

Curriculum Vitae

NAME: Crystal Foushee

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JOB TITLE: Consultant/Clinical Operations Manager

SUMMARY OF EXPERIENCE:

Extensive knowledge of clinical research protocols, health care practices, and techniques of clinical case studies, familiar with the work flow process of clinical research studies, possess excellent leadership, record keeping, and observation skills, ability to communicate effectively and with cross function team

THERAPEUTIC AREAS EXPERTISE:

Indication	Phase	# Patients	# Sites	Countries	Services Involved
Diabetes (Four different studies-same Sponsor)	III	400	75	US	CSA Template/Budget Development and CSA/Budget negotiation
Neuropathic pain associated with diabetic peripheral neuropathy (DPN)	II	400	80	US	CSA Template/Budget Development and CSA/Budget negotiation
Dermatology/Psoriasis (Global Lead)	III	1677	195	USA, CAN, Australia, AUS, BEL, CZE, DEN,FRA, DEU, HUN, ISR,ITA, NETH, POL, UK	CSA Template/Budget Development and CSA/Budget negotiation, Ensuring projected timelines were met or exceeded, extensive communications with Clinical Staff
Oncology (Global Lead)	III	550	70	US, CAN, BEL, CZE, GER, HUN, ITA, POL, SPA, UK	CSA Template/Budget Development and CSA/Budget negotiation, Ensuring projected timelines were met or exceeded, extensive communications with Clinical Staff
Gram-negative Bacterial Pneumonia in Mechanically Ventilated Patients	II	60	18	US	CSA Template/Budget Development and CSA/Budget negotiation
Obesity (split with two other SCLs)	IIIb	3,000	300	US	CSA Template/Budget Development and CSA/Budget negotiation

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Previously untreated patients with Stage III-IV CD20-positive follicular lymphoma (FL)	III	85	20	US	CSA Template/Budget Development and CSA/Budget negotiation
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PROFESSIONAL EXPERIENCE:

Consultant/Clinical Operations Manager, C& D Consulting LLC

October 2017-present

- Provide input to clinical proposals, budgets and contracts
- Coordinate and lead clinical meetings
- Ensure trial related information is added to CTMS
- Recommend process improvements to improve efficiency
- Support Business Development and attend bid defense meetings as needed

US Manager, Clinical Contracts and Budgets, DOCS Global

May 2016-October 2017

- Develop contracting strategies to decrease turnaround times related to Contract and Budget process
- Assist in preparing revenue and resourcing reports for North America
- Assisted in re-writing Sponsor's Confidentiality Agreement fallback language
- Oversee the development and maintenance of tracking and reporting system, evaluate timelines, and maintain all tracking analysis tools for metric reporting for 5-7 staff members

Associate Line Manager, Site Contract Leader, Study Start Up, PAREXEL International LLC, Durham NC

November 2014-April 2016

- Daily management of 8-11 North and South American professional staff
- Communicate with Project Manager on a weekly basis escalating items as needed
- Responsible for staff assignment of new projects
- Provide multiple weekly reports/updates status to ensure timelines are met
- Participate and lead external study meetings
- Provided leadership for clinical research studies, ensuring timelines were met or exceeded standards

Site Contract Leader, Study Start Up, PAREXEL International, LLC, Durham, NC

June 2011 – November 2014

- Global oversight of clinical trials across various therapeutic areas
- Draft and negotiate Clinical Study Agreements, Confidentiality Agreements, and Clinical Study Amendments
- Revised project progress and adjust project timelines accordingly
- Provided extensive training related to negotiating contract activities for clinical trial projects

Contract Attorney, Synergy Legal Services, Raleigh, NC

September 2010-May 2011

- Conducted electronic legal document review in response to discovery request for multi-million dollar companies
- Collected and analyzed evidence for litigation

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- Reviewed and coded evidence for responsiveness and privilege accordingly

Child Support Agent II, Durham County Government, Durham NC

March 2003-May 2006

- Responsible for case management of 400+ cases with limited supervision
- Investigated parental compliance with child support orders
- Interviewed potential witnesses and assess their credibility for litigation
- Negotiated with parties and prepared court documents for Assistant County Attorney's review
- Monitored support payments, calculated arrears payments, prepared documents to garnish wages and intercepted tax payments or other benefits when necessary
- Utilized an automated computer system to locate, investigate, establish legal support orders, and actively enforce them with the support of appropriate judicial personnel and agencies

EDUCATION:

University of North Carolina at Chapel Hill, Chapel Hill, NC, B.A. Psychology, 2002

Appalachian School of Law, Grundy, VA, Juris Doctor, 2010