

Editing and Deleting Participating Site Records - Include v4.4

If a participating site record currently associated with the trial you are abstracting is incorrect, you can edit or delete the site.

How to Edit or Delete a Participating Site From a Trial

1. Search for the trial of interest. For instructions, refer to [Searching for Trials in PA](#).
2. In the search results, click the NCI Trial Identifier link for that trial. The Trial Identification page appears.
3. On the **Trial Identification** page, check out the trial. For instructions, refer to [Checking In and Checking Out Trials](#). (This checkout step is optional for Super Abstractors.)
4. On the **Administrative Data** menu, click **Participating Sites**. The Participating Sites page appears.
5. To delete a participating site from the trial, in the **Delete** column, select the **Delete** check box, and then click **Delete** at the bottom of the list of records.



If you delete a participating site from a trial, the system deletes all of its associated accrual data.

6. Confirm that you want to delete the site(s) in the pop-up window.

PO-ID	Site Name	Accrual Count
129345	M D Anderson Cancer Center	1

7. To modify participating site's information, click the **Edit** icon.
8. Make changes as necessary, and then click **Save**.