



DATE: June 4, 2010

TO: Michael Montello, Pharm. D.
Cancer Therapy Evaluation Program (CTEP)
National Cancer Institute (NCI)

FROM: NIH Privacy Act Officer

SUBJECT: Applicability of the Privacy Act: Cancer Trials Support Unit (CTSU)

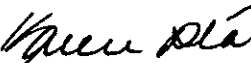
I have reviewed the NCI submission to OMB entitled, "Cancer Trials Support Unit (CTSU)" a contractor operated service offered by the National Cancer Institute, Cancer Therapy Evaluation Program (CTEP), to enhance and facilitate access to cancer clinical trials in the United States and Canada.

I have determined that the Privacy Act will apply to this data collection which involves the collection of personally identifiable information such as name, date of birth, social security number, mailing address, telephone number, medical record number and email address.

Survey questionnaires are used to objectively measure customer satisfaction and provide data needed to continually improve services. Surveys are circulated via email or upon completion of an enrollment in the Oncology Patient Enrollment Network. The email address of survey participants is collected and stored, but its distribution is limited to the quality assurance team and the project director. In addition, no personal identifying information is collected during the surveys, and questions are related to the system/services of the CTSU. CTSU forms collect minimal contact information and are submitted via fax or e-mail. Data collected from the forms is entered into the CTSU enterprise system. Identifying information based upon the user email is not used in the analysis of data, nor are any efforts made to link respondents to their email.

This data collection is covered by NIH Privacy Act Systems of Record 09-25-0200, "Clinical, Basic and Population-based Research Studies of the National Institutes of Health (NIH), HHS/NIH/OD."

If you have any questions, please contact my office at (301) 496-2832.


Karen M. Plá

Attachment: NIH Privacy Act Systems of Record 09-25-0200

cc: Martha Hering, RN, CCRP