

Membership in NRG Oncology

Institution Roster

Person Roster

NRG Member Institutions Summary

Cooperative Group Members	# Main Members/CCOPs
NSABP (N) only	96
RTOG (R) only	18
GOG (G) only	29
NR	26
NG	24
RG	15
NRG	25
TOTAL	218

Current Summary of Main Members – 218

- **50 states**
- **10 Canadian provinces**
- **Puerto Rico**
- **16 Foreign countries**
- **76 Comprehensive cancer centers**
- **56 CCOPs/MBCCOPs**

Merging Rosters Example

Aultman Hospital (OH100)

- NSABP:** NSABP Inst. #58
Main Member with 2 active affiliates
- RTOG:** RTOG Inst. #1515 Affiliate of Main Member
(Jefferson Hospital)
- GOG:** GOG Inst. # 07617 Affiliate of Main Member
(Ohio State University)

Membership Requirements

“Parents” (Main Member, CCOP, LAPS)

- **Required to accrue 15 patient cases per year to NRG**
- **Maintain satisfactory data quality and audit performance**
- **Affiliate accrual will count toward the 15 case requirement**
- **Accrual credited to NRG will also count**

Membership Requirements

Main Members (cont.)

- **Main Members are able to designate up to 3 PIs**
 - **Should represent different medical specialties**
- **Per case reimbursement for affiliates will go to the Main Member**

Membership Requirements

Affiliate Members / CCOP Component

- Aligned with a Main Member
- Affiliates permitted to contract with only one Main Member
- North American affiliates required to accrue 3 cases per year
- International affiliates required to accrue 7 cases per year

Terminology

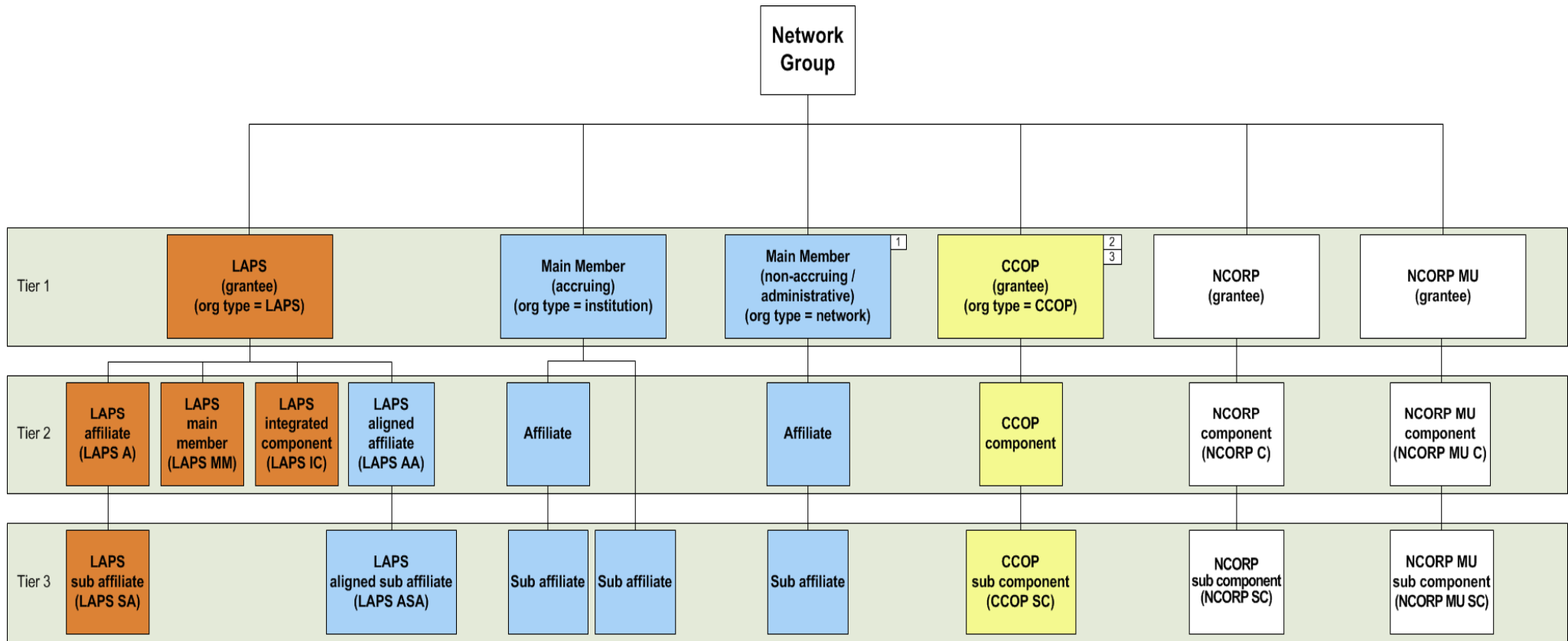
Cooperative Group  Lead Protocol Organization

Program/Research Coordinator  Lead Research Associate

Principal Investigator  Contact PI

Responsible/Local Investigator  Local PI

Site/Research/Program Coordinator  Local RA

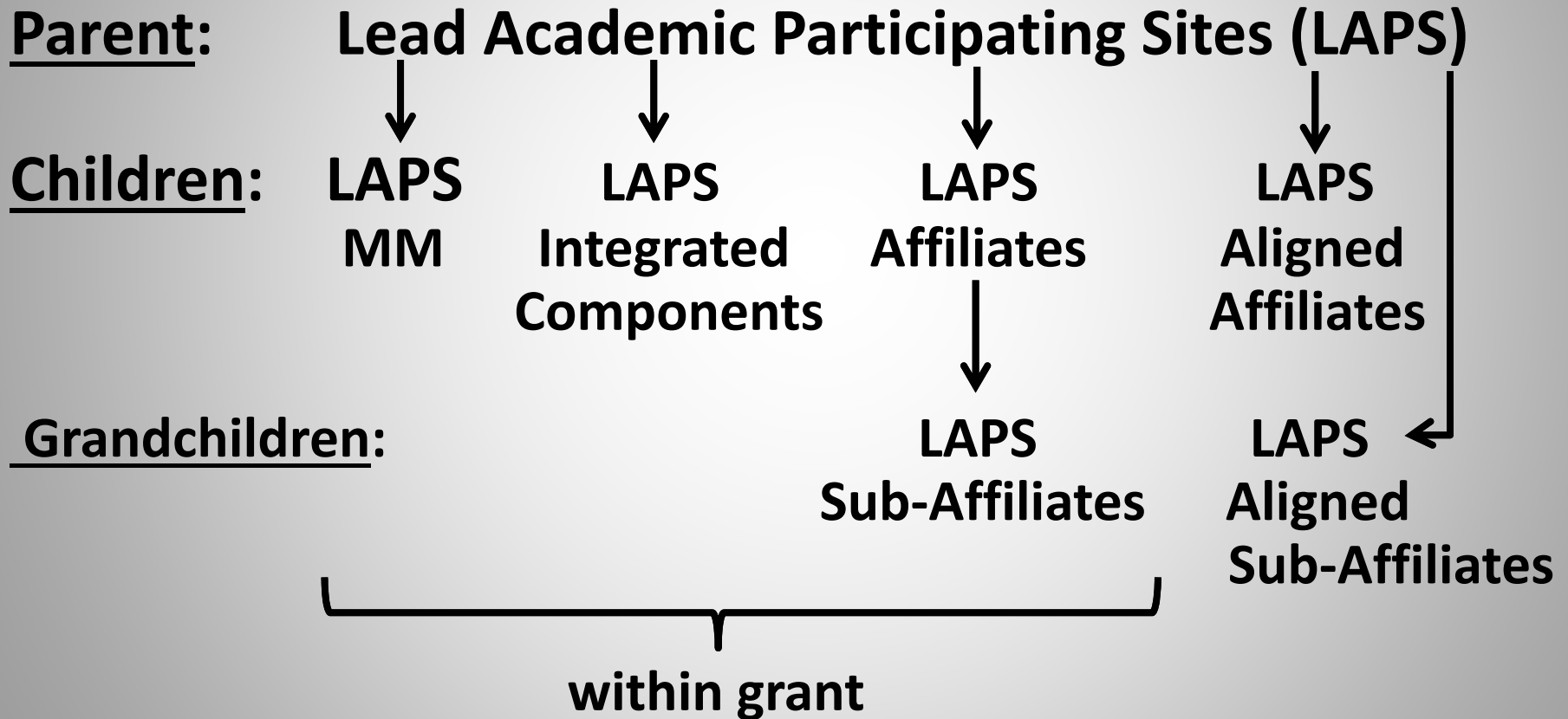


- LAPS Package
- Rostered
- CCOP Package

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

Membership Types (cont.)

NEW



Lead Academic Participating Site (LAPS) Definition

- **Designated by and funded through a grant from the Division of Cancer Treatment and Diagnosis (DCTD)**
- **Provide direct medical care to patients/study participants and have a comprehensive medical training program, as well as preclinical laboratories that perform basic research**

Sub Affiliate / Sub Component Definition

- **Healthcare practice locations, for example, clinics, physician offices or treatment locations. These locations are used by registered investigators to consent, register / enroll and treat patients.**
- **Can be Sub Affiliate of a Main Member or of an Affiliate**

Sub Affiliate / Sub Component Definition

(cont.)

Sub Affiliates / Sub Components **MUST** be on the Group roster if:

- **Consenting and/or registering (enrolling) patients, either directly or through a central registration with their linked LAPS, Network Group Main Member, Affiliate, NCORP, or**
- **Receiving investigational agent(s) or investigational imaging agent(s) or supplied agent(s) directly from NCI (Pharmaceutical Management Branch, DCP or a contractor)**

Adding Institutions to the NRG Oncology Roster

- **New Main Members:**
 - Extensive review by Membership Committee
 - LAPS and CCOPs (entire grant package accepted)
- **New Affiliates:**
 - Review by membership staff for completeness
 - Signed by Main Member
 - Approved by Deputy Chair of Membership
- **New Sub Affiliates:**
 - Review by membership staff for completeness

Who can add staff to the person roster and what staff can they add?

- **Lead RA and Co-Lead RA can make roster updates for all of their network sites**
- **Local Lead RA can submit roster updates for his/her specific site**

What roles can site personnel assign?

- All Primary Roles require a Person Primary Role Change Form to be submitted to NRG Oncology.
- The Lead RA and Co-Lead RA can sign All Primary Roles forms for their network sites except the Check Addressee and Lead RA changes.
- The Check Address and Lead RA change requests must be signed by the Contact PI.

- **Primary Roles that a Lead RA can assign are:**
 - **Contact PI**
 - **LAPS PI**
 - **Co-Lead RA**
 - **PI**
 - **Local Lead RA**

- **The following Primary Roles require Contact PI signature**
 - **Check Addressee**
 - **Lead RA**

- **Secondary Roles are assigned through the Site Roles Application on the CTSU Website (RUMS) by the Lead RA, Co-Lead RA and/or Local Lead RA.**
 - **Secondary Roles are:**
 - **Local PI**
 - **Fiscal Contact**
 - **Contract/Grants Contact**
 - **Rave CRA**
 - **Rave Read Only**
 - **Rave Site Investigator**
 - **OPEN Registrar**
 - **TRIAD Access**

- Adding/removing persons to/from the NRG Roster is different for Main Members and CCOPS
 - Main Members submit a Roster Update Form to roster@nrgoncology.org (future via RUMS)
 - CCOP roster changes are submitted through CCOPSYS
- Primary Roles are done the same way for both by submitting the Person Primary Role Change Form
- Secondary Roles are done the same way for both using CTSU Site Roles Application



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Membership Applications & Roster Forms

Roster Change Forms

- **Roster Information (updated 3-31-14)** - Information concerning NRG Oncology site and person rosters including instructions on how to update person rosters and roles.
 - **Person Roster Roles (updated 4-17-14)**
 - **Site Attribute Descriptions (updated 3-26-14)**
- **Person Roster Update Form (updated 6-10-14)** - Use this form to add or delete a person from the NRG Oncology Roster (non-CCOPs only).
 - **Person Roster Update Fillable Electronic Online Form (updated 4-22-14)**
- **Person Primary Roles Change Form (updated 4-29-14)** - Use this form to add, remove, or change primary person roles at Active sites.
 - **Primary Roles Change Fillable Electronic Online Form (updated 4-29-14)**
- **Follow-up Only Sites Person Primary Role Change Form (updated 3-26-14)** - Use this form to add, remove, or change primary roles for persons at Follow-up sites.
 - **Follow-up Only Sites Primary Role Change Fillable Electronic Online Form (updated 3-26-14)**
- **Site Attribute Form (updated 3-26-14)** - Lead RAs use this form to add or change site attributes.
 - **Site Attribute Fillable Electronic Online Form (updated 3-26-14)**

Membership Applications

NRG Oncology is now accepting applications from institutions that would like to join our group. Membership categories and requirements for maintaining membership can be found on the [Membership Requirements Page](#).

- **Main Member & CCOP Member Application** - Submit this application for institutions that would like to become an NRG Oncology Main Member or CCOP. Current NRG Oncology Affiliate Members who meet the requirements for Main Member status should submit this application if they want to apply to become a Main Member.
- **NRG Affiliate Member Application** - Submit this application to add an Affiliate, Sub-Affiliate, LAPS Aligned Affiliate or Sub-Affiliate.

Questions regarding application status should be sent to Membership@nrgoncology.org.

**Legacy information is maintained
at each independent office.**

Membership questions:

membership@nrgoncology.org

Roster questions:

roster@nrgoncology.org