

SPECIAL NOTATIONS	REQUIREMENT DETAILS	REQUIREMENT COMPLETED Y/N
LAB REQUIREMENTS	Normal study labs – CBCw/diff, CMP, TSH and T4, ACTH and AM cortisol, Hep testing if needed, and pregnancy test (required if pre/peri-menopausal)	Kits if patients consent – 20mL streck and 10mL red top tube C1D1, C3D1, within 3-5wks of las NAST dose, 6mo post-op, 12mo post-op Ship ambient same day, M-F Kits provided through kit management - ordered
QUESTIONNAIRES	Promis fatigue-7a – C1D1, 3-5wk post NAST, month 18 Promis-29 profile – C1D1, 3-5wk post NAST, month 18 Fact-G GP5 – 3-5wk post NAST, month 18 PRO-CTCAE – C1D1 of each cycle	All questionnaires are available in Credit
TISSUE SUBMISSION	Mandatory – 1 H&E slide after registration Required if consents – 1 block or 10 slides after registration and after surgery if there is residual disease	Ship Monday - thursday
RT REQUIREMENTS	Adjuvant therapy follows standard guidelines – no credentialing	
RADIOLOGY REQUIREMENTS	Breast and axillary imaging and Echo/MUGA required at pre-registration and standard of care imaging is done at surgery	No credentialed scanners
TRAINING REQUIREMENTS	NONE	
FUNDING	Study does not cover any drug costs only optional blood samples	CREDIT build completed

AE ASSESSMENTS	No solicited AES, no start/stop dates	SAE reporting is only for unexpected grade 4 events that are possible or greater, or grade 5 events
PHI DISCLOSURE	Standard PHI	Follow Essentia Health Policy EHA3032
MISC.	SWOG registration sheet in binder	DCP study
OUTREACH	Complete review for the following: <ul style="list-style-type: none">• Lab – Check with Lindsey for outreach kits – need to be able to ship from site• Radiology – Any scanners should work• Radiation – Duluth or Ashland• Treatment – Same as registration sites	Enrollment can go to Duluth, Virginia, Hibbing, Sandstone, Deer River, Moose Lake, Ashland, Fargo, Brainard

STUDY BRIEFING ATTENDANCE SIGN-OFF

By signing this debriefing, I attest that I have reviewed all required training modules, protocol, and/or any special requirements listed above for my study role. I agree to follow GCPs and instructions provided in the protocol in the conduct of this study. This briefing was completed prior to any study procedures, and I was given the opportunity to ask questions.

NOTE: The study briefing does not replace the teams (CRC/CRA) responsibility for reading the protocol in its entirety. It is the responsibility of each team (CRC/CRA) to brief/train any staff member who is covering this study in their absence.

PRINT NAME	SIGNATURE	TITLE	DATE