

Lung Screening Study

Specifications for Completion of the SC Cumulative Recruitment Summary Form

This form is required to maintain a record of recruitment summary data and to provide these data on a weekly basis. On a weekly basis, the SC will submit this completed form to the CC.

Screening Center: Record the two-digit screening center ID.

Staff ID: Record the four digit staff ID of the person completing the form.

Report Date: Record the month and day the form is completed. Zero-fill month and day, if applicable.

Reporting Period: Record the ending month and day corresponding to the period for which the recruitment results are summarized.

For each total, zero-fill the number if it is fewer digits than provided on the form.

Total Recruitment Packets Mailed: Record the total number of potential participants mailed recruitment materials to date. This number includes the total number of persons that were sent the recruitment packet.

Total Potential Participants Eligible: Record the total number of potential participants who have been determined to be eligible for participation in this study. Determination of eligibility has been performed through completion of the Eligibility Screener.

Total Potential Participants Ineligible: Record the total number of potential participants who have been determined to be ineligible for participation in this study. The three categories listed below detail the reasons for ineligibility for these potential participants.

History of Spiral CT Scan: Record the number of ineligibles from above that are ineligible because of a history of a spiral CT within the last 24 months.

Other Reasons: Record the number of ineligibles from the total ineligibles reported above that are ineligible for reasons other than a prior history of a CT scan or unable/unwilling to sign consent. Other reasons include failure to meet one or more of eligibility criteria #1, #2, or #3 in section 2.4 of the manual or meets one of the exclusion criteria #2, #3, #4, #6, or #7 in section 2.4 of the manual.

Unable/Unwilling to Sign Consent: Record the number of potential participants who were unable or unwilling, for any reason, to the sign consent form.

Total Potential Participants for Whom Unable to Determine Eligibility: Record the total number of potential participants for whom eligibility could not be determined. This includes the following:

- Individuals who have responded to a recruitment mailing but did not complete an Eligibility Screener (due to lack of interest or some other reason),
- Individuals who were excluded at the discretion of the PI for some reason other than the study exclusion criteria (e.g., a language barrier).

Total Participants Randomized: Record the total number of potential participants randomized into the study to date. These participants were found to be eligible, were willing and able to sign and return the informed consent, and have been subsequently randomized into the study.

Spiral CT Group: Record the number of participants from above that were randomized into the Spiral CT group of the study.

Chest X-ray Group: Record the number of participants from above that were randomized into the chest X-ray group of the study.

After Completing the Form:

- Fax it to the CC by 10 AM the Monday after the weekly reporting period ends. If the SC anticipates not being able to fax the form on Monday, it should be faxed the preceding Friday. If Monday is a study holiday, the form should be faxed on Tuesday.