

**e-MEMORANDUM**  
**Assigned Random Case Selection Form**

Date

Institution #XXX

**CONTACT PERSON**  
**institution and number**  
**address 1**  
**city, state zip**

Dear name:

Thank you for returning your *Number of Cases Table* fax form. Attached you will find the QRRO *Assigned Random Case Selection* form so you can pull the cases in preparation for the site visit.

QRRO has selected a random sample from the total census of 10 cases (+5 substitutes) per disease site for Breast, Prostate, Cervix, and Gastric, 8 cases (+5 substitutes) for NSCLC and 5 cases (+5 substitutes) for LS-SCLC, if available. The substitute cases will be used to supplement the original case selections defined in the attached *Process Survey Case Selection* document if a selected case is determined to be ineligible.

This document contains the Sequence # and the corresponding assigned QRRO Case #. On behalf of your participating institution you can finalize your *QRRO Case Census Form* by recording the assigned QRRO Case # next to the corresponding Sequence #. ***The medical records for these cases with assigned QRRO Case #s will need to be pulled in preparation for the chart data abstraction at your facility. For prostate brachytherapy cases with assigned QRRO Case #s CT images will also be needed.***

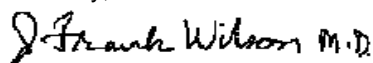
Based upon the format(s) of the case records the CDA may need access to electronic records. This can be accomplished by the participating institution printing them out, providing visual access to their system or a combination of both during the onsite visit. In most cases printing the electronic records will be most efficient. If they chose printing please request color printing when possible. The data being collected will include copies of LDR post-implant brachytherapy CT scans of the prostate.

All documents attached and/or cited in the instructions are available on the QRRO website at [http://www.qrro.org/intro\\_to\\_surveys.html](http://www.qrro.org/intro_to_surveys.html)

In the near future, our Clinical Data Abstractor (CDA) will schedule the visit to your facility at a mutually convenient time to review the selected charts.

If you have any questions about the forms or any other aspects of the QRRO Study, or if you need assistance in obtaining the information requested, feel free to call Dr. Jean Owen at (215) 574-3164 and she or one of the staff will be happy to assist you.

Sincerely,



J. Frank Wilson, M.D.  
Principal Investigator, Quality Research in Radiation Oncology

Attachments: Assigned Random Case Selection Form and Process Survey Case Selection.doc

cc: **Chief of Radiation Oncology, Clinical Data Abstractor**

J. Frank Wilson, M.D.  
Principal Investigator

Christopher Rose, M.D.  
Vice-Chair – Executive  
Chair – e-Data

Phillip Devlin, M.D.  
Vice-Chair – Executive  
Vice Chair – e-Data

Julia White, M.D.  
Chair – Breast

May Lin Tao, M.D.  
Vice Chair – Breast

Charles Thomas, Jr, M.D.  
Chair – GI

Bruce Minsky, M.D.  
Vice-Chair – GI  
Lisa Kachnic, M.D.  
Vice-Chair – GI

Benjamin Movsas, M.D.  
Chair – Lung

Ritsuko Komaki, M.D.  
Vice-Chair – Lung

Patricia Eifel, M.D.  
Chair – GYN

Beth Erickson, M.D.  
Vice-Chair – GYN

Michael J. Zelefsky, M.D.  
Chair – GU

Anthony Zietman, M.D.  
Vice-Chair – GU

Prabhakar Tripuraneni, M.D.  
Chair - Professional Educational

Mack Roach III, M.D.  
Vice-Chair - Professional Educational

Joseph Sedransk, Ph.D.  
Chair – Statistical Design

Jean B. Owen, Ph.D.  
Senior Director of QRRO

*ACR Staff Members*

Cheryl Crozier, R.N.  
Senior Survey Specialist

Alex Ho, M.S., M.A.  
Biostatistician

Najma Khalid, M.S.  
Researcher

Lisa Morabito  
Project Associate

