**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): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_