

Cancer Registry Research Information (CaRRI) Database: Instructions for Data Entry

Background: The CaRRI Database, developed by NAACCR and IMS, Inc., is designed to capture information on registry and IRB policies, procedures, websites, and fees for data requests. The CaRRI Database replaces the CDC's IRB Assistance site and the NAACCR's Researcher Registry Information Database and will serve as a centralized resource for researchers interested in using registry data. After registry responses have been entered and reviewed, data will be made publically available for query and report generation. The CaRRI database will benefit both researchers and registries alike. Not only will it eliminate the need for researchers to contact each individual registry, it will also allow the registry to maintain, and refer researchers to, a single location that summarizes requirements for data requests.

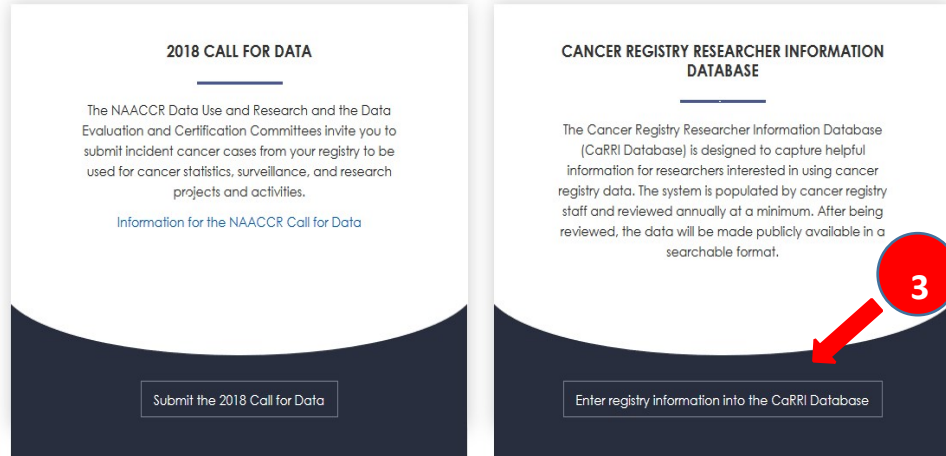
Who should submit data? All central registries, including Canadian Provinces, are asked to submit data. Data entry can be performed by active users on the Call for Data Submission site with an assigned role of 'Registry Administrator'.

When to enter and update data? Annually as part of the NAACCR Call for Data process, after all other submission requirements are completed. Deadline for submission is January 31, 2020. The system can then be updated throughout the year when contact information, website URLs, or procedures change.

Who to contact with questions and feedback? Technical issues, questions, and suggestions regarding the CaRRI Database can be sent to Recinda Sherman (rsherman@naaccr.org).

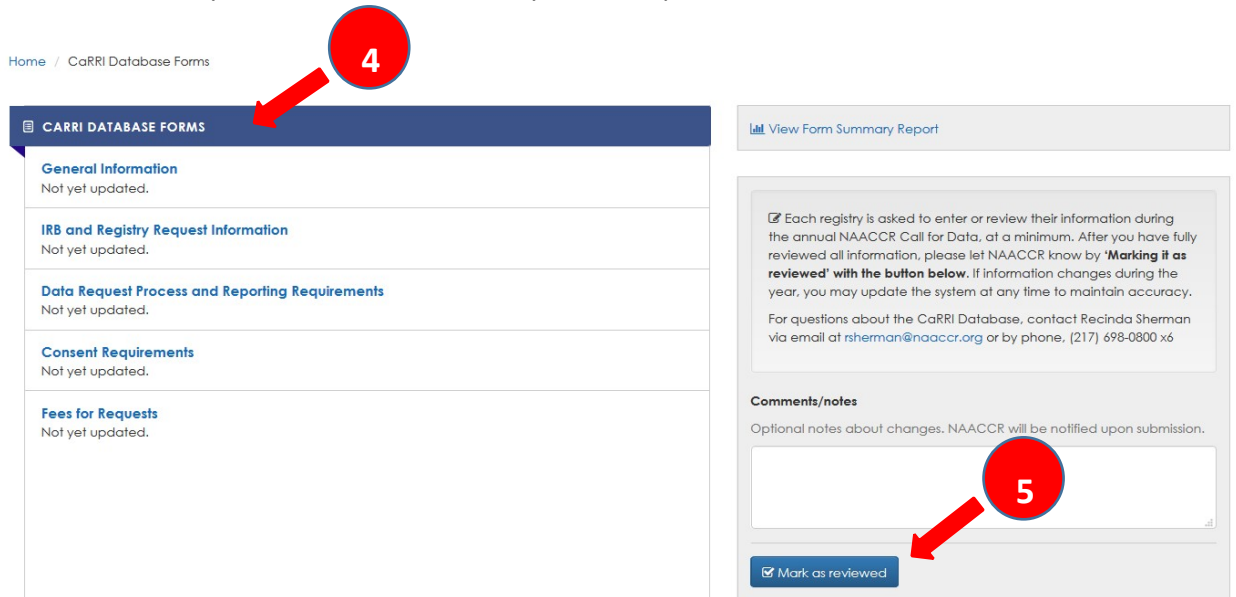
How to enter data? Please refer to the instructions below.

1. Via the Submit Tab on the Call for Data landing page: to the <https://www.naaccr.org/call-for-data/#Submit> or directly to the NAACCR Registry Dashboard: <https://naaccr-cina.org/>
2. Log in using your MyNAACCR username and password
3. Click on the option to "Enter registry information into the CaRRI Database"



4. Enter responses into each of the five CaRRI Database Forms. If the drop-down options do not address your registry’s specific situation, please select the closest option and inform NAACCR about the issue. To save your data, click the “Publish Data” button on the bottom of each Form.

NOTE: The “Publish Data” button WILL NOT actually publish information for the public to see, but will save it so you can continue data entry at a later point.



5. When data entry is complete, click the “Mark as reviewed” button on the CaRRI Database main page to indicate final submission.