



The OPTIMA team would like to wish everyone a very Merry Christmas and say a huge

Thank You

for all your hard work this year.

Recruitment Update: 1175

OPTIMA prelim—412 OPTIMA main—763

Top Recruiters for November

Royal Albert Edward Infirmary	4
Queen Elizabeth Hospital, Gateshead	3
University Hospitals of North Midlands	3

Top 10 Recruiting Sites

Mount Vernon Cancer Centre	34
University Hospital Coventry	34
University Hospitals of North Midlands	34
Bristol Haematology & Oncology Centre	31
Blackpool Victoria Hospital	29
Addenbrookes Hospital	22
Peterborough City Hospital	21
Beatson West of Scotland Cancer Centre	20
The Christie	20
Wrexham Maelor Hospital	19

Hello and Goodbye!

We have another new starter at the Warwick OPTIMA office.

Welcome to Mariana Bernardo who has joined the team as a Trial Co-ordinator.

We are also saying goodbye to our Trial Administrator Kate Packard who is leaving OPTIMA and heading to the Lake District after 5 years working on the trial. Good luck with your new job Kate, we will miss you!



Recruitment tip of the month: Check that you are identifying all eligible OPTIMA patients

If you haven't done so recently, December is a good time to review your system for flagging potential OPTIMA patients at your MDT. Do you have an OPTIMA champion at the MDT? Are your fellow MDT members au fait with the study? We've produced Guidance notes for Surgeons and Breast Nurse Specialists and a laminated summary of the eligibility criteria for MDT meetings – for further copies, please contact the OPTIMA trial office.

Having flagged a patient at MDT, check that your system for relaying this to the research nurse and other staff that will meet the patient, is working.

Identifying all eligible patients is an essential early step for optimising recruitment.

Trials Unit and Laboratory Christmas Timelines

You should have, last week, received a postcard detailing Trials Unit and Laboratory closures over the Christmas period. If you have any queries about these dates and how they will impact on your potential patients please do not hesitate to contact us.



OPTIMA Tissue Transit Form

We understand that completing the Tissue Transit Form is not always straightforward so hope you find this annotated version helpful. Please remember that the trials office are more than happy to answer any queries you may have.

OPTIMA TISSUE TRANSIT FORM

This form must be completed when sending a tumour block to the OPTIMA trial central laboratory. Please read the instructions on the reverse of this form before completing the form and sending the tumour block.

SITE DETAILS
 Referring hospital: _____
 Contact name: _____ Contact telephone: _____

PARTICIPANT DETAILS
 Trial Number: [][][][] Initials: [][][] Date of birth: [][][]-[][][][]-[][][][][]
d d m m m y y y y

CONFIRMATION OF PARTICIPANT CONSENT
 I confirm this patient has given informed consent to take part in the OPTIMA trial (required): Yes No
 I confirm this patient has agreed to donate the remainder of their sample for future research (optional): Yes No
 Name: _____ Sign: _____ Date: _____

NUMBER OF TUMOURS BLOCKS SUBMITTED FOR THIS PARTICIPANT
 Number of tumour blocks submitted from the LEFT breast: [] Complete when more than one block submitted – Form number: [] of []
 Number of tumour blocks submitted from the RIGHT breast: []

TUMOUR BLOCK DETAILS
 Full histology number of this specimen: _____
 Code/letter/number of specific block submitted (e.g. 1A): _____
 Breast this block is from: LEFT RIGHT
 Date of surgery: [][][]-[][][][]-[][][][][]
d d m m m y y y y
 Invasive tumour size (mm): [][][]-[][]
 Number of nodes involved with macrometastasis or micrometastasis: [][][]

ROYAL MAIL TRACKING INFORMATION
 Tracking code (e.g. AA 1111 1111 1AA): []
(found on special delivery envelope)
 Date and approximate time sample despatched: Date: _____ Time: _____

FORM COMPLETED BY
 Name: _____ Date: [][][][]-[][][][][]-[][][][][]
d d m m m y y y y
 Signature: _____
N.B. Form must be completed by a medically qualified trial investigator or pathologist

OPTIMA Tissue Transit Form – Version 6.0, 21 Dec 2016

Confirmation of consent can be signed by any one on the delegation log.

This is important for the safety of the trial to ensure samples are tracked correctly. We need the DoB and initials to ensure the patient details on this form match the tumour sample submitted to the central lab.

Please enter the total number of tumour blocks sent to the Central Lab.

If more than one block is sent, ensure you complete one form for each block.

The form needs to be signed by a member of staff delegated to "Completion of Tissue Transit Form" NB: only trial investigators or pathologists who are members of the breast MDT can have this responsibility delegated.

Amending the Tissue transit form:

Corrections to the form can be completed by anyone on the delegation log apart from updates to:

- histology number
- block number
- tumour size
- number of involved nodes

These must be countersigned by the PI / someone on the log who has "completion of Tissue Transit Form" delegated to them.

Screening Logs

Screening logs are now due. The data that you send provides a valuable insight into what is happening at site level and collectively across the 90+ OPTIMA sites. Please can we ask you to complete them as fully as possible every month.

Data Clarification Forms

The first batch of these have now been sent out, we hope you received our postcard last week explaining the process. Please do not hesitate to contact the trials team if you have any queries relating to these forms.

Audio-recording

If you have a recorder, please ask your next eligible patient if you can record the appointment. Contact carmel.conefrey@bristol.ac.uk for more information.

Contact Us

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