# Accrual Access Requirements and Rules - Include v4.4

Requirements for granting/denying access include the following:

- **Processing status** – Must be at least "Verified" (response or no response). See Trial Processing Statuses.
- **Site recruitment status** – Must not be "Withdrawn" nor "Not yet Recruiting". The participating site must have accrued patients at some point in the past, or is accruing patients currently.
- **Action** – You can grant or deny access to the Accrual site only when abstracting or validating the trial for which access is requested.

Once assigned, users can submit accrual data for all trials associated with their affiliated organization or organization family members. For *Complete* trials (Institutional and Externally Peer Reviewed), the organization must be a lead; for *Abbreviated* trials (Institutional), the organization must be a participating site.

Assignment at the organization or family member organization level pertains to trials that the organization has registered in CTRP and extends to those that it will register in the future.

The table below outlines the access and trial assignment rules for *Complete* (Institutional and Externally Peer-Reviewed) and *Abbreviated* trials.

| Access/Assignment | Complete Trial | Abbreviated Trial |
|---|---|---|
| Who can assign access? | A registered user logged in as the Lead Organization's Site Administrator | A registered user logged in as the Site Administrator |
| Who can be assigned access? | Any registered user affiliated with the Site Administrator's organization, or family member organization  (including the Site Administrator) | Any registered user affiliated with the assigner's organization (including the site administrator) |
| What types of trials can be assigned? | Complete trials for which the assigner's organization is the lead organization | Abbreviated trials for which the assigner's organization is the Lead Organization or participating site |
| How is access assigned? | <ul><li>By trial</li><li>By Organization</li><li>By Organization Family member [1]</li></ul> | <ul><li>By trial</li><li>By participating site</li></ul> |
| Who can submit accrual data? | Any assigned user, for any organization trials for which the assigner's organization is the Lead Organization | Any assigned user affiliated with the participating site |
| Which trials can the Organization Family Accrual Submitter submit accrual data to? | <ul><li>All *Complete* trials registered by the submitter's organization or family member organization</li><li>Trials currently registered in CTRP</li><li>Trials that the organization registers in CTRP in the future, once abstracted</li></ul> | <ul><li>All abbreviated trials registered by the submitter's participating site *only*</li><li>Trials currently registered in CTRP</li><li>Trials that the organization registers in CTRP in the future, once abstracted</li></ul> |

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1. The system automatically assigns the Organization Family Accrual Submitter access to any trial registered by new organizations added to an organization family in the future.  It withdraws access if the Organization Family Accrual Submitter's organization is removed from the organization family in the future.