Deleting or Inactivating Program Codes - Include 20170912

1. On the **Manage Program Codes Master List** page, in the row for the program code of interest, click the Delete icon (🗑). The system checks whether the selected program code has been assigned to any trials. What happens next depends on the result of that system check:
   - If the selected program code has not been assigned to any trials, then a message appears, asking you to confirm the deletion.

   Confirm Delete ✖

   The following program code is not assigned to any trial, and will be permanently deleted:

   3 - Immunobiology

   Please confirm.

   [Delete] [Cancel]

   - Otherwise, a dialog box appears with details, asking you to confirm the inactivation.

   Inactivate Program Code Confirmation ✖

   The following program code is assigned to one or more trial(s):

   15 - Hematologic Malignancies

   Inactivating this program code will:

   - Unassign it from all trials that were active during the reporting period (see list below), and
   - Make it no longer available to assign to trials

   Note that only trials that were active at any time during the reporting period will be affected. The reporting period for your center is 1/1/2015 to 12/31/2015.

   Show [▼]   Search: [   ]   << < 1 > >>

Trial ID(s) ▼	Title	Lead Organization	Principal Investigator	Trial Status	Program Code(s)
NCI-2014-01652	Role of SAP/SH2D1A in NKT Cell Development and Activation	Children's Hospital of Philadelphia	nichols, kim	Active	15

   Showing 1 to 1 of 1   << < 1 > >>

   Are you sure you would like to proceed with this action?

   [Yes] [No]

2. After reading the provided information, confirm or cancel the action:
   - To confirm deletion, click **Delete**. To confirm inactivation, click **Yes**. The list changes to reflect your action:
     - If you deleted a program code, the system removes the program code completely.
     - If you inactivated a program code, the system removes the program code from *only* trials that were active at any time during the reporting period (For instructions on changing the reporting period, refer to Viewing the Assignments for a Program Code). You can no longer assign this program code to trials. For trials with this program code outside of the reporting period, the system appends "-inactive" to the program code.
   - To cancel deletion, click **Cancel**. To cancel inactivation, click **No**.