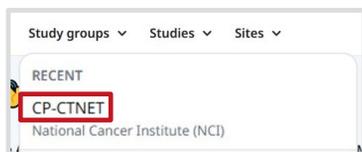


Accessing the CP-CTNet AQuIP Recruitment Journal - Site-Specific Events eCRF

The Cancer Prevention Clinical Trials Network (CP-CTNet) Accrual Quality Improvement Program (AQuIP) Recruitment Journal - Site-Specific Events electronic Case Report Form (eCRF) is available in the Recruitment study environment in Medidata Rave (see [QKREFGD13 Accessing Medidata Rave](#) for more information about accessing Medidata Rave). This section shows the process that accruing Lead Academic Organization (LAO) and Affiliated Organization (AO) staff follow to access the CP-CTNet AQuIP Recruitment Journal - Site-Specific Events eCRF in Medidata Rave.

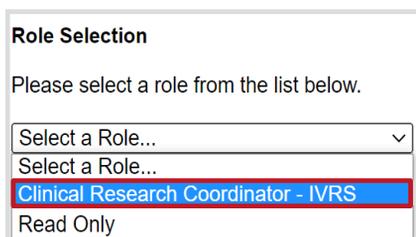
1. Select **CP-CTNET** from the *Study groups* dropdown at the top of the Medidata homepage.



2. Select **Rave EDC** under the CP-CTNET container.



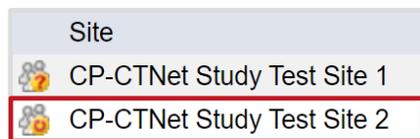
3. Select **Clinical Research Coordinator - IVRS** from the *Role Selection* dropdown. If only one role is assigned, this dropdown is not displayed. Proceed to step 4.



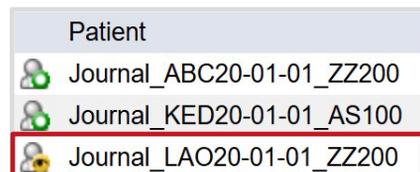
4. Select **Recruitment** from the *Studies* list.



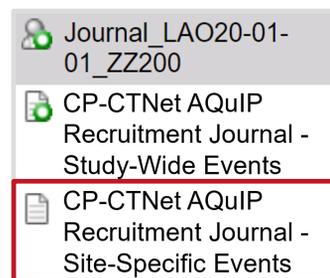
5. Select the **site name** from the *Site* list.



6. Select the **AQuIP Recruitment Journal ID** that aligns with the relevant study number and site code from the *Patient* list.

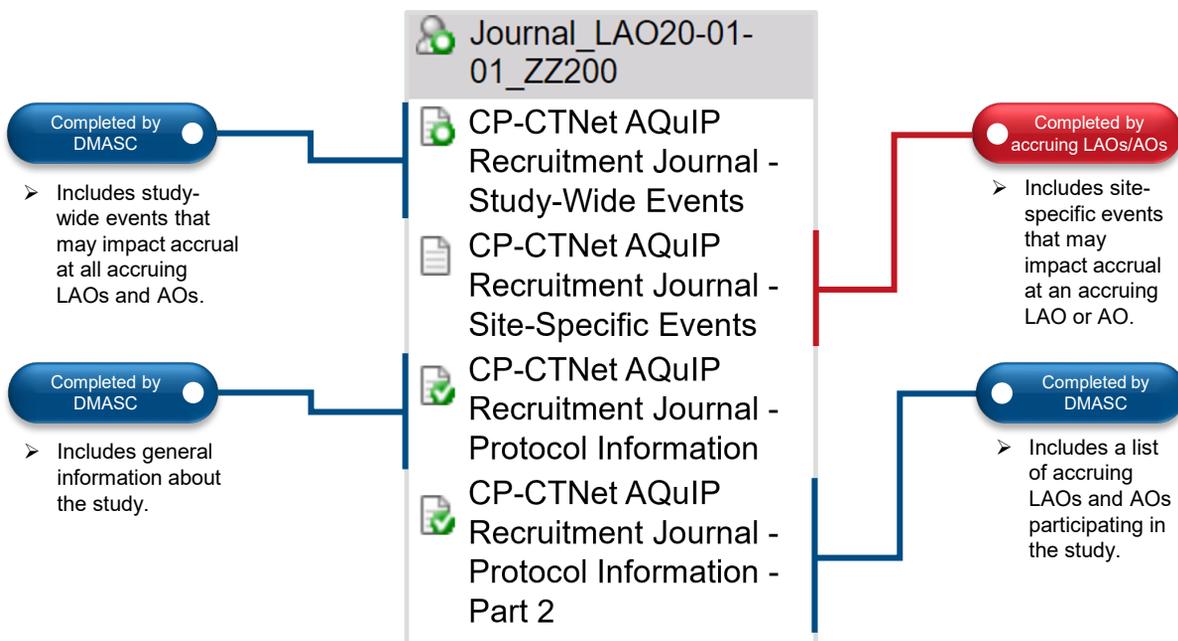


7. Select **CP-CTNet AQuIP Recruitment Journal - Site-Specific Events** from the left of the *Patient* page.



AQuIP Recruitment Journal eCRFs in Medidata Rave

The *Patient* page for an AQuIP Recruitment Journal ID includes all the study AQuIP recruitment journal eCRFs for an accruing LAO or AO. Accruing LAOs and AOs can view all the study AQuIP recruitment journal eCRFs for their site, but can only edit the *CP-CTNet AQuIP Recruitment Journal - Site-Specific Events* eCRF. This section summarizes the type of information collected on each eCRF and specifies the CP-CTNet group that maintains each eCRF in the *Recruitment* study environment in Medidata Rave.



CP-CTNet AQuIP Recruitment Journal - Site-Specific Events eCRF Overview

The CP-CTNet AQuIP Recruitment Journal - Site-Specific Events eCRF is used by accruing LAOs and AOs to report site-specific events that occur at their accruing LAO or AO that may impact accrual (either positively or negatively). The relevant fields and functions of this eCRF are highlighted below.

Start and End Dates

- Dates that the site-specific event started and finished impacting accrual.

Event Description

- Provide brief details about the site-specific event.

Pencil Icon

- Click this icon to update an existing entry with new information.

Add a new Log line

- Click *Add a new Log line* to add a new site-specific event.

Study Event

- Select the category that best describes the site-specific event.

Accruing LAO or AO Affected

- Select the accruing LAO or AO that is impacted by the site-specific event.

Form Fields:

- Study Event Start Date: [Dropdown]
- Study Event End Date: [Dropdown]
- Study Event: [Dropdown]
- Event Description [100]: [Text Area]
- Accruing LAO or AO Affected: [Dropdown]

Study Event Categories:

- A2 - Site Issues: Drug Shipment Authorization
- A3 - Site Open (provide date in Event Description)
- A9 - Accrual Hold (specify in Event Description)
- A10 - Accrual Hold Lifted
- A11 - Site Reopen
- A12 - Site Issues: Accrual Limit Increased/Decreased
- A13 - Site Issues: Language/Translation Issues
- A14 - Site Issues: Local IRB/Regulatory Issues
- A14a - Site Issues: Local Approval of Amendment
- A15 - Site Issues: Accrual Cap Reached
- A16 - Site Issues: Competing Study
- A18 - PI Issues: Availability
- A18a - PI Issues: Change in PI
- A19 - Staff Issues: LAO Staff Turnover/Availability
- A21 - Staff Issues: Site Staff Turnover/Availability
- A22 - Staff Issues: Site Staff Workload
- A23 - New Recruitment Strategy Started (specify in Event Description)
- A24 - Time of Year: National/Religious Holiday
- A26 - Time of Year: Weather

Accruing LAO or AO Affected:

- 04012 - Medical University Vienna
- 11030 - University Health Network-Princess Margaret Hospital
- 11037 - Dalhousie University
- 11280 - BC Cancer Research Centre
- 11285 - University of British Columbia Hospital
- 25186 - Queen Mary University of London
- 40002 - Chaim Sheba Medical Center
- 40019 - Tel Aviv Sourasky Medical Center
- 41058 - European Institute of Oncology
- 41062 - Galliera Hospital
- 43021 - Asan Medical Center
- AK010 - Alaska Native Medical Center
- AL002 - University of Alabama at Birmingham Cancer Center
- AZ009 - Saint Joseph's Hospital and Medical Center
- AZ020 - Mayo Clinic in Arizona
- AZ073 - Mayo Clinic Hospital in Arizona
- AZ163 - University of Arizona Cancer Center - Prevention Research Clinic
- CA006 - UCLA / Jonsson Comprehensive Cancer Center
- CA011 - USC / Norris Comprehensive Cancer Center

CP-CTNet AQuIP Recruitment Journal - Site-Specific Events eCRF Study Event Categories

Accruing LAOs and AOs use the *Study Event* dropdown to categorize the site-specific events that may impact accrual, either positively or negatively, during the accrual period. The site-specific event categories that are available for selection are listed below.

Site Status

- A3 - Site Open*
- A11 - Site Reopen
- A29 - Amendment Activated at Accrual Site**

Accrual Hold

- A9 - Accrual Hold
- A10 - Accrual Hold Lifted

Staff Issues

- A19 - Staff Issues: LAO Staff Turnover/Availability
- A21 - Staff Issues: Site Staff Turnover/Availability
- A22 - Staff Issues: Site Staff Workload

Principal Investigator (PI) Issues

- A18 - PI Issues: Availability
- A18a - PI Issues: Change in PI

Site Issues

- A2 - Site Issues: Drug Shipment Authorization
- A12 - Site Issues: Accrual Limit Increased/Decreased
- A13 - Site Issues: Language/Translation Issues
- A14 - Site Issues: Local Institutional Review Board (IRB)/Regulatory Issues
- A14a - Site Issues: Local Approval of Amendment
- A15 - Site Issues: Accrual Cap Reached
- A16 - Site Issues: Competing Study

Recruitment Strategy/Event

- A23 - New Recruitment Strategy Started
- A27 - Local Event Type: Hospital/Educational Event Type

Time of Year

- A24 - Time of Year: National/Religious Holiday
- A26 - Time of Year: Weather

Other

- A28 - Other

*A3 - Site Open is the first site-specific event that should be entered for each accruing LAO and AO.

**A29 - Amendment Activated at Accrual Site should be entered in a new log line anytime an accruing LAO or AO is activated to an amendment.