#### **Overview**

The Record Consolidation Committee has created a test covering all of the SEER multiple primary rules. It involves two files: the first is the test file containing typical cancer reports to central cancer registries and the second is an equivalent gold standard file (as determined by an expert panel consisting of three respected long-time staff from SEER registries) containing the correctly consolidated tumor information for the test file records. Please note that the gold standard answers are the sole responsibility of the Record Consolidation Committee. Although members of the expert panel were from SEER registries, this does not imply any formal endorsement by the SEER program of the answers.

The objectives of this test are: 1) to measure the differences between registries and the gold standard in counting tumors using the SEER multiple primary rules, 2) to measure the differences in counting tumors among testing registries, 3) to evaluate the potential for developing guidelines for algorithms/logic that can be used by registries in determining correct tumor counts, and 4) to measure consistency in consolidated values in five critical fields (Date of Diagnosis, Primary Site, Laterality, Histology, and Behavior).

Please note that we are testing tumor consolidation, NOT patient consolidation. The test file has **656** records for **278** patients and includes cases diagnosed between 1/1/1998 and 12/31/2000. All records were created from real records from a number of registries. All identifying information has been de-identified.

Records were updated to improve interfield consistency and to make defaulted fields pass edits. The test file should pass most central registry edits.

It is recommended that a test database be used for this test. If, however, it is necessary to run the test using a "live" database, please note that the records have the following information that can be used to identify the test records:

- 1. The field Text—Usual Occupation (columns 103-142) contains "RC TEST PROJECT"
- 2. All Social Security Numbers (columns 1663-1771) begin with "11111" which differentiates them from real social security numbers

# Input file

The records are in NAACCR version 9 format and the file name is "RC\_IN.TXT" which you can extract from the zipped "RC\_IN\_123003.ZIP". In order for the file to work in your registry, it will be necessary for you to change the following fields to values that are acceptable by your particular registry. The Front-End Utility program (see page 3 of this document) is provided for this purpose.

- 1. Addr at DX—State (columns 42-43)
- 2. Addr Current—State (columns 824-825)
- 3. Follow-Up Contact—State (columns 876-877)
- 4. Addr at DX—Postal Code (columns 47-55)
- 5. Addr Current—Postal Code (columns 826-834)
- 6. Follow-Up Contact—Postal (columns 892-900)
- 7. County at DX (columns 44-46)

- 8. County—Current (columns 853-855)
- 9. Addr at DX—City (columns 22-41)
- 10. Addr Current—City (columns 804-823)
- 11. Follow-Up Contact—City (columns 856-875)

The test file also contains 21 fake Institutional ID Numbers (see **RC\_HospList.pdf**). Your registry must provide a valid number to substitute for each of the 21 numbers.

Also, please note that several input records contain over-ride flags. You can delete the flags by checking the box next to "Delete Over-ride Flags."

After running the Front-End Utility, you may want to split the file into separate files by Institution ID Number. The Split Hospitals Utility program (see page 3 of this document) is provided for this purpose.

# **Running the test**

Your registry should run the test file through your normal (automated and manual) processing. Please keep in mind, however, that we are testing tumor counts and that's all we are testing at this time. Also, note that some records may require some additional information which is available on the NAACCR web site as web text for simulated follow-back to the reporting source. You may search for the web text as follows:

- 1. Go to the Record Consolidation page on the NAACCR web site by clicking on **Registration Standards** and **Record Consolidation**.
- 2. Click on Simulated Follow-back Text (under Record Consolidation Test Project ICD-O-2).
- 3. Enter the social security number of the patient you are looking for.
- 4. The corresponding follow-back text will be displayed. If there is no follow-back text for the entered social security number, the message "N/A" will be returned.

# **Output file**

Once your tumor consolidation is complete, please export your consolidated file in NAACCR version 9 format. Name the file "RC\_TEST\_XX.TXT" ("XX" is your state code) and email to scapron@mindspring.com. A report comparing your file to the gold standard file will be sent to you.

#### **Record Consolidation Front-End Utility**

To install the Record Consolidation Front-End Utility:

- 1. Create a folder (preferably "C:\RC") for the installation files (RC Front-End Install.zip).
- 2. Unzip the installation programs into the folder.
- 3. Run "C:\RC\SETUP.EXE". The Record Consolidation Front-End Utility will be installed.

#### To run the Record Consolidation Front-End Utility:

- 1. Click your **Start** button, click **Programs**, and click **Record Consolidation Front-End Utility**.
- 2. Click **Browse** to select your input data file. The default is "C:\RC\RC IN.TXT."
- 3. Click **Browse** to name your output data file. The default is "C:\RC\RC\_STATE.TXT."
- 4. Click **Browse** to name your Summary Report file. The default is "C:\RC\RC SUMMARY.RTF."
- 5. Click **Next** to go to the next screen. Select (or enter) your State code and enter valid (for your state) Zip, County, and City information.
- 6. Click **Next** to go to the next screen. Enter valid facility codes (for your state) that correspond to the codes 1-21. The numbers will automatically be right justified and zero filled.
- 7. When you are finished and certain that all codes are correct, click **Update**. A new file with the output file name you specified in step 3 will be created. A summary report will also be created. The summary report can be viewed with any word processor (WORD, etc). Please note that the total records processed should equal **656**.
- 8. Click **Exit** at any time to exit.

# **Record Consolidation Split Hospitals Utility**

To install the Record Consolidation Split Hospitals Utility:

- 4. Create a folder (preferably "C:\RC2") for the installation files (RC Split Hospitals Install.zip).
- 5. Unzip the installation programs into the folder.
- 6. Run "C:\RC2\SETUP.EXE". The Record Consolidation Split Hospitals Utility will be installed.

### To run the Record Consolidation Split Hospitals Utility:

- 1. Click your **Start** button, click **Programs**, and click **Record Consolidation Split Hospitals Utility.**
- 2. Click **Browse** to select your input data file. The default is C:\RC\RC STATE.TXT."
- 3. Click **Browse** to name your Summary Report file. The default is "C:\RC\RC SplitHospSummary.RTF."
- 4. Click **Next** to go to the next screen. Click **Run**. The split hospital files will be listed on the screen along with the record counts for each file. The file names will begin with an "H" and are followed by the last 7 numbers of the Reporting Hospital [item 540] number. For example,

- records with a Reporting Hospital of 000000006543210 would all be written to a file named "H6543210".
- 5. A summary report will also be created. The summary report can be viewed with any word processor (WORD, etc).
- 6. Click **Exit** at any time to exit.
- 7. Please note:
  - a. This utility should be run immediately after the Front-End Utility. If the file has been resorted by any field other than Reporting Hospital, this Utility will NOT work correctly.
  - b. The total number of hospital files should be 20.
  - c. The total records processed should equal 656.