Strategic Management Plan Spring/Summer 2015 Update

What is the purpose of the Steering Committees?

The Steering Committees lead each of NAACCR's five priority areas - Strategic Alliances, Standardization & Registry Development, Research & Data Use, Communications, and Professional Development. In order to encourage related groups to work collaboratively and more effectively on cancer surveillance issues, existing groups were combined under each priority area to reduce duplication of effort and bring new focus and energy.

How do the Steering Committees function?

Steering Committees determine what additional structures such as work groups and task forces are needed under each priority area to ensure work is carried out. Additionally, each Steering Committee is supported by a priority area network or PAN of interested members to assure success in meeting Strategic Management Plan goals.

How have the Steering Committees progressed?

The following is an overview of their progress. Please click the Steering Committee name for additional information about the respective Steering Committees including a list of all active work/task groups. The table below is organized into Goals, Objectives and Activities as depicted below.

- **Goal**
  - ➢ Objective
    - **Activities**
    - ✓ Active/ongoing
    - ❖ Planned
    - • Complete
    - o On Hold

Standardization and Registry Development Steering Committee

- **Prepare for the cancer surveillance system of the future – a system that is more timely and adaptable to change.**
  - ➢ Explore how cancer surveillance systems will interface with electronic health records and continue to assess semantic interoperability issues.
    - o **EHR Reporting and NAACCR Volume II Harmonization Task Force**
    - ✓ **Primary Payer Crosswalk Task Force**
    - ✓ **Physician Reporting WG**
  - ➢ Stay engaged/remain current with national/international efforts regarding electronic health records and enhance efforts to include cancer in the "meaningful use" case for public health reporting.
    - o **Health IT Advisory Group**
  - ➢ Develop a vision and an action plan for the cancer surveillance community to prepare for the cancer surveillance system of the future. The vision and plan should address registry operations, data standards, and data use needs for cancer surveillance in the next ten years.
    - ✓ **Cancer Surveillance of the Future Task Force/Registry of the Future**
    - ❖ **Real-time Data Task Force**
- **Provide consensus standards and best practices for the collection and processing of cancer and patient information.**
  - ➢ Ensure the maintenance of Standards volumes and implementation guidelines that are consensus-based, reflect a comprehensive vetting process, and conform to interoperable content and transmission standards.
    - ✓ **EDITS Work Group**
    - • **Volume V Supplement Task Force**
    - ✓ **UDS Volume II Task Force**

- o **CS EDITS Task Force**
- o **ICD-10 Implementation Task Force**
- o **Historical Change Document Task Force**
- o **NCI caDSR Updates**
- • **Coordinating change proposal flow**
- • **Change Management Board**
- o **Path Search Term List Task Force**
- o **Volume I Review and Restructure Task Force**
- o **Volume III/Best Practices Inventory Task Force**
- ✓ **XML Implementation Task Force**
- o **SSN Task Force**
- ✓ **Uniform Data Standards Work Group**
- ✓ **ELR Messaging Comparison Task Force**
- ✓ **EDITS Impact Work Group**
- ✓ **ICD-O-3 Implementation Guidelines Work Group**
  - ➢ Develop standards/best practices for incorporating information from administrative and other data sources into the central cancer registry database to improve completeness and enhance registry data.
    - • **Discharge Data Best Practices Task Force**
    - ✓ **Registry Operations Advisory Group (ROAG)**
  - ➢ Develop methods to simplify the death clearance process and make it more efficient and cost-effective.
    - • **Death Clearance Task Force**
    - ❖ **Development of Death Clearance Follow-Back Task Force Development**
    - ❖ **Development of Death Clearance through Virtual Pooled Registry Linkage Task Force**
  - ➢ Facilitate automation of record consolidation by developing general principles and consolidation guidelines.
    - • **Data Item Consolidation Task Force**
    - ✓ **TNM Consolidation Task Force**
- • **Provide opportunities for mentorship in cancer registry operations to strengthen cancer registries and their personnel throughout North America.**
  - ➢ Provide a venue and act as a clearinghouse for sharing open source software products, SAS or other programs, algorithms, tools, and/or templates to make products more widely available and minimize duplicative efforts.
    - ✓ **Venue and clearinghouse for sharing tools**
- • **Facilitate collaboration between central cancer registries for sharing resources.**
    - ❖ **Development of Shared Resources Task Force**

Research and Data Use Steering Committee

- • **Develop efficient, centralized processes to improve access to North American population-based cancer registry data for cancer linkages, research and surveillance.**
  - ➢ Promote the use of quality, and timely registry data by enhancing the annual Call for Data and the various NAACCR CINA data products.
    - • **CINA Call for Data WG**
    - ✓ **CINA Editorial WG**
  - ➢ Develop a voluntary process to combine limited data from multiple registries to facilitate record linkage research.
    - ✓ **Virtual Pooled Linkage Task Force (progressing during 2015-2016)**
  - ➢ Facilitate the development and availability of state and province-specific relative survival data.
    - • **Survival Analysis Task Force (final work ongoing during 2015)**

  - ➢ Maintain and enhance tools to inform researchers about state and province-specific research experience, interests, and processes to initiate research.

- ✓ **RDU Steering Committee**
- ✓ **Research Webinar WG**
- ✓ **Journal Club**
- ➢ Increase accessibility to NAACCR's Cancer in North America (CINA) products by periodically evaluating data access policies and processes.
  - • **Research Application Review WG**
  - • **Data Quality Profile Templates TF (complete)**
- • **Increase the value and relevance of central cancer registries to the cancer control community, clinicians, researchers, and the public.**
  - ➢ Improve the timeliness of registry data by requesting incidence data submission at 12 months after the end of the diagnosis year.
    - ❖ **Registry Certification Work Group**
  - ➢ Improve the timeliness of registry data by requesting incidence data submission at 12 months after the end of the diagnosis year.
    - • **12 Month Data Task Force**
  - ➢ Establish "fitness for use" guidelines to improve data quality/completeness for specific purposes such as cancer control, survival, outcomes evaluation, comparative effectiveness research, and spatial analysis.
    - • **Fitness for Use Task Force**
  - ➢ Identify the hallmarks of registries with high quality/complete/timely data, and develop best practice guidelines based on identified measures.
    - ○ **Data Analysis Handbook for Researchers**
  - ➢ Develop software tools for use by central cancer registries that will generate comprehensive data assessment reports that registries can use to periodically evaluate the quality and completeness of their data.
    - ○ **Comprehensive Cancer Control Score Card Task Force**
- • **Facilitate sharing of technical resources and tools among NAACCR member organizations.**
  - ➢ Meet the geographic information needs of the NAACCR membership, including maintenance of relevant data items, acquisition and assessment of census data, and development of software tools and educational materials related to spatial analysis.
    - ✓ **GIS, Spatial, And Demographic Data Work Group Developed**
    - ✓ **2010 Census Data Task Force**
    - ✓ **NAACCR Geocoder WG (ongoing)**
    - ✓ **Census Tract Poverty Evaluation TF (complete)**

Communications Steering Committee

- ➢ Serve as the voice for NAACCR members on key issues involving central cancer registries.
- ➢ Use modern methods such as internet-based technologies to capture and share member views, opinions, and perspectives on important registry issues.
  - ✓ **Social Media WG (Twitter, Facebook, LinkedIn) Including World Cancer Day**
  - ✓ **Enhanced Social Media Pages**
  - ✓ **Sent relevant social media posts regularly. Working schedule of postings: Twitter daily; Facebook x2-3 a week (LinkedIn) is linked to HootSuite**
  - ✓ **Blog initiated** *(NAACCReview)*
  - ✓ **NAACCR Updates – will this be available on regular basis soon like every other week, monthly**
  - ✓ **Added Narrative poll feature to capture 'voice' of NAACCR Community**
- ➢ Develop position papers and policy statements, as appropriate, that support registries, cancer surveillance, and the NAACCR mission.
  - ✓ **News releases**
  - ✓ **NAACCR post conference workshops**
  - ✓ **NAACCR explainer (promotional) web video. A toolkit for promotion of the current video has been sent.**
  - ✓ **Draft proposal for the development of an overall communication plan – best practices**
- ➢ Serve as the voice for NAACCR members on key issues involving central cancer registries
  - ✓ **The Narrative WG**
  - ✓ **Draft proposal for the development of an overall communication plan**

- ✓ **Explainer video dissemination plan was developed and executed**
- ➤ Promote the sharing of expertise, knowledge, procedures, and best practices among NAACCR members to ensure efficiency and reduce redundancy of effort.
- ➤ Develop a resource on the NAACCR website where members may post informational items that may be of value to other NAACCR members.
  - ✓ **Replaced NetLink with new Causeway platform**
  - ✓ **Investigate Causeway to determine if we can expand use as a ListServ**
  - ✓ **Market our web site with teasers to links will be considered for implementation within an updated NAACCR web site**
- ➤ Develop an area on the NAACCR website where members may ask other members for guidance with particular issues or suggest a problem for collaborative solution efforts
  - ❖ **Develop an informational resource on the NAACCR website**
- ➤ Move NAACCR's use of web-based and technology-driven communication systems forward to improve information sharing, and promote adoption of best practices.
  - ✓ **Social media contest at NAACCR Annual meeting**
  - ✓ **Review/update NAACCR website**
  - ✓ **Case study underway for NAACCR website overhaul**
  - ✓ **NAACCReview Blog**

Professional Development Steering Committee

- • **Partner with other professional organizations to address recruitment and retention issues and delineate NAACCR's role in the national retention and recruitment effort.**
  - ➤ Develop and implement strategies to retain personnel in central registries by enhancing career opportunities for individuals with diverse skill sets such as epidemiology, operations, statistics, and information technology.
  - ➤ Support collaborative approaches to make career opportunities more attractive to individuals with skill sets and expertise to build and maintain the cancer registries of the future
- • **Develop a comprehensive multidisciplinary training program that provides cross-training and leadership skills to ensure that professional personnel in NAACCR member organizations possess the requisite skill sets required to excel in the rapidly changing cancer surveillance environment.**
  - ➤ Continue to provide educational venues to assist development of registry personnel in scientific, operational, technological, management, and data use issues.
    - ✓ **Pre conference workshops**
    - ✓ **Surveillance webinars**
    - ❖ **Develop comprehensive training plan**
  - ➤ Assist registries in the development of IT skill sets, including database management, information security, health information exchange/transfer, knowledge of cancer reporting requirements, reporting sources, file formats, coding schemas, and business needs.
    - ✓ **CTR-based webinars**
  - ➤ Create a comprehensive training program, including core competencies in the areas of leadership, management, registry operations, epidemiology/statistics, IT, and data security to prepare members for management positions and to provide for a reliable supply of NAACCR leaders.
    - ❖ **Understanding Population-based Cancer Registries Webinar Series**

Strategic Alliances Steering Committee

- • **Strengthen relationships with SMOs and existing partners, while establishing new alliances with key organizations to promote the NAACCR mission.**
  - ➤ Cultivate productive working relationships with SMOs by facilitating open communications and purposeful actions.
  - ➤ Enhance existing relationships and build new strategic alliances that benefit cancer registries and support the NAACCR mission.