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# **The NCI National Clinical Trials Network (NCTN)**

## **Changes in Rosters, Roles, OPEN and Rave after NCTN**

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# Agenda

- Overview
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- Participation Categories
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- OPEN
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- Per Case Management Funding

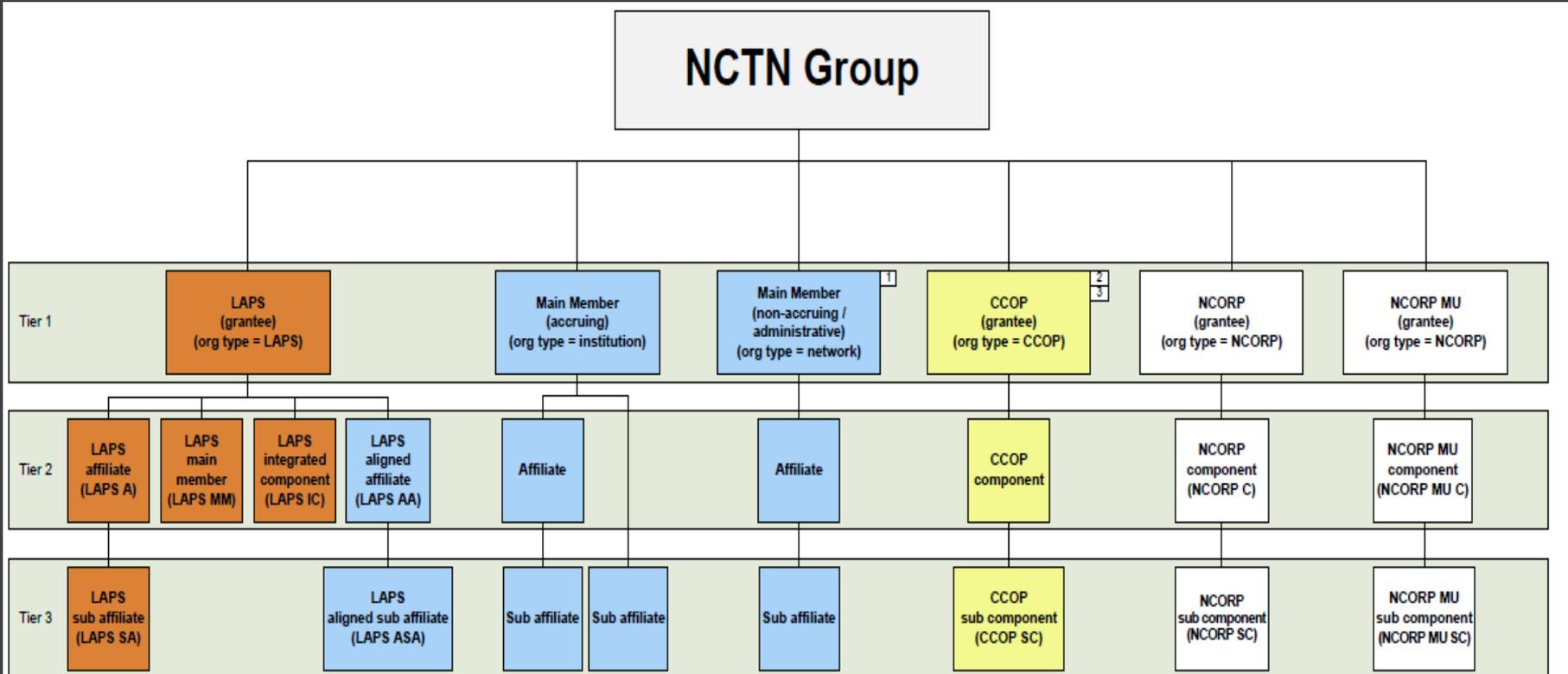
# NCTN Overview

The overall goal of the NCI's National Clinical Trials Network (NCTN) Program is to conduct definitive, randomized, late phase clinical treatment trials and advanced imaging trials across a broad range of diseases and diverse patient populations.

# NCTN Overview (2)

- The NCTN was launched on March 3, 2014.
- The Network now consists of:
  - 4 Adult U.S. Network Groups
  - 1 Pediatric U.S. Network Group
  - 1 Canadian Network Group
- LAPS – Lead Academic Participating Site
  - Separate grants.
  - Academic institutions that provide scientific leadership in the development and conduct of clinical trials as well as substantial accrual to clinical trials conducted across the entire Network.

# Network Group Structure



- LAPS Package
- Rostered
- CCOP Package

1	Pre-approval for Main Member (non-accruing / administrative) code required from CTEP
2	Attribute for MB CCOP provided by DCP and viewable in RSS
3	Attribute for PEDS ONLY provided by DCP and viewable in RSS

# Participation Categories

Sites are able to participate in one of 3 mutually exclusive ways with the exception of some pediatric sites. Sites may be members of multiple Network Groups with varying types of membership but the NCTN component must remain the same across all Groups.

NCTN Component	Component Tiers/Membership
Lead Academic Participating Sites (LAPS)	<ul style="list-style-type: none"> <li>• LAPS Main Member</li> <li>• LAPS Integral Component</li> <li>• LAPS Affiliates/Sub-Affiliates</li> <li>• LAPS Aligned Affiliates/Sub Affiliates (funded by Network Group)</li> </ul>
CCOPs/MB-CCOPs (NCORPs/NCORP MUs)	<ul style="list-style-type: none"> <li>• CCOP/NCORP Component</li> <li>• CCOP/NCORP Sub-Component</li> </ul>
Adult Network Group  OR	<ul style="list-style-type: none"> <li>• Main Member</li> <li>• Affiliate</li> <li>• Sub-Affiliate</li> </ul>
Pediatric Network Group	<ul style="list-style-type: none"> <li>• Main Member</li> </ul>

# Crediting Rules



- US sites may credit any participating Network Group to which the site and credited investigator are affiliated and participating on the protocol.
- Canadian sites must credit the NCTN Group that holds the CTA.
- International sites must credit the Lead Protocol Organization (LPO) if they are a member of the LPO.
- International sites that are not members of the LPO must receive approval from their credited Group and consistently credit the same Group for the protocol.

# Oncology Patient Enrollment Network (OPEN)

- All NCTN trials, including active legacy trials (defined as trials open prior to the start of the NCTN), use OPEN for enrollment.
- Pre-NCTN OPEN roles were retained if the institution is an active participant in the NCTN.
- OPEN will be used to document requirements for additional reimbursements for correlative, QOL and supplemental funds, when required.



# OPEN Access

Site users must have all the following to access OPEN:

- ✓ Active CTEP-IAM account
- ✓ Active treatment roster status on a Network Group roster
- ✓ Active Registrar role on a Network Group roster
- ✗ CTSU Roster no longer controls access



# Rave

- All new trials in the NCTN will be using Rave for data collection.
- Active legacy trials continue to use the data collection mechanism used prior to the NCTN.
- Pre-NCTN Rave roles were retained if the institution is an active participant in the NCTN.





# Rave Access



Site users must have all of the following to access Rave:

- ✓ Active CTEP-IAM account
- ✓ Active or follow-up treatment roster status on a Network Group roster
- ✓ Active Rave role on a Network Group roster
- ✗ CTSU Roster no longer controls access

# Rave Access



- A number of users may have received additional Rave Invitations for studies as access rights now look across organizations.
- Invitations may be managed by taking one of the following actions:
  - Accept the invitation in iMedidata.
  - Decline the invitation in iMedidata (*this action is not recommended if access may be needed in the future as manual intervention will be needed to regain access*).
  - Ignore the invitation until access need is determined.
  - Adjust Rave roles in the roster by withdrawing the institutional Rave roles from persons at the site and reassigning the Rave roles to each person at the protocol level.

# Access Paradigm

- **OLD (Pre NCTN)**
  - For **OPEN and Rave**, access was controlled by the LPO roster for sites that were members of the LPO and by the CTSU roster for cross-group participants
  - **CTSU Website:** All persons that were members of the CTSU could view protocol documents for the Cooperative Group studies.
- **NEW (NCTN)**
  - For **OPEN and Rave**, the LPO and Participating Organization (PO) rosters control access.
  - **CTSU Website:** All Persons must be members of a LPO or PO roster to view the protocol documents.



# Person Roster Rules

- All persons must have a CTEP ID assigned through the Investigator Registration Process for MDs and DOs or CTEP-IAM for associates.
- All Persons must re-register with CTEP annually to maintain their roster status.
- Persons must be linked to a clinical site or administrative organization.
- Access to protocols, OPEN, and Rave is controlled by the LPO and Participating Organization (PO) rosters.

# Adding Persons and Roles

Event	Type of Site	System
Add Person	CCOP/NCORP	CCOPSYS
Withdraw Person	CCOP/NCORP	CCOPSYS
Add Person	LAPS	Contact Group**
Withdraw Person	LAPS	Contact Group**
Add Person	Rostered Site (MM/Affiliates)	Contact Group**
Withdraw Person	Rostered Site	Contact Group**
Add Primary Role*	All	Contact Group**
Add Non-Primary Role	All	Site Roles (CTSU website)

\* Primary roles are defined as those that cannot be added through Site Roles

\*\* By Fall 2014, this can be done via CTSU Website using the Roster Update Management System (RUMS)

# Standard Roles

System	Role for all Rosters
Rave	Rave CRA, Read Only, Site Investigator, CRA (LabAdmin), SLA
OPEN	Registrar
TRIAD	Site User (maintained on the CTSU roster)

- Select roles can be maintained from the Site Roles tab for all NCTN groups.
- Rules for roles maintenance vary by NCTN Group.
- For NRG, the Lead RA, Co-Lead RA, and Local Lead RA can add roles.
- Resources on the Site Roles tab include a Roles & Access table and updated Help document.

# Managing Site Roles

RSS Browser   Site Roles   Site Registration   Notification   Protocol Req   CTEP ID Search							
CIRB Site Preferences							
Select Roster to View: NRG		Roles & Access		Print	Training Video	Help	Site Roles Slide Set
Show	All Persons			All Sites	All Roles	All	
I/A	CTEP ID	Name	CTEP Reg. Dt.	Action	Site	Role	Effective Date
A	513057	Ageton, Cheryl	11/18/2014	-- Action --	SD021	Rave CRA	03/01/2014
A	527787	Andersen, Emily	10/10/2013	-- Action --	SD021	Lead RA	03/01/2014
I	51197	Baker, Scott L.	08/23/2014	-- Action --	SD021	Registrar	03/01/2014
A	525369	Bertram, Michaela Sue	06/02/2015	-- Action -- Add New Role	SD021	Rave CRA	03/01/2014
						Registrar	06/18/2014
A	504001	Binder, Janna	01/23/2015	-- Action --	SD021	Rave CRA	03/01/2014
						Registrar	03/01/2014
A	522691	Bohlen, Krista N.	06/18/2015	-- Action --	SD021	Rave CRA	03/01/2014
						Registrar	03/01/2014
A	540929	Cyr, Brigitte	06/03/2015	-- Action --	SD021		
I	28147	Dosch, Wade Edward	06/06/2015	-- Action --	SD021		
A	526120	Fagerness, Mary	06/16/2015	-- Action --	SD021	Rave CRA	03/01/2014
						Registrar	03/01/2014
						Rave CRA	03/01/2014

**New Role: Enter role details and click 'Add Role'**

Name: [Bertram, Michaela Sue](#)  
 CTEP IAM ID: 525369  
 Group: NRG  
 Parent Site: SD021

Select a new role: **Select Role**  
 Contact/Grants  
 Fiscal Contact  
 Local PI  
 Rave CRA  
 Read Only  
 Registrar  
 Site Investigator

# NRG Roster Rules (1)

Sites	Roles	Access
LAPS and CCOP (Tier 1)	Lead RA Co-Lead RA LAPS PI Check Addressee Fiscal Contact Grants Contact PI Contact PI	Site Roles Application Site Roles Application
LAPS and CCOP (Ties 2 and Tier 3)	Local Lead RA Local PI Rave CRA Read Only Registrar Site Investigator	Site Roles Application  RAVE RAVE OPEN RAVE

## NRG Roster Rules (2)

Sites	Roles	Access
Main Members	Lead RA Co-Lead RA Check Addressee Fiscal Contact, Grants Contact PI, Contact PI Rave CRA Read Only Registrar Site Investigator	Site Roles Application Site Roles Application  RAVE RAVE OPEN RAVE
Affiliates and Sub-affiliates	Local Lead RA Local PI RAVE CRA Read Only Registrar Site Investigator	Site Roles Application  RAVE RAVE OPEN RAVE
Main Member Follow Up Only	Lead RA PI, Contact PI Fiscal Contact RAVE CRA READ Only Site Investigator	Site Roles Application  RAVE RAVE RAVE

# Studies Available in the Network

- All phase 3 studies.
- All phase 2/3 studies.
- All phase 2 for which CTEP holds the IND.
- Selected other phase 2 studies with CTEP approval.
- Selected AYA studies with CTEP approval.
- Other Networks' studies may be available with CTEP approval.



# CTSU Website New Protocol Screens

- Home Tab - a quick glance of protocol basics, including protocol status, accrual information, participation information and more.
- Funding Information Tab - contains all funding associated with a protocol (for all NCTN protocols).
- LPO Documents Tab - contains the protocol and all associated documentation, (formerly named “documents”).
- Drug Safety Notifications Tab - contains all DSNs for drugs associated with the protocol.



# Protocol Screens (2)

Home Protocols Dashboard Regulatory OPEN RAVE Clinical Data Education & Resources Collaboration Admin EDK Admin

Home Funding Information LPO Documents Drug Safety Notification

**NRG-HN001** [Add to My Protocols](#)

Randomized Phase II and Phase III Studies of Individualized Treatment for Nasopharyngeal Carcinoma Based on Biomarker Epstein Barr Virus (EBV) Deoxyribonucleic Acid (DNA)

**Protocol Status:** ACTIVE (Protocol Status Date: 04/21/2014)

**Activation Date:** 04/21/2014

**Lead Organization:** NRG

**Phase:** II/III

**CIRB Approved:** Yes **Canadian Sites:** Protocol Not Available

**Accrual:** Target: 758  
Total: 0 ( In OPEN: 0 )  
As of: 06/19/14

**Participation:** [Participation Information](#)

Participation Group					
#	Org Type	Participant	Role Type	Participation Type	Start Date
1	NCTN	SWOG	ALL	CROSS-NETWORK	04/22/2014
2	NCTN	ECOG-ACRIN	ALL	CROSS-NETWORK	04/22/2014
3	NCTN	ALLIANCE	ALL	CROSS-NETWORK	04/22/2014
4	NCTN	NRG	ALL	LEAD	02/26/2014

NRG-HN001 will be using the OPEN Registration System beginning 04/21/2014. To learn more about how OPEN works please view the Training and Demonstration materials located on the [OPEN tab](#) of the CTSU members' website or through the OPEN URL at <https://open.ctsu.org>.

**Rave** NRG-HN001 utilizes Medidata Rave for data collection and submission. Authorized users can use the [RAVE](#) application to enter the clinical data for this protocol.



# NCI Central Institutional Review Board (CIRB)

- All U.S. Institutions/Sites participating in NCTN trials as a member of one or more Network Groups will be required to use the NCI CIRB as the IRB of record in the future.
  - More information on timelines for joining the CIRB and the waiver process will be released later this year.
- A waiver will only be granted if it can be demonstrated that an institution's local IRB is able to review studies in a similar time-frame.
  - The waiver process for a site to be exempt from using the CIRB will be established in late 2014.

# NCI CIRB Independent Model Sites

- In June CTSU has started receiving the CIRB approvals electronically from CIRB.
- Starting soon institutions utilizing the CIRB will no longer be required to send documentation of initial, continuing and amendment reviews to the CTSU.
- The CTSU is able to process an institution's CIRB approvals by:
  - Verifying the institution is on the CIRB's roster in RSS.
  - Using a new CTSU Site Preference feature on the CTSU website to record which CIRB Institutions are participating in a CIRB approved trial (Phase 2 of the implementation).
- Information on the transition was released in the CTSU BI-monthly broadcasts in June and July.
- Educational material is now available on the CTSU webpage

# Per Case Management Funding



**NEW**

- The NCTN trials will follow NCI's CTEP per case management funding principles for cancer treatment and advanced imaging trials.
- NCI's DCP grant provides funding for quality of life endpoints, cancer control and cancer prevention studies.
- Funding for trial activities fall under one of the following categories:
  - Screening for Intervention
  - Basic Intervention
  - Advanced Imaging
  - Biospecimen Collection
  - Special (complex or rare disease trials)
  - Quality of Life (NCI DCP's grant covers this funding)
  - Non-NCI/DCTD Funding (e.g., Industry)

# How Sites Receive Funding



- NCI Funds
  - NCI per case management funds are provided to all NCTN sites enrolling patients onto NCTN trials via one of 3 NCI funding mechanisms:
    1. NCTN Group rostered sites including the Non aligned affiliates
    2. NCTN LAPS (Lead Academic Participating Sites)
    3. CCOPs/MB-CCOPs (future NCORPs)
- Non NCI Funds
  - Non-NCI funding obtained by the Network Groups to supplement trial support is dispersed to all of the 3 categories of sites by the Lead Group.
  - All non-NCI funding is available to any site that meets the specific requirement for the study and is tracked by the Lead Group; therefore, no OPEN steps are needed to trigger these funds.

## How Sites Receive Funding (2)



- NCI per case management funding will be made by the Network Group credited with the accrual or the equivalent will be provided via NCTN LAPS grant or CCOP grant directly.
- To receive per case funding for specific tests and/or biospecimen submissions, completion dates must be entered in the OPEN 'funding module' post enrollment.
- Completion dates for biospecimens should be the date the specimen was sent out. Entry of the completion date for QOLs is only required one time.
- DCP's CCOP/NCORP funding is provided by credits and is inclusive of all trials components, unless otherwise noted.
  - More details are available at the protocol funding tab on the CTSU website for study specific information.

# OPEN Funding Screen

- To enter the data needed to trigger funding in a trial, click the history tab & search for the Patient ID (PID) associated with the enrollment. Enrollments with additional funding will have a '\$' icon next to the protocol number. Click on 'select' next to the patient enrollment with the required PID. The summary screen will be displayed.

Selected Tracking # **169991** [Details](#) [Summary](#)

Protocol	PID	Initials (LFM)	Step	Arm	Site	Investigator	Status	Status Date
E1208	12197	GR-	1	X	CA011	El-Khoueiry, Anthony	REGISTERED	01/30/2014

*\* For registrations that have NOT been completed, please go to the [Enroll -> In Progress](#) tab.*

Navigation: 1 25 Filter by: All Search Clear

Action	V	D	Track #	Protocol	Site	Credit	Step	PID	Arm	Eligibility	Status
<b>Selected</b>			169991	E1208 \$	CA011	SWOG	1	12197	X	ELIGIBLE	REGISTERED
<b>Selected</b>			30619	PACCT-1	CT033	ECOG	2	12197	B	ELIGIBLE	REGISTERED

# OPEN Funding Screen (2)

- Click on the Funding sub tab at the top of the screen.

**Step 1** Registration Information: [Tracking # **169991**] [Data Transfer](#) [Cancel Enrollment](#)

**Protocol Number:** E1208 **Protocol Title**  
*A Phase III Randomized, Double-Bl... with and without Vascular Invasion*

**Patient ID:** 12197

**Initials (LFM):** GR-

**Treatment Arm:** X

**Registration Step:** 1 (Registration/Randomization)

**Institution:** University of Southern California [CA011] ⓘ

**Registration Status:** REGISTERED on 01/30/2014 06:42 PM EST

# OPEN Funding Screen (3)

- The enrollment data will be displayed at the top and a funding table will be populated with each of the funding types available.

Selected Tracking # **169991** [Details](#) [Summary](#)

Protocol	PID	Initials (LFM)	Step	Arm	Site	Investigator	Status	Status Date
E1208	12197	GR-	1	X	CA011	El-Khoueiry, Anthony	REGISTERED	01/30/2014

- Protocol Funding:
  - Enter the completion date for each funding type once completed.
  - Completion dates cannot be prior to the enrollment date. If funding type was completed prior to enrollment date, please enter enrollment date.
  - Completion dates cannot be changed after 7 calendar days of initial entry.

Funding Type	Funding Type #	Specify	Date Completed (MM/DD/YYYY)
Biospecimen	1	Biospecimen - Tumor (Block)	<input type="text"/> <input type="button" value="Clear"/>
Biospecimen	2	Biospecimen - Plasma	06/16/2014 <input type="button" value="Clear"/>
Biospecimen	3	Biospecimen - Peripheral Blood	06/16/2014 <input type="button" value="Clear"/>

**Funding Type, Funding Type # and Specify will be prefilled based on study requirements**

**Completion date is required**

# OPEN Funding Screen Confirmation

- Multiple dates may be entered at one time or users may return to the funding screen later to enter additional dates.
- A confirmation screen will be displayed. Completion dates cannot be changed after 7 days of initial entry.

The screenshot shows the NRG Oncology web application interface. At the top, there are navigation tabs: Home, Slot Reservation, Enroll, History, Reports, RSS, and Help. Below these are sub-navigation links: Browse, Summary, Prerequisite, Demography, Checklist, and Funding. The main content area displays the following information:

Selected Tracking # **167354** [Details](#) [Summary](#)

Protocol	PID	Initials (LFM)	Step	Arm	Site	Investigator	Status	Status Date
N0872	18f51eb3-185b-4754	FCD	1	Test	HI004	Acoba, Jared	REGISTERED	01/31/2014

**Information**  
Funding completion date(s) updated

- Protocol Funding:
  - Enter the completion date for each funding type if completed
  - Completion dates cannot be changed after 7 calendar days of initial entry

Funding Type	Funding Type #	Specify	Date Completed (MM/DD/YYYY)
Screening for Intervention	1		02/03/2014 <input type="button" value="Clear"/>

# Where to Find NCTN Trial Funding Information

## Funding Subfolder – CTSU Website

- All NCTN protocols will have a funding subfolder on the CTSU website with a funding table and link to a funding sheet.
- Timely entry of dates in OPEN is recommended as this will record completion for per case funding.
- Funding sheets will contain additional information about non NCI funding sources if available.

# Funding Subfolder – CTSU Website

S1007

[Add to My Protocols](#)

A Phase III Randomized Clinical Trial of Standard Adjuvant Endocrine Therapy +/- Chemotherapy in Patients with 1-3 Positive Nodes, Hormone Receptor-Positive and HER2-Negative Breast Cancer with Recurrence Score (RS) of 25 or Less.

**NCI Funding Information (other sources of funding may be available, please review the Funding Documents)**

5 records

#	Funding Source	Funding Type	Funding Type #	Specify	Collect Type	\$ Value	CCOP Credit	Funding Status
1	DCTD	Base Intervention			Mandatory	\$2,250.00	1	ACTIVE
2	DCTD	High Performance Intervention		LAPS Intervention	Mandatory	\$4,000.00		ACTIVE
3	DCTD	Biospecimen	1	Bio-specimen – Tumor (Block)	Conditional	\$150.00		ACTIVE
4	DCTD	Biospecimen	2	Bio-specimen – Whole Blood	Conditional	\$100.00		ACTIVE
5	DCTD	Biospecimen	3	Oncotype Dx Submission	Conditional	\$250.00		ACTIVE

## Funding Documents

1 records

#	Document Title	Document Date	Format	Post Date
1	<a href="#">S1007 Funding Sheet</a>		PDF	03/13/14

# Site Resources



- The CTSU Bi-Monthly Broadcast, distributed on the 8th and 22nd of each month, will continue to be the main vehicle of communication.
  - Broadcasts are delivered directly via email and posted to the CTSU website.
- The CTSU Newsletter is distributed 3-4 times a year and contains detailed updates and news on CTSU initiatives.
- Link to NCTN informational documents under the Education and Resources Tab on the CTSU Members' website.
- CTSU Help Desk - [ctsucontact@westat.com](mailto:ctsucontact@westat.com)
- NRG Membership - [membership@nrgoncology.org](mailto:membership@nrgoncology.org)
- NRG Oncology Support email- [support@nrgoncology.org](mailto:support@nrgoncology.org)

Questions?







# Legacy Studies

- Trials approved to transition to the NCTN have been updated with the new lead Network Group.
  - Protocol names and numbers did not change.
- The cover page for all legacy trials have been updated to include all of the participants approved to enroll to the trial.
- The navigation tree on the Protocols Tab of the CTSU website has been updated to include nodes for the NCTN and folders for the new Network Groups. Legacy trials (status=Not Complete) will be located under the new Network Group folder.
- All studies now have an updated financial page with information on per case reimbursement. Additional data may be collected in OPEN where required.

# Tips for Sites Entering Funding Data

- To receive site per case funding for specific tests and/or biospecimen submissions, completion dates must be entered in the OPEN 'funding screen' on, or post, enrollment.
- Completion dates for biospecimens should be the date the specimen was sent out.
- Completion dates for QOLs or any testing that is required at multiple time points are only required to be entered one time and can be the initial completion date.
- Completion dates may be entered in the OPEN funding screen for any trial component that was completed after March 1st, regardless of when the patient was enrolled to the trial.
- The instructions are also available in the funding page of the CTSU website along with PPT file for more detailed information.