NCORPs Navigating Site Codes/ MD Registrations

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Objectives

- ## How to Navigate Site Codes
  - Determining your site codes?
  - How many site codes does your NCORP have?
  - Which are components and sub-components?

- ## MD Registrations
  - Which MDs need to be registered with NCI?
  - How do you determine the enrolling MD?

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NCORP Site Codes

- Site code is assigned to practice/institution/clinic where majority of study-related evaluations are performed

- Location of practice/clinic, not geographically located with institutional campus, requires a separate site code from institution

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ECU Helpdesk Institution Codes

Please provide following information to ECU helpdesk for researching institution codes:

1) Institution Name

2) Institution Address

3) Institution Website (if available) or contact info for verification

4) Public Research Contact info (email and/or phone)

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ECU Helpdesk Institution Codes

- Note codes are created with overall address for institution.

- Institutions may have multiple addresses, such as:

  registration (associate & investigator)

  clinical drug agent shipping address

  address for NCTN/NCORP research base rosters
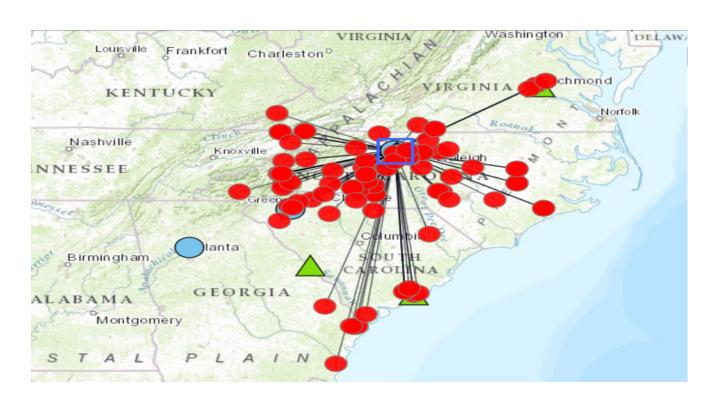
ECU Helpdesk Institution Codes

- Rules do NOT allow for departments such as radiation oncology, gynecology, etc. to be assigned individual CTEP site code #/ID

- Any outpatient/medical building part of the overall campus would fall under main institution site code

- Any location that treats, consents or has clinical agent delivered, must have own unique institution site code assigned and be claimed by NCTN/NCORP research bases

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ECU Helpdesk Radiation/ Imaging Sites

- ECU does not have ability to create "non-enrolling" imaging or radiation treatment facilities. They can't create them as "institutions" as they are not consenting/ enrolling/treating sites.

- As required by grant application, sites should be listed; but, no code will be assigned at this time unless site is currently an enrolling clinical site.

How do you determine your site codes

What is the difference Between *Component & Sub-Component*

Component

Definition of Community Site Component: In the context of NCORP Community Site structure, a "component" refers to a hospital, cancer center, physician practice, or other institution where patients/participants are enrolled on a regular and ongoing basis to the menu of NCI-approved clinical trials available to the NCORP Community Site. In addition, one or more of the NCORP Site components are expected to participate in cancer care delivery research. Community Site awardee will be regarded as the "primary component".

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Sub-Component
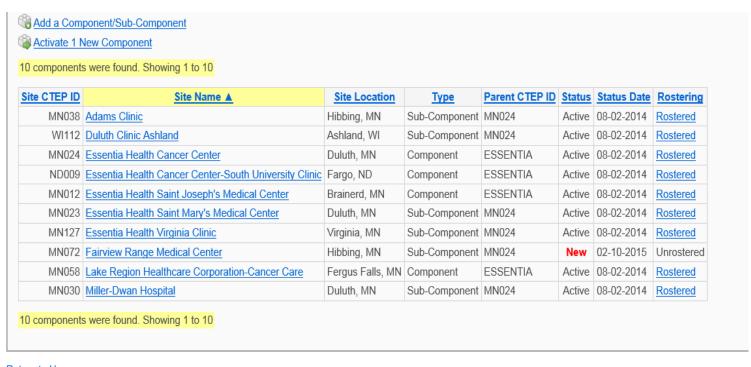
Definition of Community Site Sub-Component: In the context of NCORP Community Site structure, a "sub-component" refers to a practice or organization that contributes to the overall accrual of a component site but is located in a separate geographic location(s), is part of the component's business entity, and is managed by the component.

Examples

Add a Component/Sub-Component

Activate 1 New Component

10 components were found. Showing 1 to 10

Site CTEP ID	Site Name ▲	Site Location	Type	Parent CTEP ID	Status	Status Date	Rostering
MN038	Adams Clinic	Hibbing, MN	Sub-Component	MN024	Active	08-02-2014	Rostered
WI112	Duluth Clinic Ashland	Ashland, WI	Sub-Component	MN024	Active	08-02-2014	Rostered
MN024	Essentia Health Cancer Center	Duluth, MN	Component	ESSENTIA	Active	08-02-2014	Rostered
ND009	Essentia Health Cancer Center-South University Clinic	Fargo, ND	Component	ESSENTIA	Active	08-02-2014	Rostered
MN012	Essentia Health Saint Joseph's Medical Center	Brainerd, MN	Component	ESSENTIA	Active	08-02-2014	Rostered
MN023	Essentia Health Saint Mary's Medical Center	Duluth, MN	Sub-Component	MN024	Active	08-02-2014	Rostered
MN127	Essentia Health Virginia Clinic	Virginia, MN	Sub-Component	MN024	Active	08-02-2014	Rostered
MN072	Fairview Range Medical Center	Hibbing, MN	Sub-Component	MN024	New	02-10-2015	Unrostered
MN058	Lake Region Healthcare Corporation-Cancer Care	Fergus Falls, MN	Component	ESSENTIA	Active	08-02-2014	Rostered
MN030	Miller-Dwan Hospital	Duluth, MN	Sub-Component	MN024	Active	08-02-2014	Rostered

10 components were found. Showing 1 to 10

Return to Home

Examples

- Friendly Hospital (NC001) Component
  - Red Radiation Facility – uses same site code since owned by hospital
  - Cure Cancer Clinic – uses same site code since owned by hospital

- Dr. Ben Well (NC003) Sub-Component: owned by hospital and uses same FWA but located 3 miles from the hospital

- Dr. Phil Goode (NC002) Component:

  private oncology practice (Located 5 miles from hospital and has separate FWA)

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Physician Registration

- Investigators involved with clinical trial registration must be registered in NCORP-SYS
    - CITI Training / NIH Human Subject Protection Training
    - Register with the PMB
    - CTEP ID #
    - Roster in NCORP-SYS to research bases
    - Determine desired research base (NCTN/NCORP) affiliation

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How do you determine which physician to register/enroll a participate under?

Types of MDs

- Medical Oncologists
- Radiation Oncologists
- Gynecologic Oncologists
- Surgical Oncologists
- Urological Oncologists

If a medical oncologist and surgeon are involved in the care of a clinical trial patient, at registration you will only need to designate one of them as the registering physician. The surgeon does not have to be a registered CTEP investigator for the surgical part of the clinical trial when surgery and chemotherapy are part of the protocol.

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Conclusion

Questions