

# Searching for Study Subjects - Include v4.4

You can search for a particular study subject record using any combination of the following three criteria:

- Study Subject ID
- Participating Site
- Birth Date

You must select a trial before you can search for study subjects. For instructions, refer to [Searching for and Selecting Your Trials](#).

## How to Search for Study Subjects

1. Select the trial you want to work with by following instructions in [Searching for and Selecting Your Trials](#), and clicking the corresponding NCI Trial Identifier link. The Search Study Subject page appears.

### Search Study Subject

Study Subject ID

Participating Site

--Select--

Study Subject Birth Date (MM/YYYY):

mm/yyyy

Search

+ Add New Study Subject

2. Type or select your search criteria from one or more of the fields provided.

**You can list all study subjects**

You can search for a trial by one or more criteria, or you can list all subjects associated with trials to which you have been granted access by leaving all of the search criteria fields blank.

3. Click **Search**.  
Your search results are displayed in the List of Study Subjects section of the page. The list is sorted by Study Subject ID and includes the following information:
  - Study Subject ID
  - Date on which the subject was registered at a given participating site
  - The Participating Site where this subject is registered
  - Date/Time when this record was updated in CTRP

### List of Study Subjects

Show 10

Search:

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Study Subject ID	Registration Date	Participating Site	Last Update Date/Time	Actions
1	10/29/2013	Massachusetts General Hospital	02/07/2014 11:36	
2	10/29/2013	Massachusetts General Hospital	02/07/2014 11:36	
3	10/29/2013	Massachusetts General Hospital	02/07/2014 11:36	
4	01/03/2014	Massachusetts General Hospital	02/07/2014 11:36	
5	01/13/2014	Massachusetts General Hospital	02/07/2014 11:36	

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4. To delete a study subject record, click the **Delete** icon (trash can).
5. To edit a study subject record, click the Edit icon (pencil), and follow the instructions in [Adding Study Subjects](#).