

Network Rave Data Standards (NRDS) Training and Communication WG Meeting

Holly Massett and Ginger Riley
May 12th, 2015

Agenda

- Recap
- Communication Goals and Objectives
- Communication Matrix Activity
- NRDS Project Stakeholders
- Communication Challenges Discussion
- Next Steps

Recap

- The group agreed that an FAQ document is a critical component of the training.
- The group emphasized the need of building a compressive stakeholder list as a first step.
- Discussed how others have managed EDC training at their organization
 - Theradex: Informal with a user guide and screen shots
 - NRG: Nothing formally implemented
 - SWOG: Roadmap that contains template forms for minor adjustments

Communication Goals

- Goal
 - Support a successful transition for the NCTN/ETCTN implementation of NCI standards with consistent, effective, and timely communications among the stakeholder organization.
- Objectives
 1. Communicate out to the end users the “big picture” and expectations around processes and timelines
 2. Support implementation of the NCI standards
 - a) Communicate changes to project stakeholders
 - b) Provide mechanisms for two way feedback from end-users

NRDS Communication Matrix

- Communication Plan Approach for Stakeholders
 - Identify a list of stakeholders for internal, incoming and outgoing communications
 - Create a communication matrix to ensure all stakeholders are involved at the correct points in the process
 - Matrix example:

Stakeholder/ Audience	Role	Message

NRDS Project Stakeholders

- National Cancer Institute (NCI)
 - DCTD
 - CTEP
 - PIO
 - DCP
 - DCCPS
 - CCCT
 - CBIT
 - CTSU
 - Metadata
- NCTN
 - NCTN Network Groups
 - Alliance
 - COG
 - ECOG-ACRIN
 - NCIC
 - NRG
 - SWOG
 - NCTN Research Sites
 - Investigators and associates
- ETCTN
 - Theradex
 - Investigators and associates

Existing Communication Challenges

Organization	Representative
ECOG-ACRIN	Mary Vienneau
NRG	Vanita Patel Amy Krystkiewicz
Theradex	Pam Rapoport Diana Viluh
COG	Smita Subramanian Thalia Beels
SWOG	Cathy Rankin

Next Steps

- Continue working on the NRDS Communication Matrix
- Collate group communication challenges and use to develop components of the NRDS Communication Plan
- Next meeting will be May 26th, 2015 at 11:00am EST

Reference Information / Questions

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