

PRMC Member Workload Survey After Charter Alignment with NCI Requirements

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Background of the Problem:

The University of Cincinnati Cancer Center (UCCC) in 2019 revised its Protocol Review and Monitoring Committee (PRMC) Charter to optimize the review process of the UCCC PRMC and to align with best practices from existing NCI Designated Cancer Centers. Critically, the Charter was updated to create an expedited administrative review process. In 2022, a survey of PRMC members was taken to obtain insights into the impacts of these changes on member's workloads and PRMC experience.

Goals to be Achieved & Methods:

An anonymous survey was developed in REDCap by the PRMC Chair and clinical trials office. The intent was primarily to obtain member's self-reported average time for review completion and member's perceptions of Charter updates on their workloads.

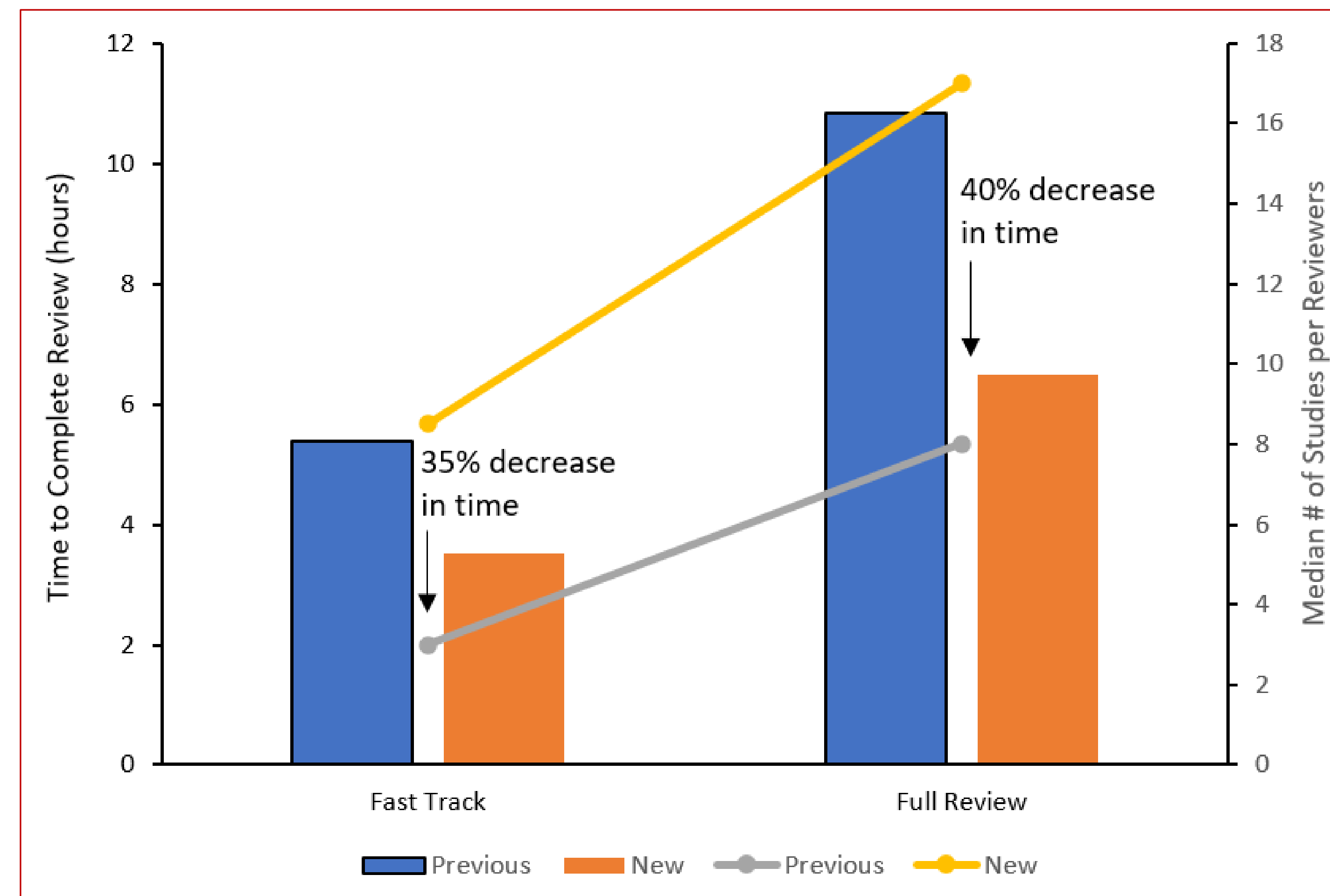
- All 23 current PRMC voting members were provided with a link to the REDCap survey via email one week prior to, and on the day of, the February and March 2022 PRMC meetings.
- A total of 17 responses were received for a 74% response rate.

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Outcomes:

Per the survey, on average a Full Review takes 67.8, Fast-Track 48.6 and Administrative 45 minutes to complete. There are 753 studies across review types from 1/8/2018 to 1/3/2022 in our dataset (Charter change effective May 2019). We took these average review times and multiplied each by the corresponding total number of studies within each review type from pre- and post-change. We normalized these values by dividing them by the number of total meetings pre- (16) and post-change (33).

- There was a significant time savings of 40% (Full Review) and 35% (Fast-Track) in the average time per PRMC meeting required to complete these reviews across all members.
- However, 62.5% of respondents reported the change had no impact on their own review time; 31% reported spending less time and 6% reported spending more time on reviews.



Outcomes (cont'd):

The total number of studies reviewed annually by PRMC were similar (154 in 2018, 123 in 2019, 139 in 2020, 126 in 2021). However, individually Fast-Track Reviewers experienced an 83% increase in the median number of reviews per year and individual Full Reviewers experienced a 13% increase in the median number of reviews per year. Indeed, there were 18 discreet Reviewers in 2018 and 2019, 15 in 2020 and 11 in 2021 (39% decrease in the number of reviewers).

Future Directions:

Going forward we will use these results to inform how PRMC review assignments are allocated to more evenly distribute reviews across all members. In addition, UCCC will seek to promote incentives at the departmental level to reward and recognize PRMC service as 41% of respondents reported not feeling like their service was recognized by their department at all. We hope that by increasing departmental recognition, and more evenly distributing workload as well as right sizing the committee, we will increase PRMC member engagement and reduce workload.