Cancer centers across the nation face comparable obstacles during the various stages of trial start-up. At the Barbara Ann Karmanos Cancer Institute (KCI), incoming clinical trials were funneled through various paths: physician investigators, finance, and coordinators, inadvertently complicating start-up and affecting protocol activation timelines. The KCI Clinical Trials Office (CTO) identified the need for a centralized mechanism earlier in the activation process in order to manage concerns related to trial prioritization, feasibility, research team communication, multi-disciplinary team (MDT) assignment, trial suitability, and CTO resources.

The goal of the CTO New Study Committee (NSC) is to streamline the process for reviewing incoming clinical trials in order to ensure the trial could be feasibly and appropriately conducted at KCI. With the creation of the CTO NSC, the CTO strived to standardize MDT assignment and workloads, as well as improve communication and centrally manage the trial portfolio.

A collaborative committee including the Vice President, Directors, Managers, Supervisors, and expert coordinators is scheduled each week to review incoming studies that are submitted by physician investigators or CTO staff. A centralized email was created and it is reviewed weekly.

The CTO NSC held its first meeting on June 21, 2018 and has reviewed 218 studies as of April 15, 2019. Data has been provided in Appendix I CTO NSC Review Summary. Historically, physicians drove the MDT assignment; however, now the CTO NSC directs the path of the protocol, which allows for the CTO to take into account resources, competing trials, and the institution’s ability to make a significant contribution to the studies. An unexpected, positive outcome of the Committee was earlier identification of unique trial requirements (i.e., biosafety, interventional radiology, unique testing, etc.) which is subsequently reviewed at our site’s Feasibility Review and Operations Committee. This initiative also led to optimization of OnCore®, and the ability to track all incoming protocols managed by the KCI CTO.

The CTO NSC highlighted the need for a more robust protocol activation initiative. The KCI CTO is working to establish a more formal tracking mechanism in OnCore®, starting with the receipt of trial feasibility documents or notification of NCI study activation. The CTO NSC has been supported by institutional leadership to be the starting point for tracking incoming studies. In the future, the CTO will analyze CTO NSC data to support process changes in order to drive efficiency.

### Outcomes and Future Directions

- **2018 Study Outcome Summary**
  - Not Selected as a Site or Outcome Pending: 41% (as of April 2019)
  - Study Submitted to PRMC: 59%

- **2019 Study Outcome Summary**
  - Not Selected as a Site or Outcome Pending: 35%
  - Study Submitted to PRMC: 65%