

# Updating Trial Information

- 1. For information on how to access the **Update/Verify Trial Data** page (for Complete trials), or the **Update Abbreviated Trial** page (for Abbreviated /Imported trials) see the following: [How to Access the Update/Verify Trial Data Page](#)
- 2. Review the information on the **Update/Verify Trial Data** or **Update Abbreviated Trial** page for accuracy, update available fields as necessary. Required fields are marked with an asterisk (\*). For data changes on fields that are not editable, contact the CTRO at [NCICTRO@mail.nih.gov](mailto:NCICTRO@mail.nih.gov).

### Update/Verify Trial Data page for Complete trials

Update/Verify Trial Data

Trial Details

Title

test Trial II without grants

Phase

I

Pilot Trial?

Trial Type

Interventional

Primary Purpose

Treatment

Secondary Purpose

Accrual Disease Terminology \*

SDC

Lead Organization / Principal Investigator

Lead Organization

Edited Case Western Reserve University

Trial Identifiers

NCI Trial Identifier

NCI-2017-00333

Lead Organization Trial Identifier

Ld 1234

ClinicalTrials.gov Identifier

+ Add ClinicalTrials.gov Identifier

Other Identifiers

Other Trial Identifier

+ Add Other Identifier

Regulatory Information

The information in this section is REQUIRED to enable "Upload from NCI CTRP" in ClinicalTrials.gov

Studies a U.S. FDA-regulated

Please verify ALL the trial information you provided on this screen before clicking "Update/Verify". Even if no data was changed, a Data Verification record will be saved with today's date.

Update/Verify

Cancel

Other Actions

### Update Abbreviated Trial page for Abbreviated/Imported trials

Update Abbreviated Trial

Trial Details

Title

Family and Personal History of Pancreatic and Other Malignancies in Patients With Intraductal Papillary Mucinous Neoplasms

Trial Type

Non-interventional

Non-Interventional Trial Type

Observational

Primary Purpose

Other

Study Model Code

Case-only

Time Perspective Code

Retrospective

Phase

NA

Is this a Pilot?

No

Data Table 4 Information

Trial Submission Category

Industrial

Trial Identifiers

NCI Trial Identifier

NCI-2017-

Lead Organization

Columbia University/Herbert Irving Cancer Center

Lead Organization Trial Identifier

AAAD6106

ClinicalTrials.gov Identifier

NCT01


Please verify ALL the trial information you provided on this screen before clicking "Update".

Update


Cancel

Other Actions

If applicable, enter a **ClinicalTrials.gov Identifier**, and then click **Add ClinicalTrials.gov Identifier**



An existing ClinicalTrials.gov Identifier cannot be changed. If the ClinicalTrials.gov Identifier specified for a trial is incorrect, contact the CTRO at [NCICTRO@mail.nih.gov](mailto:NCICTRO@mail.nih.gov).



When a trial is submitted, the system validates the NCT ID to ensure that the ID is unique among all other registered trials in CTRP. If a duplicate trial is found, an error message is displayed. If this occurs, verify the NCT ID. If you are certain that the number you entered is correct, contact the CTRO at [NCICTRO@mail.nih.gov](mailto:NCICTRO@mail.nih.gov).

Additional Notes:

- A trial can capture program codes from different organization families. For example, a participating site might belong to a different organization family than the lead organization. When you amend a trial, the Program Code field displays all codes from the master list for the organization family of the lead organization.
- Primary Completion Dates are optional for non-interventional trials. The system excludes such trials when submitting XML documents to [ClinicalTrials.gov](https://clinicaltrials.gov). Otherwise, Primary Completion Dates are required.
- If appropriate, upload any new or updated documents. For instructions, refer to [Uploading Trial-Related Documents](#). If you upload an IRB document, the CTRO reviews the updated record you submit and makes changes to the record as necessary. For example, if you upload an IRB document for a trial currently in the In Review state, the CTRO updates the IRB information section of the trial record (e.g., IRB status and approval number).
- For instructions on recording each field otherwise, refer to [Registering New Trials](#).

3. Select the **Update/Verify** button (for Complete trials) or **Update** button (for Abbreviated/Imported trials).

4. One of the following verification messages will display depending how the **Update/Verify Trial Data** or **Update Abbreviated Trial** page was accessed:

- a. **Trials to Verify** menu: The **Trials Needing Verification** page will reload, the count on the **Trials to Verify** tab will decrease by 1 and the following confirmation message will be displayed:

Trials to Verify 91	Search	Register Trial	Administration	Quick Links	Contact Us	Help
The Trial Verification and Update with NCI Identifier NCI-2017-02634 was successfully submitted.						

- b. **Search** menu: The **Trial Details** page will reload and the following confirmation message will be displayed:

Trials to Verify 92	Search	Register Trial	Administration	Quick Links	Contact Us	Help
Trial Details						
The trial update with the NCI Identifier NCI-2017-00333 was successfully submitted.						

#### Note

To review the updated verification record, return to the **Trial Details** or **Update/Verify Trial Data** page (Complete trials) for the trial. The **Trial Data Verifications** section displays all verification records to date.

### Trial Data Verifications

2 items found, displaying all items.1

Date	Verification method	Verified By
2020-08-04 23:53:17.832	Manual Verification Entered	ctrpsubtractor CI
2017-06-28 12:41:40.055	Abstraction Verified Response	CTRO Staff

Manual Verification Entered: When the Trial Owner or Submitter verifies the trial.

Abstraction Verified Response: When the trial has reached the Abstraction Verified Response/No Response processing status.