

NCI CTRP Attachment 3a

NCI CTRP Registration Workflow and Screen Shots

Step 1: User accesses the NCI Clinical Trials Reporting Program website at <http://trials.nci.nih.gov> – see screenshot, page 2

Step 2: User enters “Username” and “Password” – see screenshot, page 2

Step 3: User reviews NCI Clinical Trials Reporting Program burden statement – see screenshot, page 3


Step 4: System displays “Search Submitted Clinical Trials” page – see screenshot, page 4

Step 5: User selects to perform “Initial Trial Registration” and completes initial registration – see screenshots, pages 5 - 8

CTRP Home and Login page

Clinical Trials Reporting Program Login

Clinical Trials Reporting Program

 NIH Login

OR

Username

Password

Remember me

SIGN IN

Need help signing in?

Don't have an account? [Sign up](#)

You are accessing a U.S. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only. Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties. By using this information system, you understand and consent to the following:

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National Cancer Institute
at the National Institutes of Health

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HELP AND SUPPORT
ctrp_support@mail.nih.gov
LAST BUILD
04-19-22 10:51
[API Build Details](#)

CTRP Burden Statement



Clinical Trials Reporting Program Registration

NCI CLINICAL TRIALS REPORTING PROGRAM (CTRP) SYSTEM

Warning Notice

- This warning banner provides privacy and security notices consistent with applicable federal laws, directives, and other federal guidance for accessing this Government system, which includes (1) this computer network, (2) all computers connected to this network, and (3) all devices and storage media attached to this network or to a computer on this network.
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NOTIFICATION TO RESPONDENT OF ESTIMATED BURDEN

OMB#: 0925-0600 EXP. DATE: 10/31/22

Public reporting burden for this collection of information is estimated to average sixty (60) minutes for this questionnaire, including the time to review instructions, search existing data sources, gather and maintain the data needed, and complete and review the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a current, valid OMB control number.

Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden to NIH, Project Clearance Branch, 6705 Rockledge Drive, MSC 7974, Bethesda, MD 20892-7974, ATTN: PRA (0925-0600).

Do not return the completed form to this address.

Accept

Reject

Search Submitted Clinical Trials



Search Clinical Trials Search Persons Search Organizations

Enter information for at least one of the criteria and then click Search.

Title:

Phase:

Pilot Trial?:

Identifier Type:

Organization Type:
Please select an organization type before selecting an organization

Principal Investigator:

Purpose:

Identifier:

Organization:

Search By Trial Category:

Search Reset



Search

Register Trial

Quick Links

Contact Us

Help

Register Trial

Use this form to register trials with the NCI Clinical Trials Reporting Program. Required fields are marked by asterisks (*).

Trial Identifiers*

Lead Organization Trial Identifier:*



30 characters left

ClinicalTrials.gov Identifier:



Other Identifiers

Other Trial Identifier:



Trial Details*

Title:*



4000 characters left

Phase:*



Is this a Pilot?

Trial Type:*

Primary Purpose:*



Secondary Purpose:

Accrual Disease Terminology:*

Lead Organization/Principal Investigator*

Lead Organization:* Please Select the Lead Organization ▾

Principal Investigator:* Look Up Person ?

Sponsor/Responsible Party

The information in this section is REQUIRED to enable "Upload from NCI CTRP" in [ClinicalTrials.gov](#)

Sponsor: Please Select the Sponsor Organization ▾

Responsible Party: ▾

Data Table 4 Information*

Data Table 4 Funding Sponsor Type: ▾ ?

Data Table 4 Funding Sponsor:* Please Select the Data Table 4 Sponsor Organization ▾ ?

NIH Grant Information (for NIH funded Trials)*

To record grant information, provide values for all fields, and then click the **Add Grant** button.

Is this trial funded by an NCI grant? * Yes No

Funding Mechanism ?	Institute Code ?	Serial Number ?	NCI Division/Program ?	
<input style="width: 100%;" type="text" value="--Select--"/> ▾	<input style="width: 100%;" type="text" value="--Select--"/> ▾	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text" value="--Select--"/> ▾	+ Add Grant

Trial Status*

Status Date ?	Status ?	Why Study Stopped? ?	
<input style="width: 100%;" type="text" value="mm/dd/yyyy"/> ? 📅	<input style="width: 100%;" type="text" value="--Select--"/> ▾	<input style="width: 100%;" type="text"/> <p style="font-size: 10px; color: #0070c0; margin-top: 5px;"><i>Administratively Complete, Withdrawn and Temporarily Closed statuses only</i></p>	+ Add Status

1000 characters left

Please refer to the [Trial Status Transition Rules](#).

Trial Dates*

Trial Start Date:* 
 Actual Anticipated 












Primary Completion Date: * 
 Actual Anticipated 

Completion Date: 
 Actual Anticipated 

Please refer to Trial Status Rules for Start and Completion dates.

FDA IND/IDE Information for applicable trials

To record IND/IDE information, provide values for all fields, and then click the **Add IND/IDE** button.

IND/IDE Types 	IND/IDE Number 	IND/IDE Grantor 	IND/IDE Holder Type 	NIH Institution, NCI Division/Program Code (if applicable) 	Availability of Expanded Access (if applicable) 	Expanded Access Record (if applicable) 	
-Select- 	<input type="text"/>	-Select- 	-Select- 	-Select- 	Unknown 	<input type="text"/>	+ Add IND/IDE

< Scroll left/right to view full table >

Regulatory Information

The information in this section is REQUIRED to enable "Upload from NCI CTRP" in ClinicalTrials.gov

Studies a U.S. FDA-regulated Drug Product: 

Studies a U.S. FDA-regulated Device Product: 

Product Exported from the U.S.:

FDA Regulated Intervention Indicator: 

Data Monitoring Committee Appointed Indicator: 

Trial Related Documents *

To ensure successful registration, upload a Protocol document and an IRB Approval document. If the Protocol document does not include the Informed Consent and/or participating sites, upload the Informed Consent document and a list of participating sites separately. You can use the [Participating Sites template](#) to submit your list of participating sites.

CTRP accepts most standard document types. For additional information about what document types are accepted, please refer to the Help section.

Protocol Document:* Browse... ?

IRB Approval:* Browse... ?

List of Participating Sites: Browse... ?

Informed Consent Document: Browse... ?

Other: Browse... ?

+ Add more...

 Save as Draft

 Review Trial

 Cancel

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NIH...Turning Discovery Into Health