



A multidisciplinary program of the
American College of Surgeons

CLINICAL TRIALS DEVELOPMENT

National Cancer Data Base – Data Release Policies and Procedures

The American College of Surgeons Commission on Cancer (CoC) and the National Cancer Data Base (NCDB) uphold a strong commitment to advances in the prevention, early detection, and treatment of cancer. Similarly, our organization is committed to improving the quality of care of the cancer patients. The work of clinical trials cooperative groups supports these same ideals, and the CoC and the NCDB have considerable interest in supporting the activities of these organizations.

The NCDB has the ability to offer descriptive information about patient populations at CoC Accredited Cancer Programs to clinical trials cooperative groups. This information may provide cooperative groups with valuable insight for strategic recruitment and accrual of clinical trials eligible patients or other cooperative group activities.

Cooperative groups must abide by the policies listed in this document:

- All information requests must be made to the NCDB (*ncdb@facs.org*) either via email or in written form and must be completed on the NCDB Information Request Form for Clinical Trials (next page). NCDB analytic staff will fulfill information requests within thirty (30) days of written request. Fulfilled requests will never include patient/case identifiers. Specific data regarding individual caseload volume will not be provided; information will be grouped according to specific variables of interest as listed on the NCDB Information Request Form for Clinical Trials.
- Data sets containing case-level data will not be released to the requestor or the requestor's research institutions. All analytic requests should be directed to NCDB analytic staff.
- A letter or document summarizing how the information was used and how it benefited the requestor's activities will be provided to the NCDB six months following the release of the requested information. This document should indicate how many contacts were made and whether each contacted aided or benefited the requestor's outreach/accrual efforts.
- Use of NCDB information in all presentations and publications must be appropriately cited.
- Any questions and/or comments regarding the release of facility information are to be directed to NCDB senior management (*astewart@facs.org*).

Receipt of this policy indicates requestor's (and his/her organization's) acceptance of this policy statement.



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Provide the following information to NCDB to assist staff in responding to your request:

COOPERATIVE GROUP NAME:	
TRIAL NUMBER/NAME:	
INSTITUTION:	
PRINCIPAL INVESTIGATOR:	
DATE OF REQUEST:	

In addition to this information the request should include a synopsis (2-3 pages) of the study that includes, but is not limited to, the following items:

- Design schema
- Objectives
- Study design
- Accrual goal
- Explicit eligibility inclusion and exclusion rules
- Specimen collection to judge whether or not the NCDB can reliably and validly capture these patients and be a reasonable source for identifying high volume facilities
- Additional comments that may assist the NCDB staff in further defining the study

Return the request to:

American College of Surgeons Commission on Cancer
National Cancer Data Base
633 North Saint Clair St.
Chicago, IL 60611
Ph: 312-202-5085
Fax: 312-202-5009
Email: ncdb@facs.org

*Note: Requests are fulfilled based on available data elements collected by the NCDB.