

## Lung Screening Study

### Specifications for Completion of the Follow-Up Log

This form is to be completed by an SC staff member to document follow-up for participants with positive screens and small, smooth, non-calcified nodules/masses  $\leq 3$  mm. Each participant should be called and asked three follow-up questions. Follow these instructions for completing the Follow-Up Log:

#### Administrative Section:

**Date Form Completed:** Record the date the Log was completed. Month and day should be zero-filled, and two digits should be recorded for the year (e.g., 02/07/2001).

**Screening Center:** Enter the two-digit SC ID.

**Screening Center Staff ID:** Enter your four-digit staff ID number.

**Last Day of Reporting Period:** Record the month, day and last two digits of the year that correspond to the last day of the study week, Friday to Thursday, on which the positive screens or small, smooth, non-calcified nodules are summarized. Zero-fill month and day if applicable.

**Page:** The “Page” is a sequential number assigned to multiple logs mailed on the same day. For example, if multiple Follow-Up Logs were mailed in the same shipment, each would have a separate Page number. The first Follow-Up Log might be Page 1 of 3, the second one, would be Page 2 of 3, and the third would be Page 3 of 3.

#### Information Regarding Follow-up of Participants with Positive Screens:

**Participant ID:** Affix a PID label for each participant with a positive screen or a small, smooth, non-calcified nodule in the space provided. If forms for more than ten participants are transmitted at one time, attach extra Follow-Up Logs as necessary.

**Date Contacted:** Enter the date the participant was contacted regarding follow-up.

**1<sup>st</sup> or 2<sup>nd</sup> Phone Call:** Circle “1<sup>st</sup>” or “2<sup>nd</sup>” to indicate whether this is the first or second follow-up call made to the participant.

**Place a telephone call to the participant and ask the following three questions:**

**1. Have you seen or consulted with a doctor yet?**

If the participant says he/she has seen or consulted with a doctor, mark the box “Saw MD” in the 4th column of the table and stop the interview.

**2. If the response to Q1 is “no”, ask Do you have an appointment scheduled?**

If the participant says he/she has not seen a doctor but has an appointment scheduled, mark the box “Has Not Seen MD, Appt Scheduled” in the 5<sup>th</sup> column of the table and stop the interview.

**3. If the response to Q2 is “no”, ask Do you plan to schedule an appointment?**

If the participant says he/she has not seen a doctor and does not have an appointment scheduled but plans to make an appointment, mark the box “Plans to Schedule Appt” in the 6<sup>th</sup> column of the table and stop. Otherwise, mark the box “No Plans for Follow-Up” in the 7<sup>th</sup> column of the table and stop the interview.

**Note: Only one of columns 4, 5, 6, or 7 should be marked.**

**After completing the form:**

- Send the original form to CC in the weekly shipment.
- File a copy of the form in the SC central study file.