**POLICY**

It is the policy of the Upstate Carolina NCORP (UC-NCORP) to review and make available to its affiliates, NCTN and NCORP Research Base studies that are appropriate for the affiliate sites, affiliate investigators and population served. The protocol review committee will be responsible for reviewing all newly activated protocols and communicating during the UC-NCORP leadership council meeting a synopsis of the study. The protocol review committee will identify trials that are appropriate to the resources and population served within the catchment area.

**GUIDELINES**

* The Protocol Review Committee conduct monthly meetings except for December and the month that NCORP annual meeting is held for a minimum of 10 virtual meetings for the purpose of reviewing and selecting protocols for UC-NCORP.
* The research Program Leads are responsible for reviewing newly activated protocols in their area and presenting at the Protocol Review Committee (PRC). The committee will ensure a balanced portfolio to meet the needs of the population in the catchment area, including Cancer Control, AYA, CCDR, and disparities-focused studies. The PRC is comprised of the Chair, Research Program Leads, and supported by UC-NCORP research staff.
* The chair of the PRC will present recommended trials for the Consortium at the Leadership Council meeting. The following criteria are used to review, prioritize, and recommend protocols:
  + Support Aims and Program Goals
  + Feasibility & Available Resources
  + Adequate Catchment Area Population
  + Competing Studies
  + Investigator Interest & Scientific Merit

|  |  |  |
| --- | --- | --- |
| **Protocol Review Committee Responsibility** | | |
| **Project Role** | **Role** | **Focus** |
| Amarinthia Curtis, MD | Chair | CC/CCDR |
| Jeremy Kilburn, MD | Member | Imaging & Treatment |
| Michael Humeniuk, MD (Leader in Training) | Member | Treatment |
| Patricia Griffin, MD | Member | GYN |

**REFERENCES:** NCORP Program Guidelines, Revised May 2018

**ASSOCIATED FORMS: N/A**

**COMMITTEE APPROVAL:**

Policy and Procedure Committee