

ROCSS-EX Flowchart - Simple

Stage 1: Setting up your centre for ROCSS-EX

1. Obtain approval the study locally
2. Identify a collaborator team for data collection and telephone consultation
 - We recommend 1 collaborator per 10 patient.
 - All team members will need up to date GCP and CV

Stage 2: Accessing your local patient cohort

1. Access the local site ROCSS file to get the participant list
2. Look up each participant on the local computer system to prepare mailing list
 - Update contact details for those who are alive
 - Participants who have died: Keep on local database BUT remove from the mailing list
3. Assign participants to the local collaborator team members for follow up

Stage 3: Routinely Collected data

1. Using hospital systems enter 'routinely collected data' on to CRF 1 for all participants (alive or dead)

Stage 4: Contacting Participants

1. Edit 'ROCSS-EX Participant Letter' template from ROCSS-EX local centre pack
2. Post ROCSS-EX Participant Letter + ROCSS-EX Participant Information Sheet to each participant known to be alive



**at least
2 weeks...**

Stage 5: "Opt Out" Participants

1. Participant contacts centre to Opt Out of telephone consultation
2. Update CRF 1 with electronic data only

Stage 6: Telephone Consultation

1. Phone participants
2. Complete Telephone Consultation - ROCSS-EX Telephone Script provides assistance
3. Enter data on to CRF 2

Stage 7: Data Validation and Completion

