Nutraceuticals Compliance Support Services Action Items

Initial Consultation

- Schedule a meeting with the client to understand their product line and compliance needs.
- Gather information on existing formulations, labels, and marketing materials.

Regulatory Review

- Conduct a comprehensive assessment of product formulations against FDA regulations.
- Identify classification (dietary supplement vs. functional food) for each product.

Label Development and Review

- Draft or review product labels for compliance with FDA labeling requirements.
- Ensure all health claims are substantiated and accurately reflected on the label.

Quality Assurance Implementation

- Develop a quality control checklist for the client to implement Good Manufacturing Practices (GMP).
- Schedule a quality assurance audit to assess current practices and compliance.

Documentation Preparation

- Create a compliance documentation package for regulatory submissions.
- Develop a record-keeping system for traceability and compliance monitoring.

Training Programs

- Design tailored training modules on compliance best practices for the client's team.
- Schedule training sessions to educate staff on labeling laws and health claims.

Risk Assessment

- Conduct a risk assessment workshop to identify potential compliance issues.
- Provide a report outlining risks and recommended actions.

Market Access Strategy Development

- Research international regulations relevant to the client's target markets.
- Develop a market entry strategy that includes state-specific compliance considerations.

Ongoing Support

- Establish a communication plan for regular check-ins to discuss compliance updates and changes.
- Provide clients with access to a regulatory updates newsletter to keep them informed.

Feedback and Adjustments

- Gather client feedback on services provided and areas for improvement.
- Adjust action plans based on client needs and regulatory changes.

To avail of our professional services kindly contact hello@consultareinc.com or call 1-202-982-3002