Accepting Requested Permissible Values - Include v4.4

All new permissible value requests are listed in the Pending Markers Report with the CTRP Status *Pending*. You can sort the list of markers by CTRP ID, Marker name, and Term Request date. Each permissible value requested via the Create Biomarker Request feature during trial abstraction is displayed in the report with the request date/time. Term Request Forms are provided for permissible values entered manually(i.e. typed in rather than selected as a result of a search in caDSR) during trial abstraction. Once requested, the link to the form is replaced by the request date/time. ¹

How to Accept Pending Marker Requests

- 1. On the main menu, click New Marker Requests.
 - The Pending Markers Report displays all new requests for permissible values, listed by request date.

ding Markers Repo	prt			🕐 <u>Help</u>		
larker Search						
CTRP ID		Marker Name				
New permissible value requested with the "Create Biomarker Request" feature Search Reset CaDSR Search Date and time the system sent the request						
CTRP ID	Marker Name	Term Request	caDSR Public ID	Action		
NCI-2014-00488	MTH-caDSR request	2014-04-29 17:39:35.083		Accept		
NCI-2014-00488	MTH-manual entry	Term Request Form	New Permissible Value request to caDSR	Accept		
New permissible value entered manually during abstraction		Term Request Form		Accept		
		2014-04-29 17:12:39.112		Accept		
NCI-2013-02005	Marker Entered Manually	Term Request Form		Accept		

2. Do one of the following to locate the request of interest:

or

- Sort the list by clicking the CTRP ID, Marker Name, or Term Request column. Click the column header(s) a second time to reverse the sort order.
- Search for the marker by its associated CTRP Trial ID. Enter all or part of the ID, and then click Search.
- Search for the marker by its name. Enter all or part of the Marker Name, and then click Search.
- (1) Allow enough time for the caDSR to process the request, and then search for the value in caDSR. For instructions, see Searching for Biomarkers in caDSR.

Your search may not return a marker name under the following circumstances:

- caDSR changed the value you requested due to an error (such as spelling), and added the corrected marker name to their records.
- There is no exact match in the caDSR database for the requested value you searched for. The system displays a message if this occurs.

Before you accept any value, check the spelling of the requested value, or search for part of the marker name instead,

3. Optionally, to assist you with determining the correct value, download/view the Protocol document associated with a report by clicking the **Docum**

ent icon () in the CTRP ID column.

4. Click caDSR Search.

The Marker Search in caDSR displays marker search options. For instructions, see Searching for Biomarkers in caDSR.

Case-Sensitive Search: Ores No Permissible Value:	Highlight Query Text: Meaning: Public ID (exact match):	○Yes ○No	
🔾 Search	n 🔇 Reset 🔇 Cancel	Copy and paste the Public ID	
Permissible Value	Meaning	Description	Public ID
MTHFR (methylenetetrahydrofolate reductase (NAD(P)H); Methylenetetrahydrofolate F 5,10-methylenetetrahydrofolate reductase (NADPH))	Reductase; Methylenetetrahydrofolate Reductase	 A flavoprotein (FAD). [EC 1.5.1.20 created 1978 as EC 1.1.1.171, transferred 1984 to EC 1.5.1.20] (from IUBMB). 	3379259
MTHFD1 (MTHFC; MTHFD; C-1-Tetrahydrofolate Synthase, Cytoplasmic; Methylenete Dehydrogenase (NADP+ Dependent) 1, Methenyltetrahydrofolate Cyclohydrolase, Forr Synthetase; C1-THF Synthase; 5,10-Methylenetetrahydrofolate Dehy	trahydrofolate MTHFD1 Gene myltetrahydrofolate	This gene plays a role in folate metabolism.	3694891
MTHFD2 (NMDMC; Bifunctional Methylenetetrahydrofolate Dehydrogenase/Cyclohydru NAD-Dependent Methylene Tetrahydrofolate Dehydrogenase Cyclohydrolase; Methylei Dehydrogenase (NADP+ Dependent) 2, Methenyltetrahydrofolate	olase, Mitochondrial; MTHFD2 Gene netetrahydrofolate	This gene is involved in the metabolism of folic acid.	3694913
SLC22A3 (OCT3; EMT; EMTH; Solute Carrier Family 22 (Organic Cation Transporter), Carrier Family 22 Member 3; Solute Carrier Family 22 (Extraneuronal Monoamine Tran Extraneuronal Monoamine Transporter; Organic Cation Tra	Member 3; Solute SLC22A3 Gene sporter), Member 3;	This gene is involved in membrane potential- dependent transport of organic cations.	4163132

- 5. Enter the search term and then click Search.
- 6. If the correct marker name (as per the Protocol document) appears in the caDSR database, copy the Public ID and return to the Pending Markers Report.
- 7. Paste or enter the Public ID into the caDSR Public ID field, and then click Accept. The value you selected is displayed for final approval.

Permissible Value	Meaning	Description	Public ID					
$\label{eq:MTHFR} MTHFR (methylenetetrahydrofolate reductase (NAD(P)H); Methylenetetrahydrofolate Reductase; 5, 10-methylenetetrahydrofolate reductase (NADPH))$	Methylenetetrahydrofolate Reductase	A flavoprotein (FAD). [EC 1.5.1.20 created 1978 as EC 1.1.1.171, transferred 1984 to EC 1.5.1.20] (from IUBMB).	3379259					
Proceed with the change								

8. To accept the term, click Proceed with the Change.

- The value is accepted and removed from the Pending Markers Report.
- 9. To send a request to caDSR for terms entered manually during trial abstraction, on the Pending Markers Report, click Term Request Form. The form is pre-populated with the term requested.

Create Permissible Value Request	
CTRP ID:*	NCI-2014-00488
To Email:*	ncictro@example.com
Sender's Email:*	anthonel@mail.nih.gov
Marker Name:*	MTH-manual entry
Found in HUGO?:	□ <u>HUGO</u>
Text of marker as written in the protocol	:
	Send Email 🔇 Cancel

10. Enter the text of the marker, and then click Send Email.

The system displays the date and time of your request and removes the Term Request Form.

1. The systems does not display requests for values associated with trials that have been rejected.