

Listing Cancer Center Trials in NCI's PDQ® Cancer Clinical Trials Registry

Investigator or Clinical Trial Office may email/mail protocol document in Word, WordPerfect or PDF format, along with a copy of the IRB approval from at least one of the participating sites, IRB approved consent form, and confirmation that the trial was approved by the Protocol Review and Monitoring System (PRMS) or the committee responsible for scientific review of trials at the Cancer Center.

Alternately, protocols can be submitted via an online submission form on the NCI Web site. A new, more user-friendly version of the submission form will be launched in the summer of 2006.

NCI staff work closely with principal investigators (PIs) or Clinical Trial Office staff to assist them in the submission process and to keep their trial information current. Investigators can review the trial description to ensure that key details are captured accurately.

Most trials are processed and added to NCI's Web site within 2 to 3 weeks from the time of a completed submission. In special cases, this process may be expedited.

New trials are added to PDQ weekly. Trial status and site information is updated weekly.

Investigators and clinical trial staff do not have to remember to update information about their trials; every quarter, we email trial staff a link to our user-friendly Web-based trial status and site update system. Annually, we mail a trial description to the PI for review of the scientific content of the trial description. Also, trial staff can email us with trial updates at any time.

Additional information on submitting clinical trials to PDQ is available on NCI's website at: <http://www.cancer.gov/cancertopics/pdq/questions-about-submitting-trials>

Contact Information and address for submissions:

If sending hard copy documents, send to:

PDQ Protocol Coordinator
Attn: CIAT
Cancer Information Products and Systems, NCI, NIH
6116 Executive Blvd. Suite 3002B MSC-8321
Bethesda, MD 20892-8321

Documents of no more than 20 pages (e.g., the IRB approval) may be faxed to the PDQ Protocol Coordinator at: 301-480-8105. PLEASE clearly identify the protocol by number when faxing related materials.

Protocol documents and other related materials may be sent as a Word or WordPerfect file via electronic protsub@cips.nci.nih.gov. PLEASE include the protocol number in the subject line of the message when sending materials by electronic mail.

If you have any questions or need further assistance, please call the PDQ Coordinator at (301) 496-7406 or email at kdavis@mail.nih.gov .