Removing Trial Record Ownership - Include v4.5

In your role as abstractor, you can remove ownership from any user currently designated as trial record owner.

How to Remove Trial Record Ownership

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 main menu, click **Assign Trial Ownership**. The Assign Trial Ownership page lists the current trial record owner(s).

Trial Owners				
One item found.1				
Name	**Email Address**	**Phone Number**	**Address**	**Action**
ClinicalTrials.gov Import	ctgovimport@example.com			**Remove Ownership**

Assign Trial Ownership Page-Current Trial Owners

5. In the **Action** column, click **Remove Ownership** for each user you no longer want designated as an owner of the current trial record. The system removes the user from the list of trial record owners.