to 10 weeks.

A robust backup & disaster recovery and data protection strategy, including distributed data storages around the world.

All major international and local regulations covered, including FDA 21 CFR Part 11, GDPR, etc.

Reports, workflows, trackers are under user configuration.
Web-based solution, no installation required.

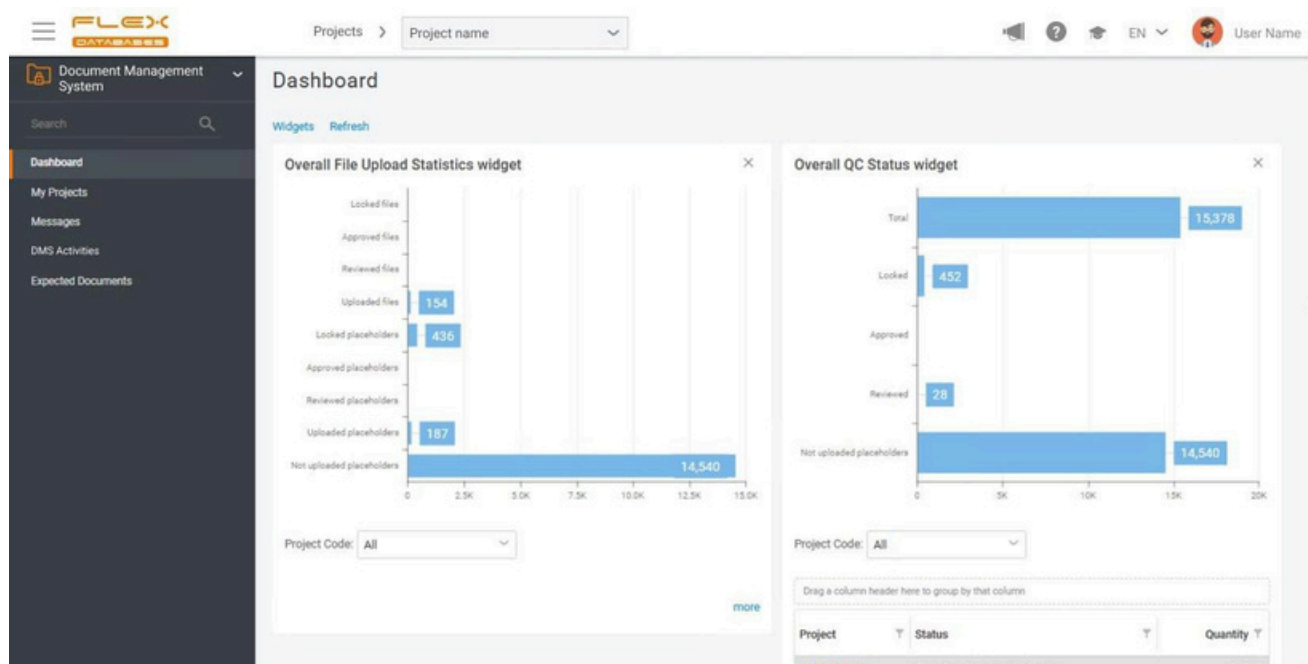
Some of our clients

Leading CROs, biotech, pharma, and academic research



Document Management System

Module Overview



Flex DMS is the document backbone of your organization – connecting people, projects and processes through a single source of truth

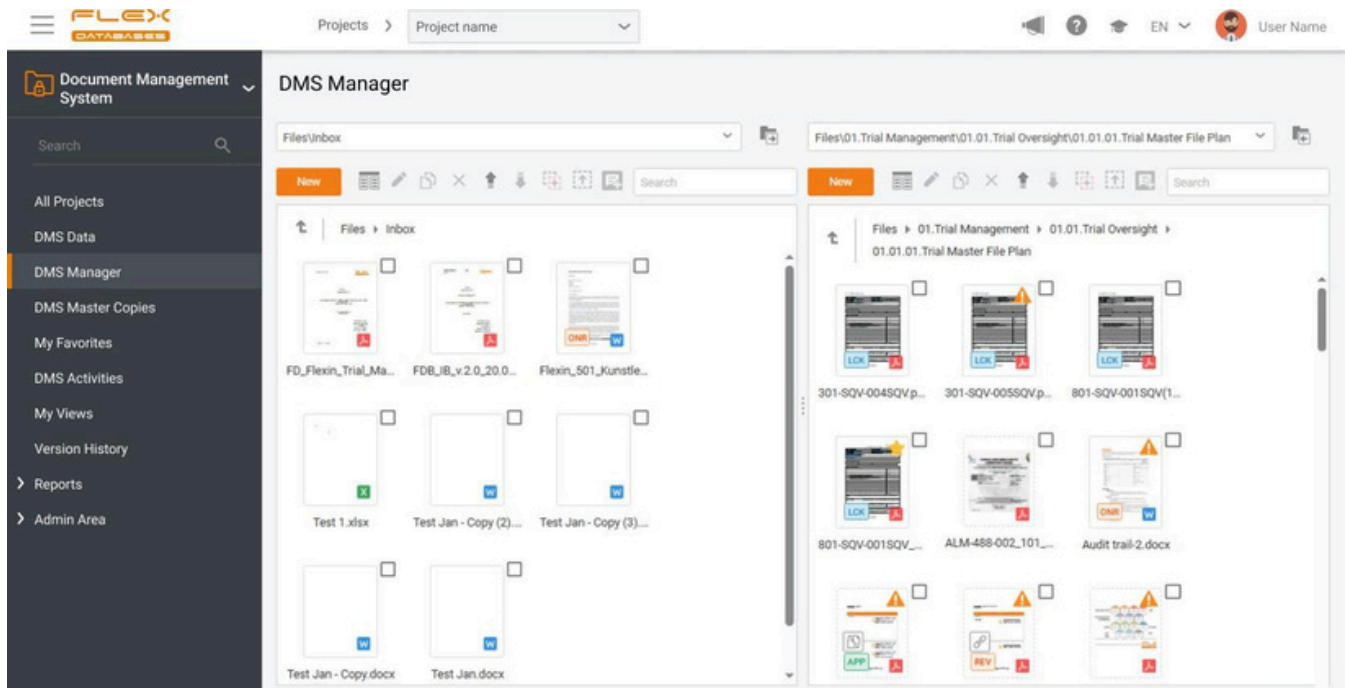
Built for the rigor of life sciences, it unites collaboration, control and compliance so every document – from a policy draft to a clinical submission – moves seamlessly from idea to approval to archive. Smart automation and AI-assisted classification remove the friction of document management, freeing teams to focus on science, not paperwork.

Why Flex?

- One place for documents that matter – SOPs, policies, contracts, study and project files, templates and working documents live in a single, structured system instead of scattered drives and inboxes
- From draft to approved to archived – clear workflows for creation, review, approval, publication and periodic review, with full version history and audit trail
- Modern collaboration, not just a file dump – Office 365 co-authoring, comments, tasks and notifications

Document Management System

Module Overview



Document Capture & Filing

- Multiple upload and capture options: drag & drop from desktop, browser upload, email-to-folder, bulk import, and connection via WebDAV as an external drive
- Central Document Manager area to review, classify and distribute documents in bulk
- Configurable document types and metadata templates so documents are consistently described
- AI-assisted classification and metadata suggestion to speed up filing and reduce manual mistakes
- Automatic duplicate detection and warnings to keep the repository clean and consistent
- Linked and related documents (e.g. master vs. local versions, contract vs. amendments, email vs. decision document) so context stays connected

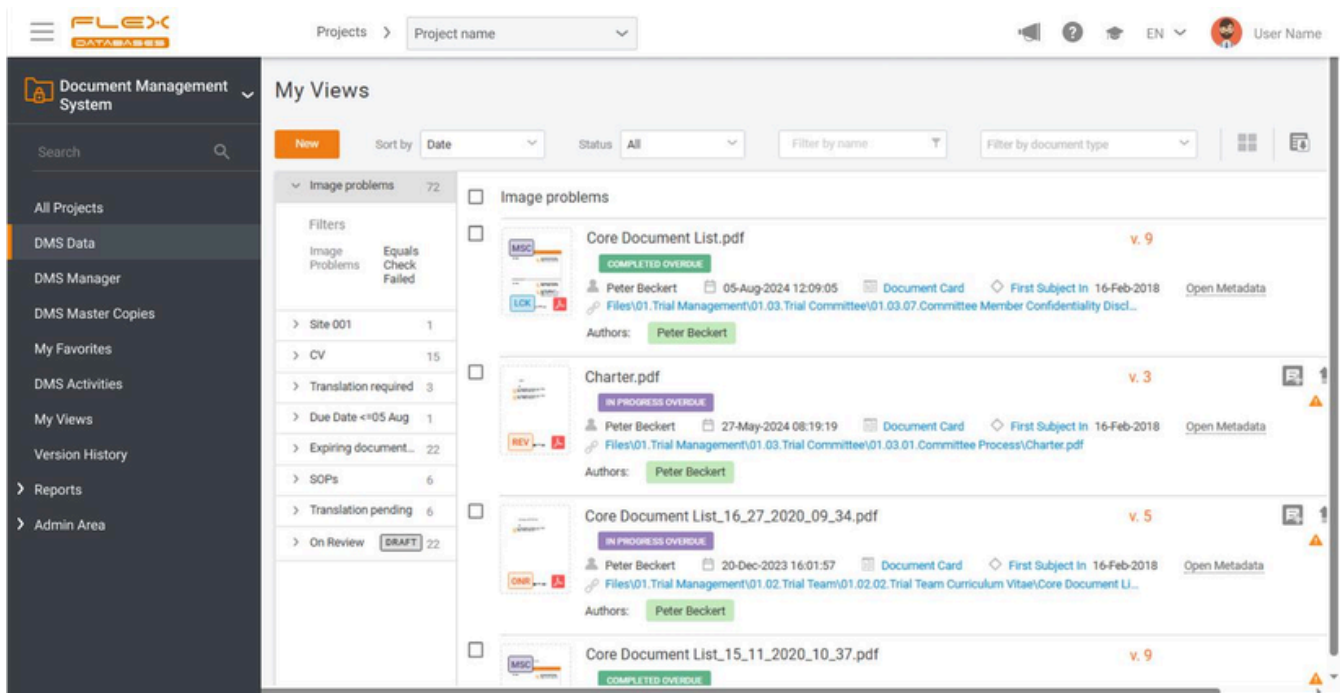
Collaboration, Editing & Versions

- Version control with clear “current vs superseded” status and full version history for every document
- Office 365 integration for online co-authoring, comments and track changes while the final version is stored and controlled in Flex DMS
- Configurable review and approval workflows with role-based steps, due dates and reminders
- Electronic signatures where required (e.g. for controlled documents), aligned with your SOPs and 21 CFR Part 11 expectations
- In-document and in-folder comments and discussions to keep questions and decisions tied to the relevant files



Document Management System

Module Overview



Daily Work, Views & Search

- Personal “My Views” and saved searches – user-defined lists of documents based on metadata, status, owner, project, department and more
- Advanced search and filtering across content (via OCR) and metadata – by keywords, document type, author, project, version status
- Dynamic metadata reports to monitor expiry dates, missing attributes, pending approvals and other risk indicators
- Favorites for frequently used files so users can return to key documents in one click
- Flexible notifications (new versions, assignments, upcoming expiry, comments, mentions) to keep everyone in the loop without flooding inboxes

External Sharing & Partner Access

- Controlled external access for clients, vendors, auditors or partners via dedicated views and role profiles
- Ability to share document sets (e.g. contract packs, due diligence folders, study binders) with full access logging

