**NRG Oncology Research Coordinator Mentor Program**

***NRG Mentor Application***

Name: Credentials:

Institution:  CTEP Institution ID:

Address:

Telephone:  Fax:  E-mail:

What is your current position and title?

Time in current position (yrs):  Time in clinical trials (yrs):

Time working with NRG Protocols (yrs):

In what type of institution are you employed (check all that apply)?

Affiliate Institution  Private Office

Clinic  Private or Community Hospital

Lead academic participation sites  University Health System

(LAPS)

Main Member  Other (Please describe) **\_\_\_\_\_**

NCORP

My current research related responsibilities are: (Check all that apply):

Administration

Clinical Research Associate (CRA)

Clinical Trial Nurse (CTN)

Co-Lead RA

Data Manager

Lead RA

Local Lead RA

Patient Care

Program Coordinator

Other (Describe)

What are your responsibilities in your current position? (Check all that apply)

Administering Patient Reported Outcome surveys

Adverse Event (SAE/AE) Reporting

CTSU navigation to NRG trials/information

Budgeting/Billing/Coverage analysis

Data entry / submission

Drug accountability

IRB submissions/issues

Maintaining long-term follow-up

Maintaining source documentation

Management of affiliate sites

Organizing research records

Patient recruitment/enrollment and follow up

Preparation for audits and related follow up

Radiation Oncology (credentialing, treatment)

Regulatory issues (IRB submissions, informed consent content, Delegation Task Logs (DTL)

Research specimen collection, submission, and reimbursement

Surgical Oncology

TRIAD submission/issues

Other

Why are you interested in becoming a mentor? Please describe your areas of strength or expertise that would benefit those you mentor.

**NRG ONCOLOGY INVESTIGATOR**

**(Principal Investigator or Responsible Investigator)**

**LETTER OF RECOMMENDATION TO PARTICIPATE AS AN NRG ONCOLOGY RESEARCH COORDINATOR MENTOR**

Date:

Dear NRG Oncology Research Coordinator Mentor Program:

I am writing in support of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, who is applying to become a mentor for the NRG Oncology Research Coordinator Mentor Program. I believe that this candidate meets the criteria for mentoring and will be an important resource for other clinical trial nurses (CTNs), clinical research associates (CRAs), and other research team members. I understand that it is important for mentors to attend NRG Oncology Semi-annual meetings and participate as needed in the program conference calls. As Principal Investigator and/or Responsible Investigator, I will support this candidate’s involvement in the NRG Oncology Research Coordinator Mentor Program.

Comments:

Signature:

Name (please print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_