

DATE: August 21, 2007

TO: Cancer Committee Chairs, Cancer Liaison Physicians, and Cancer Registrars:  
CoC-Approved Cancer Programs

FROM: Stephen Edge, MD, FACS  
Chair, Quality Integration Committee

SUBJECT: Commission on Cancer's National Cancer Data Base Annual Call for Data

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**Data Submission Period Begins: September 10, 2007**  
**Data Submission Ends: November 2, 2007**

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**NCDB Annual Call for Data: Submission Years 1986, 1991, 1996, 2001, and 2006**

The CoC is committed to assisting hospital cancer programs with maintaining the highest level of data quality possible. We appreciate your facility's participation and contribution to the National Cancer Data Base. The submissions are a valuable resource utilized to assess and improve the quality of cancer patient care. This information enables cancer programs to compare treatment and outcomes with regional, state, and national patterns.

The Call for Data continues to utilize the Web-based data submission process that allows facilities to easily submit data and receive feedback on data quality based on national standardized data edits. Cases may be submitted beginning **September 10, 2007**. The deadline for initial submission of the current Call for Data submission years 1986, 1991, 1996, 2001 and 2006 is **November 2, 2007**. Resubmission of corrected cases is due by **June 1, 2008**.

The NCDB encourages registries that have a reference date on or before January 1, 1986, to submit their 1986 diagnosed cases with this Call for Data. However, if your facility's 1986 data are deemed to be too corrupt to be useful to the NCDB, the data may be withheld without incurring a penalty for Cancer Program Standards 3.6 and 3.7. Cases requested for 1991, 1996, 2001 and 2006 must be submitted if your reference date includes those years.

All of the documentation referenced below can be found on the NCDB "Data Submission Information" Web page at <http://www.facs.org/cancer/ncdb/datasubmission.html>. At this site, there are links to submission information for registrars and software providers, and to the data editing software and metafiles.

The document, Case Submission File Specifications and Format, found on both the Registrar and

Software Provider Web pages describes the cases to be submitted, the items required, and the submission record layout.

All records submitted will be reviewed for item-specific data quality. In advance of data submission, we strongly recommend that your registry run GenEDITS Plus with the NCDB Edits Metafile (NCDB\_18) to pre-edit the data transmission file. Instructions for setting up and running GenEDITS Plus are found in [Using GenEDITS Plus to Edit Your NCDB Data](#) located on the Edits Web page. GenEDITS Plus is the new Windows-based version of GenEDITS. In addition to the very detailed instructions available in this document, registrars are invited to attend either of two free NCDB GenEDITS Plus webinars on August 22 or September 19 (see <http://www.facs.org/cancer/coc/webconf3.html> for details).

The document titled [Data Submission Instructions](#) on the Registrars' page describes how to prepare the submission, validate the contents of the transmission file, and make the submission through our Web-based data submission tool. Please note that, if a software provider submits the facility's data, it is the registrar's responsibility to give the provider permission; this document explains how to do that, too.

After your facility's NCDB submission has been received and run through the standardized nationally accepted data edits, an e-mail will be sent to the facility's registrar verifying the data year(s), number of cases submitted, number of cases accepted, number of cases with quality problems, and the number of cases rejected. Registrars will be directed to the CoC Datalinks secure site, where they can view this information, the output from the data quality edits, a site by stage summary of cases in the submission file, and the report from the clinical checks.

Because there have been very few modifications to the NCDB data submission requirements in the past several years, CoC expects that programs should be able to meet submission deadlines. **Beginning with submission years 2006, 2001, 1996, 1991 and 1986**, extensions to the submission deadline will be given only in highly unusual situations, and no extensions will be given to programs that received extensions in both of the past two years. No extensions for the data correction deadline will be granted. Additionally, extensions to the data submission deadline to comply with standard 3.6 will affect the program's compliance with standard 3.7 so that submissions for the most recent year requested in the Call (2006) will not be eligible for the commendation rating even if the initial submission of the data is error free.

If you or a member of your cancer program team has any questions regarding the NCDB Call for Data, please contact NCDB at (312) 202-5106 or by e-mail at [NCDB@facs.org](mailto:NCDB@facs.org).