

# Working with Non-Interventional Trial Accruals

**Abbreviated/Imported trials:** Accrual is expected to be reported using the Summary Accrual type (this is the default accrual reporting type). Summary accrual is reported by each participating site. Summary level consists of only a cumulative accrual count per site. Centers can change the default accrual reporting type to Subject (which includes reporting of demographic data) or Partial Subject (which requires the reporting of only Study Subject ID, Registration Date and Participating Site data only) within the CTRP Accrual application as long as there is no accrual recorded for the trial record in CTRP. If accrual has been reported, the accruals will need to be nullified and an approval request will need to be submitted to the CTRO ([NCICTRO@mail.nih.gov](mailto:NCICTRO@mail.nih.gov)) to change the accrual reporting type.

**Complete/Protocol trials:** Accrual is expected to be reported at the Subject level (this is the default accrual reporting type.) Centers can change the default accrual reporting type to Partial Subject or Summary within the CTRP Accrual application, as long as there is no accrual recorded for the trial record in CTRP. If accrual has been reported, the accruals will need to be nullified and an approval request will need to be submitted to the CTRO ([NCICTRO@mail.nih.gov](mailto:NCICTRO@mail.nih.gov)) to change the accrual reporting type.

**NOTE:** Only one type of accrual reporting is allowed per study and only the CTRO can update the accrual type on a study once accrual has been reported.

If you need assistance updating the default accrual type within the CTRP Accrual application or updating the accrual type once accrual has been reported, please contact the CTRO ([NCICTRO@mail.nih.gov](mailto:NCICTRO@mail.nih.gov)).

For instructions, refer to the following pages: