


Registering Abbreviated (Industrial and Other) Trials



You can register Industrial/Other trials in the CTRP by importing them directly from ClinicalTrials.gov. You must enter a ClinicalTrials.gov Identifier (NCT ID) for each trial you register. If the trial you want to register does not have an NCI ID, or if you do not know it, contact the CTRO for assistance at ncictro@mail.nih.gov.

 The system registers the trials you import from ClinicalTrials.gov as *Abbreviated* trials. To classify a trial as "Other", contact the Clinical Trials Reporting Office staff at ncictro@mail.nih.gov after importing/registering the trial in the CTRP system.

For more information about Data Table 4 categorization, see [Guidelines for Abbreviated Trials](#).


How to Register Industrial Trials

1. On the toolbar, click **Register Trial**, and select **Industrial/Other**.

 To read a definition of each of the trial submission categories (study sources), click **View Trial Category Definitions**, or, click the Help icon () next to each category.

The Import ClinicalTrials.gov Trials page appears.

2. Enter the ClinicalTrials.gov Identifier, and then click **Search Studies**. The system searches for the ID you entered. If it finds a match in the CTRP, you can not import the trial.
3. If the system does not find a match in the CTRP, the trial record from ClinicalTrials.gov appears.
4. Click **Import Trial From ClinicalTrials.gov**.

 While it is possible for two users to attempt to import a trial at the exact same time, the system cannot process simultaneous imports. If you receive an error message the first time you attempt to import a trial, wait a short while, and then try again.

The trial is registered in the CTRP and assigned a unique NCI identifier with the processing status Submitted. The system synchronizes the imported record in the CTRP with the one in ClinicalTrials.gov.

5. To add your site as a participant in the trial, click **Add My Site**. The Add Participating Site page appears. The Participating Site list contains all organizations in the Organization Family associated with your CTRP account.
6. From the **Participating Site** list, select the organization that you want to add to this trial. Click **Next**. Another Add Participating Site page appears.
7. Complete the fields as per the instructions in [Adding Your Site to Abbreviated Trials](#), and then click **Save**. The system sends you an email message when the CTRO has accepted the trial for registration in the CTRP. If your trial is not *Industrial*, contact the CTRO at ncictro@mail.nih.gov to request categorization of the trial as either *National* or *Externally Peer-Reviewed*.

The system synchronizes *Industrial* and *Other* trials currently registered in the CTRP with ClinicalTrials.gov trials every night by comparing their ClinicalTrials.gov Identifiers. The system updates CTRP trial records with the data imported from ClinicalTrials.gov if it finds matching records.

 The CTRP system does not import Person information from ClinicalTrials.gov.