


# Accrual Data Record Formats for Complete Trials - Include v4.4

Each line of the data file contains one record, is prefixed by the table name, and is comma delimited.

**Important!**  
Use blank fields for those fields that are included in the CDUS standard but not used by the CTRP.


Valid Record Formats and Field Sequence
<pre>COLLECTIONS,&lt;Study_Identifier&gt;,,,,,,&lt;Change_Code&gt; PATIENTS,&lt;Study_Identifier&gt;,&lt;Study_Subject_Identifier&gt;,&lt;Zip_Code&gt;,&lt;Country_Code&gt;,&lt;Birth_Date&gt;,&lt;Gender&gt;,&lt;Ethnicity&gt;,&lt;Payment_Method&gt;,&lt;Subject_Registration_Date&gt;,&lt;Registering_Group_Identifier&gt;,&lt;Study_Site_Identifier&gt;,,,,,,&lt;Subject_Disease_Code&gt;,, PATIENT_RACES,&lt;Study_Identifier&gt;,&lt;Study_Subject_Identifier&gt;,&lt;Race&gt;</pre>

The following is an example batch file for a study that has three study subjects, and one race per subject using CTRP accepted valid values. In the example below "Male", for example, is used instead of a CDUS accepted numeric value of "1".

Example Batch File
<pre>COLLECTIONS,"NCI-2011-03861",,,,,,,,,1 PATIENTS,"NCI-2011-03861",873222899999999,84124,,196311,Male,Unknown,Private Insurance,20060809,CALGB,149280,,,,,,,,,238.7,, PATIENTS,"NCI-2011-03861",8732228,84124,,196311,Male,Unknown,Private Insurance,20060809,CALGB,149280,,,,,,,,,238.7,, PATIENTS,"NCI-2011-03861",1,84124,,196311,Male,Unknown,Private Insurance,20060809,CALGB,149280,,,,,,,,,185.0,, "PATIENT_RACES","NCI-2011-03861",8732228,White "PATIENT_RACES","NCI-2011-03861",873222899999999,Asian "PATIENT_RACES","NCI-2011-03861",1,White</pre>

The following is another example batch file, accepted by CTRP, for the same study but using CDUS accepted numeric codes instead of the text values used in the example above .

Example Batch File
<pre>COLLECTIONS,"NCI-2011-03861",,,,,,,,,1 PATIENTS,"NCI-2011-03861",873222899999999,84124,,196311,1,9,1,20060809,CALGB,149280,,,,,,,,,238.7,, PATIENTS,"NCI-2011-03861",8732228,84124,,196311,1,9,1,20060809,CALGB,149280,,,,,,,,,238.7,, PATIENTS,"NCI-2011-03861",1,84124,,196311,1,9,1,20060809,CALGB,149280,,,,,,,,,185.0,, "PATIENT_RACES","NCI-2011-03861",8732228,01 "PATIENT_RACES","NCI-2011-03861",873222899999999,05 "PATIENT_RACES","NCI-2011-03861",1,01</pre>

**Special Characters**  
If you include any of the following characters in a value, enclose the field with double quotes:  
  
! " # \$ % & ' ( ) \* + , - . / : ; < > = ? @ [ ] \ ^ \_ { } | ~  
  
If you enclose a field with double quotes (as in "NCI-2012-00225"), CTRP interprets the string inside the quote exactly as presented. If the field does not contain any special characters, the quote marks are optional.

### ICD-O-3 Trial Format for Topography Codes

For trials using ICD-O-3 codes, use the [Subject Disease Code position](#) for ICD-O-3 Topography and Morphology (which must include Histology and Behavior codes). When you use both Topography and Morphology codes, separate them by a semi-colon as per the example below.

Format: site code; histology code

Code: C64.9;8000/3

Examples:

**SDC Topography**

PATIENTS,"NCI-2011-03861",8732228,84124,,196311,1,9,1,20060809,CALGB,149280,,,,,,,,,238.7,,

**ICD-O-3 Topography and Morphology**

PATIENTS,"NCI-2011-03861",8732228,84124,,196311,1,9,1,20060809,CALGB,149280,,,,,,,,,C64.9;8000/3,,