

	Comprehensive Cancer Infrastructures 4 Europe	 Funded by the European Union
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CCI4EU

Comprehensive Cancer Infrastructures 4 Europe

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Summary

The main purpose of the Capacity Building (CB) foundation program is to create a pool of interventions and resources accessible to all teams in all Member States (MSs) and Associated Countries (ACs). This aims to support them in improving or developing their existing or future Comprehensive Cancer Infrastructures (CCI), with a focus on enhancing their research and innovation-related capacities. Additionally, it will lay the groundwork for developing an online training course open to teams in all MSs and ACs, directed at the various CCI teams. Furthermore, it will form the basis and support the implementation of two types of onsite interventions: (a) Deep Dives in up to nine CCIs in MSs with targeted interventions involving expert consulting teams, and (b) 3 regional conferences aimed at widening participation countries to implement CB among teams from CCIs.

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1. Introduction

A Capacity Building (CB) intervention is defined as an initiative that strengthens an organization's ability to fulfill its mission by promoting strong governance and a persistent commitment to achieving results.

The goal of D4.1 is to design a foundational CB programme encompassing a basket of interventions targeted to all Comprehensive Cancer Infrastructure (CCI) in a Member State (MS) or an individual region within an MS – and openly accessible to the public. Appropriate interventions were identified by means of a literature review and structured expert interviews. Interventions could consist of different materials and activities such as e.g. checklists, informative documents, or webinars, depending on the subject and context.

The success of the program will depend on the readiness of the CB recipients to effectively benefit from the interventions. Clarifying and applying these prerequisites to tailor the interventions will also be an objective of this Work Package (WP).

2. Methodology

To create the index of materials and resources required for developing the CB pool of interventions, a participatory methodology was chosen, involving a literature review and structured interviews with key experts from various themes included in the maturity model.

Initially, the methodology for creating the CB involved a literature review of potential types of interventions and how best to apply them, depending on the specific objectives and circumstances of the recipient. These interventions include both online and onsite activities such as webinars, self-study materials, checklists and templates for specific tasks, expert consultations, gap and barrier analysis, peer reviewing, mentoring, and twinning.

Following the literature review, it was decided, in agreement with the project management and other WP partners, to complement the gathered information by conducting structured interviews with experts ([Annex 1: Structured Interview](#)). Nine interviews, each approximately 45 minutes long, were conducted with key individuals covering clinical, research, organizational/policy-making, and patient perspectives (Table 1). To ensure regional diversity across Europe, experts were selected from the East (Poland), North (Norway), South (Italy, Spain, Greece), small countries (Ireland), and large countries (Germany).

In parallel, objectives for the CB were defined according to the criteria and maturity model developed in WP2 for all seven themes. To ensure compliance with timelines, WP2 provided criteria by theme in a sequential manner. Additionally, brainstorming sessions with experts in the different themes, as well as patient representatives, were conducted to detect previously unidentified needs.



Finally, a consensus face-to-face meeting among representatives of the participating institutions in WP4 was used to assign the most appropriate interventions to each objective, ensuring a tailored approach for each unique context and requirement.

Table 1: Experts interviewed

Expert Name	Expertise Ambit	Institution/Hospital	Country
Dr. Josep María Borrás	National Cancer Program	Institut Català d'Oncologia (ICO)	Spain
Dr. Iwona Logovska	Clinic Research	Maria Skłodowska-Curie Institute of Oncology (NIO-PIB)	Poland
Mrs. Kathi Apostolidis	Patient View	European Cancer Patient Coalition (ECPC)	Greece
Mrs. Patricia Doherty Mrs. Jacintha O'Sullivan Mrs. Julien O Grady Mrs. Audrey O Hallum Mrs. Jane Murphy Mrs. Deborah Cross Mrs. Val O'Brian	Nurse Education Program Nurse Research Surgery, Anesthesia and Critical Care	Trinity St James's Cancer Institute (TCD)	Ireland
Dr. Christoph Ostgathe	Palliative Care	Friedrich-Alexander-Universität Erlangen-Nürnberg	Germany
Dr. Hege Elisabeth Giercksky Russnes	InPreD- research	Oslo University Hospital (OUS)	Norway
Dr. Mritxell Bellet	Clinical Care	Vall d'Hebron Institute of Oncology (VHIO)	Spain
Dr. Verena Murphy	Business Development Clinical Trials	Irish Association for Cancer Research (IACR)	Ireland

The layout of the CB Program Index (Figure 1), was structured based on the Maturity Model (MM) developed by WP2 as well as insights from the expert interviews. The index is divided into various dimensions. The first dimension, "Theme," includes the eight themes from the MM. The second dimension divides each theme into different "subthemes," along with the "objective" of each subtheme. Following this, a series of "Recommended Interventions" and "Recommended Materials" per subtheme is included. This selection of recommendations is based on the interviews with experts and several online and offline meetings with partners from WP4 and WP6, among others, to reach consensus.



Following several meetings with WP5, the group responsible for developing the project's e-tool, it was decided to add various tags to improve the organization, clarification, and usability of the materials on the website were added (Figure 1). The newly associated categories include:

- Description: Free text (to be completed upon selection of materials)
- Resources (Taxonomy filter): Dropdown menu featuring the four options suggested (Case studies, Learning, Planning, Templates)
- Topic: Dropdown menu including the six proposed categories (Data, Finance, Governance, ICT, Research, Clinical Practice)
- Target Audience: Suggested categories: Managers, Professionals, Patients
- Content Type: Dropdown menu featuring the six options suggested (Audio/podcast, Checklist, Document, External website, Organigram, Video/webinar)
- Materials that have been identified as useful in several themes/subthemes are marked here in yellow and will appear independently in the web tool.

Figure 1: Foundational CBP Index

Theme	Subtheme	Objective	Recommended interventions	Recommended materials	Description	Resources (Taxonomy filter)	Topic	Target audience	Content type	
1. Structure of the Comprehensive Cancer Infrastructure (CCI)	Scope and members (structure) of the CCI	Structural and functional comprehensiveness	Regional symposium on CCI (live jul/24 or recorded), Templates, Gap and Barrier analysis, podcast on cross border collaboration	Governance Organigram Templates		Templates	Governance	Managers	Organigram	
				Checklist for areas and member information that could be included		Planning	Governance	Managers	Checklist	
				Regional symposium on CCI (live jul/24 or recorded) link to E7, E9, E13, E30		Learning	Governance	Managers, Professionals	Video/webinar	
	Operational structure of the CCI	Setting a clear organizational approach	Regional symposium on CCI (live jul/24 or recorded), Templates	Cooperation agreement example		Case studies	Governance	Managers	Document	
				Foundational and procedures SOP template		Templates	Governance	Managers	Document	
		Assuring sustainability	Regional symposium on CCI (live jul/24 or recorded), Expert consultation, specific webinar on financial plan	Regional symposium on CCI (live jul/24 or recorded) link to E4						
				List of experts for consultation [through contact point]		Planning	Governance	Managers	Document	
				Regional symposium on CCI (live jul/24 or recorded) link to E9						
				Template for financial plan		Templates	Finance	Managers	Document	
	Supporting coordination		Function description template for coordination point and board		Templates	Governance	Managers	Document		
	Tasks of the CCI	Having a clear strategic plan (link to theme 3 interfaces)	Regional symposium on CCI (live jul/24 or recorded), Templates, gap & barrier analysis	Example of methodology for setting up a strategic plan Link to E42		Case studies	Governance	Managers	Document	
				Regional symposium on CCI (live jul/24 or recorded) link to E8						
				Strategic plan template including assistential, reseach and educational aspects		Templates	Governance	Managers	Document	
				Checklist of aspects to include in the strategic plan		Planning	Governance	Managers	Checklist	
List of resources (apps/programs) that could help to develop/monitor the strategic plan link to E45					Planning	Governance	Managers	Document		



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2. Comprehensive Cancer Center (CCC)	Certification according to CRANE criteria or OECD/DKH	Setting clear and functional Governance	Webinar on accreditation, template, guideline	Governance Organigram Templates Webinar on accreditation Guiding manual (CRANE, OECD?)	Templates Learning Planning	Governance Governance Governance	Managers Managers, Professionals Managers	Organigram Video/webinar Document	
		Networking promotion	Webinar on existing networks and EU programs	List of websites	Planning	Governance	Managers	Document	
		Supporting multidisciplinary & Patient pathway	Refer to theme: Patient Pathways						
		Development of Education & Training program	Webinar, podcast, template	Webinar on education for nurses Webinar on education for patients Example of educational program Podcast of appraisal after educational activity Podcast on ways to gather information on educational needs	Learning Learning Case studies Learning Learning	Clinical Practice Clinical Practice Clinical Practice Clinical Practice	Managers Managers, Professionals Managers Managers, Professionals, Patients	Video/webinar Video/webinar Document Audio/podcast Audio/podcast	
		Promotion of Research & Innovation	Refer to Themes 4. Discovery & Translational research, 5. Clinical research, 6. Outcomes of Research						
		Clinical Cancer Registry	Regional symposium on CCI (live jul/24 or recorded), Expert consultation, specific webinar?, visit to expert	Regional symposium on CCI (live jul/24 or recorded) List of experts for consultation (through contact point) List of expert sites offering a visit (through contact point)	Regional symposium on CCI (live jul/24 or recorded) Link to E4 Planning Planning	Governance Governance	Managers, Professionals Managers, Professionals	Document Document	
		Participation in Prevention & Early detection	Refer to theme 7. Screening & Early detection	Check list with minimal information to be gather in the registry	Planning	Governance	Managers, Professionals	Checklist	
3. Interfaces	Interface Platform	Establish an Interface-Working Group (WG)	Template and checklist, podcast on the role of IF-GW	Template of foundational document (objective, mission function and checklist for areas and member information to be included) Examples Of Minutes templates (checklist) Podcast on the role of IF-GW	Templates Planning Learning	Governance Governance Governance	Managers Managers Managers	Document Checklist Audio/podcast	
		Launch a Common data infrastructure	Template, podcast on how to launch a common data infrastructure	Template for data utilization concept (including coordinated specifications for data definition, collection, storage and analysis, as well as patient consent and participation in the concept, etc) Podcast on how to launch a common data infrastructure	Templates Learning	Data Data	Managers Managers, Professionals	Document Audio/podcast	
	Establish an overall research strategy (link to theme 1, 4 and 5)	Regional symposium on CCI (live jul/24 or recorded), Templates, Mapping the research in the CCI	Examples of research strategy topics including: Research areas and questions (e.g. personalized medicine, early detection, nursing research)	Example of methodology for setting up a strategic plan Link to E12	Case studies	Research	Managers, Professionals	Document	
			Example of SOPs (for screening patients for study participation, for improving patients' acces to clinical studies)	List of resources (apps/programs) that could help to develop/monitor the strategic plan Link to E16	Planning	Research	Managers, Professionals	Document	
Interface Topics	Improve patient involvement and participation	Webinar (including MDT and patients)	Examples of activities to engage patients (webinar)	Case studies	Clinical Practice	Managers, Professionals, Patients	Video/webinar		
			List of patients associations with expert patients (in research) (through contact point) link to E88, E133, E134	Planning	Clinical Practice	Managers, Professionals, Patients	Document		
			Checklist on potential activities for participation	Concept map patient engagement and related terms	Planning	Clinical Practice	Managers, Clinicians, Patients	Checklist	
	Establish an educational and training agenda for professional groups (link to education in each subtheme)	Templates, mapping the existing education and training agendas	Templates of training agendas including (research, care, different professionals groups)	Links to training modules	Templates Learning	Clinical Practice Clinical Practice	Managers, Professionals Managers, Professionals	Document External website	
			Examples of QM systems	course to train internal auditors	Case studies Learning	Governance Governance	Managers, Professionals Managers, Professionals	Document Video/webinar	
	Establish a working group for QM	Mentoring, Webinar for internal auditors,	List of centers/experts for mentoring (through contact point)	Planning	Governance	Managers, Professionals	Document		
Promote the inclusion of outcome and Implementation research in the National Cancer Plan (NCP)	Podcast on example of success	Podcast on example of success	Case studies	Governance	Managers, Professionals	Audio/podcast			



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Organization of core research capacity	Up-to-date platforms & facilities + use plan link to theme 5 clinical research	podcast on organization of facilities (examples of success), checklist, template	Equipment use plan example (list of platforms, capacity, throughput time, how to access them, contact person, access to data, MAINTENANCE, CALIBRATION, etc) link to E94	Case studies	Governance	Managers, Professionals	Document
			Podcast on organization of facilities (examples of success)	Case studies	Governance	Managers, Professionals	Audio/podcast
	Developing a biobank	Webinar on faults and pitfalls, paper, checklist, list of experts, perceptorship	Quality plan for RESEARCH link to E95	Case studies	Governance	Managers, Professionals	Document
			Checklist for data collection (type, date, collection method, etc)	Planning	Data	Managers, Professionals	Checklist
			Webinar on faults and pitfalls	Learning	Data	Managers, Professionals	Video/webinar
			List of experts for consultation (through contact point)	Planning	Data	Managers, Professionals	Document
	Potentiating a Clinical Trial Unit and Office link to Theme 5, Clinical Research	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded), Podcast on examples of Success (Iwona I), perceptorship, SOP	List of available centers for visit (perceptorship) (through contact point)	Learning	Data	Managers, Professionals	Document
			Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded) link to E69, E85, E87, E93, E96, E104, E123, E126, E138, E144, E146, E178	Learning	Research	Managers, Professionals	Video/webinar
			Podcast on examples of Success (Iwona I) link to E97	Learning	Research	Managers, Professionals	Audio/podcast
			List of centers for visit (BBMRI) (through contact point) link to E98	Planning	Research	Managers, Professionals	Document
		SOP for founding procedures link to E99	Planning	Finance	Managers, Professionals	Document	
4. Discovery & Translational Research	Setting a Molecular Tumor Board-> link to theme 8 patient pathway	Podcast, SOP, regional conference	Podcast: How to Run Phase I Studies	Learning	Research	Managers, Professionals	Audio/podcast
			Podcast on examples of Success link to E103	Case studies	Research	Managers, Professionals	Audio/podcast
			Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded) link to E64				
	Improving the use of the produced data (link to theme 5 Clinical research)	Podcast on examples of data use, link to DMP tool	Example of SOP MTB members and functioning	Case studies	Governance	Managers, Professionals	Document
			Paper on experience link to E106	Learning	Research	Managers, Professionals	External website
			Podcast on examples of data use link to E107	Case studies	Data	Managers, Professionals	Audio/podcast
			Catalogue of standart operating processes link to E108	Learning	Research	Managers, Professionals	Document
	Establishing the regulatory framework	Template, links GCP courses	link to DMP tool	Planning	Data	Managers, Professionals	External website
			Template for Consent Form link to E113	Templates	Governance	Managers, Professionals	Document
			Link to GDP regulation agency to each member state link to E114	Planning	Governance	Managers, Professionals	External website
SOP for getting consent form link to E115			Planning	Governance	Managers, Professionals	Document	
		Checklist for documentantion for Ethical Committee aproval link to E116	Planning	Governance	Managers, Professionals	Checklist	
		Template for Approval and initiation process (times,contacts, etc) link to E117	Templates	Governance	Managers, Professionals	Document	



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Framework for conducting translational research	Establishing the regulatory framework	Template, links GCP courses	Template for Consent Form Link to E113 Link to GDP regulation agency to each member state Link to E114 SOP for getting consent form Link to E115 Checklist for documentation for Ethical Committee approval Link to E116 Template for Approval and initiation process (times,contacts, etc) Link to E117	Templates	Governance	Managers,	Document
			Podcast on Grant support office Link to E118, E173	Learning	Finance	Managers, Professionals	Audio/podcast
			SOPs (Alex Piris, Irene Mateos) Link to E119	Planning	Finance	Managers, Professionals	Document
			Podcast on the work of a Technology Transfer Office Link to E120 SOP foundational for TTO Link to E121, E175 SOP for integrating innovations in the clinic Link to E122, E176 Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded) Link to E63 Example of strategic research plan (including other sciences) Link to E86	Learning	Governance	Managers, Professionals	Audio/podcast
Having a clear strategic plan	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded), Template	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded), podcast on examples of success, webinar on involving patients in research, Webinar on existing networks and EU programs	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded) Link to E63 List of patients associations with expert patients (in research) (through contact point) Link to E47				
			Links to training modules	Learning		Managers, Clinicians, Researchers	External website
			Podcast on opportunities for career development	Learning		Managers, Clinicians, Researchers	Audio/podcast
			List of centers with good examples of career development (through contact point)	Planning		Managers, Clinicians, Researchers	Document
Up-to-date platforms & facilities + use plan link to theme 4 translational research	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded), Templates	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded), Podcast on examples of Success (Iwona L), perceptorship, SOP, Podcast on activity and importance of Quality and assurance Control	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded) Link to E63 Equipment use plan example (list of platforms, capacity, throughput time, how to access them, contact person, access to data,etc) Link to E56 Quality plan for RESEARCH Link to E58 Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded) Link to E63 Podcast on examples of Success (Iwona L) Link to E64 List of centers for visit (BBMRI) (through contact point) Link to E65 SOP for founding procedures Link to E66				
			Template for phase II/III/IV activity report	Templates	Research	Managers, Professionals	Document
			Template of guideline to clinical trial monitoring	Templates	Research	Managers, Professionals	Document
			Example of referral system	Case studies	Research	Managers, Professionals	Document
Setting a Molecular Tumor Board link to theme 8 patient pathway	Podcast, SOP, regional conference	podcast on examples of data use, link to DMP tool	Podcast on examples of Success Link to E68 Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded) Link to E63 Example of SOP MTB members and functioning Link to E70 Paper on experience Link to E71 Podcast on examples of data use Link to E72 Catalogue of standart operating processes Link to E73				
			Checklist of data to be collected on research (num and type of clinical trials, setting, number of pts screened and included, ..)	Planning	Data	Managers, Professionals	Checklist
			Podcast on different models of organization	Learning	Governance	Managers, Professionals	Audio/podcast
			Example of SOP	Planning	Governance	Managers, Professionals	Document
Promoting staff scientific productivity	Podcast on how to assure time protection in big centers	Podcast on how to assure time protection in big centers	Template for Consent Form Link to E75 Link to GDP regulation agency to each member state Link to E76 SOP for getting consent form Link to E77 Checklist for documentation for Ethical Committee approval Link to E78 Template for Approval and initiation process (times,contacts, etc) Link to E79 Podcast on Grant support office Link to E80	Learning	Governance	Managers, Professionals	Audio/podcast
			Establishing the regulatory framework Link to theme 4	Templates			



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5. Clinical Research											
Framework for conducting clinical research	Improving funding opportunities (link to theme 4)	Podcast on Grant support office	Podcast on Grant support office Link to E80	It describes the rules to be followed for submission of project proposals to a research funding programs (herein referred to as calls) to optimally align							
			Integration of innovation (link to theme 4)		Podcast on the work of a Technology Transfer Office, Podcast on example of success spin off	SOPs (Alex Piris, Irene Mateo) Link to E81	Podcast on the work of a Technology Transfer Office Link to E82				
			Having a clear strategic plan (Link to theme 4)		Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded), Template, podcast on stimulating research in difficult areas (ex. Palliative care)	SOP foundational for TTO Link to E83	SOP for integrating innovations in the clinic Link to E84				
	Networking	Involving academia, industry and patients in research, as well as primary care	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded), podcast on examples of success, webinar on involving patients in research , SOP, podcast on existing networks and EU programs, podcast on involving primary care in research	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded) Link to E63	Example of strategic research plan (including other sciences) link to E85						
				Example of strategies to study and implement personalised cancer care/medicine	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded) Link to E64	Case studies	Research	Managers, Professionals	Document		
				SOP for regulating access to clinical trials Link to E180	List of networks of interest in oncology research	Planning	Research	Managers, Professionals	Document		
				List of centers interested in networking by area (through contact point) Link to E182	MoU template Link to E194	Planning	Research	Managers, Professionals	Document		
	Training and education	Improving education opportunities in clinical research	Links to training modules for doctors, nurses and patients, list of experts	Example of referral system	Links to training modules	Case studies	Research	Managers, Professionals	Document	External website	
				List of patients associations with expert patients (in research) (through contact point) Link to E57	List of patients associations with expert patients (in research) (through contact point) Link to E47	Learning		Professionals			
	Patient involvement	Improving patient involvement	Podcast on examples of success	List of patients associations with expert patients (in research) (through contact point) Link to E47							
Podcast on examples of success Link to E179				Case studies	Research	Managers, Professionals, Patients	Audio/podcast				
Checklist on potential activities for participation (ex. Formulating research question, co-creation of materials, collaboration on dissemination, feedback on impact of research results, etc)				Planning	Research	Managers, Professionals, Patients	Checklist				
ICT (Link to theme 6 Outcome Research)		Clinical Research Cancer Registry	Regional symposium on CCI (live jul/24 or recorded), Expert consultation, specific webinar7, visit to expert	Example of educational materials for patients	Case studies	Research	Professionals, Patients	Document			
				Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded) Link to E63	Planning	ICT	Managers, Professionals	Document			
				List of expert sites offering a visit (through contact point)	Planning	ICT	Managers, Professionals	Checklist			
Engagement and commitment of stakeholders	Understanding the importance of outcome research	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded), podcast on patient voice integration on PRO assessment	Check list with minimal information to be gather in the registry	Case studies	ICT	Managers, Professionals	Document				
			Examples of decision support tools	Templates	ICT	Managers, Professionals	Document				
			Template for clinical trial annual report (num pts included, num trials, type, etc)	Templates	ICT	Managers, Professionals	Document				
Engagement and commitment of stakeholders	Understanding the importance of outcome research	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded), Expert consultation, specific webinar (IARC) , visit to expert(Netherlands)	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded) Link to E63								
			Podcast on patient voice integration on PRO assessment (Cinzia Brunelli)	Case studies	Clinical Practice	Managers, Professionals, Patients	Audio/podcast				
Engagement and commitment of stakeholders	Understanding the importance of outcome research	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded), Expert consultation, specific webinar (IARC) , visit to expert(Netherlands)	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded) Link to E63								
			List of expert sites offering a visit (through contact point)	Planning	Data	Managers, Professionals	Document				



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6. Outcome Research	Standardization collection of outcome data			Webinar (TARC), visit to expert (Netherlands)						
				List of experts for consultation (through contact point)	Planning	Data	Managers, Professionals	Document		
	Using outcome data to improve care and research			webinar on shared decision making process and outcomes discussion, podcast on example of success	Check list with minimal information to be gathered in the registry	Planning	Data	Managers, Professionals	Checklist	
					Webinar on shared decision making process and outcomes discussion Link to E205	Learning	Data	Managers, Professionals, Patients	Video/webinar	
					Description of patient reported measurements and process outcomes, link to validated methods for specific populations (ex. geriatric and AVAs),	Learning	Data	Managers, Professionals, Patients	Document	
					Examples of decision support tools.	Case studies	Data	Managers, Professionals, Patients	Document	
					Podcast on ways to link population-based cancer registry to Outcome data	Learning	Data	Managers, Professionals	Audio/podcast	
					Example of protocol for data extraction	Case studies	Data	Managers, Professionals	Document	
					Examples for legal framework for data sharing	Case studies	Data	Managers, Professionals	Document	
					Links to tools for data collection and presentation	Learning	Data	Managers, Professionals	External website	
National/Regional Cancer Registry	Linking CCI Data to National/Regional Cancer Registry (population-based Cancer Registry)	podcast on ways to link population-based cancer registry to Outcome data	Links, template	SOPs for telemedicine	Planning	Data	Managers, Professionals	Document		
				Examples of platforms for case discussion (ex. CPMP)	Case studies	Data	Managers, Professionals	External website		
ICT	Facilitating access to data			List of experts for consultation (through contact point)	Planning	Data	Managers, Professionals	Document		

7. Screening and Early detection	Organization and structure	Setting a clear organizational approach	Templates (coverage, referrals if positive, area.) for governance and coordination of cancer screening service delivery, podcast on ways of linking data to cancer registry	Examples of Governance Organigram Templates	Case studies	Governance	Managers,	Document	
				Podcast on ways of linking data to cancer registry	Learning	Data	Managers,	Audio/podcast	
	Screening programs, protocols and guidelines	Disseminating recommended screening practices in the country/region	Podcast on types of screening (opportunistic, age ranged) with pros/cons, webinar on implementation of lung cancer screening (CRTEb Checa)	Webinar on implementation of lung cancer screening (CRTEb Checa)	Examples: sharing good practices of service delivery from "exemplary countries/regions"	Case studies	Clinical Practice	Managers, Professionals	Document
					Podcast on types of screening (opportunistic, age ranged) with pros/cons,	Learning	Clinical Practice	Managers, Professionals	Audio/podcast
					Link to guidelines for screening	Learning	Clinical Practice	Managers, Professionals	Video/webinar
					Template for report on screening program results (service providers and role, patient population targeted and reached, screening modality and further link to system)	Planning	Clinical Practice	Managers, Professionals	External website
	Training and education	Improving education opportunities in screening	Links to training modules, list of experts	Link to guidelines for screening	Example of gap-barrier analysis for improvement plan	Case studies	Clinical Practice	Managers, Professionals	Document
					Examples of materials for primary care (UK algorithm)	Case studies	Clinical Practice	Managers, Professionals	Document
					List of experts for consultation (through contact point)	Planning	Clinical Practice	Managers, Professionals	Document
	Research in screening and early detection	Potentiating research and implementing results	Podcast on Grant support office (link to theme 4 and 5), podcast of example (breastmilk, others) risk stratification	Podcast on Grant support office (link to theme 4 and 5), podcast of example (breastmilk, others) risk stratification	Materials for patients and physicians for counseling	Planning	Clinical Practice	Managers, Professionals, Patients	External website
Edtizen awareness campaigns in screening and early detection					Planning	Clinical Practice	Managers, Professionals, Patients	External website	
Podcast on Grant support office Link to E80					Case studies	Data	Managers,		
Research in screening and early detection	Potentiating research and implementing results	Podcast on Grant support office (link to theme 4 and 5), podcast of example (breastmilk, others) risk stratification	Podcast on Grant support office (link to theme 4 and 5), podcast of example (breastmilk, others) risk stratification	SOP foundational for TIO Link to E85	Case studies	Data	Managers,		
				SOP for integrating innovations in the clinic Link to E84	Case studies	Data	Managers,		
Research in screening and early detection	Potentiating research and implementing results	Podcast on Grant support office (link to theme 4 and 5), podcast of example (breastmilk, others) risk stratification	Podcast on Grant support office (link to theme 4 and 5), podcast of example (breastmilk, others) risk stratification	Template for health economic analysis.	Templates	Finance	Managers, Professionals	Document	
				Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded) Link to E63					

8. Data sharing	Networking	involving academia, industry and patients in research, as well as primary care	Regional symposium on Clinical Trials & Clinical Research (live sept/24 or recorded), podcast on examples of success, webinar on involving patients in research (link to patient involvement in theme 5), SOP, existing networks and EU programs, podcast on involving primary care in research	sept/24 or recorded) Link to E63					
				Podcast on examples of success Link to E135					
	ICT	Facilitating access to data		SOP, links	SOP for regulating access to clinical trials Link to E127				
					List of networks of interest in screening and early detection	Planning	Clinical Practice	Managers, Professionals	Document
					List of centers interested in networking by area (through contact point) Link to E129				
					Podcast on involving primary care in research	Learning	Research	Managers, Professionals	Audio/podcast
					MOU template Link to E130				
					Link to European Information Cancer System for indicators	Planning	ICT	Managers, Professionals	External website
					Example of protocol for data extraction	Case studies	Data	Managers, Professionals	Document
					Example of SOP for describing sources of information and their integration	Case studies	ICT	Managers, Professionals	Document
ICT	Facilitating access to data		SOP, links	SOPs for telemedicine (for in home-based test)	Planning	ICT	Managers, Professionals	Document	
				SOP for patient access to their medical record	Learning	ICT	Managers, Professionals	Document	
ICT	Facilitating access to data		SOP, links	It defines the terms and conditions under which electronic records of individual data from all or from subsets of the patients from EORTC studies may be shared with other organizations or individual					
				SOP for data-sharing	Planning	ICT	Managers, Professionals	Document	



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8. Patient Pathways	Patient pathways structure	Preparing the content of PP	Templates, webinars/lists of patient engagement tools/ patient-centered pathways, SOP (who is responsible for creating and updating)	Webinars/lists of patient engagement tools/ patient-centered pathways	IPAAC: Patient Pathway Development and Implementation Method and/or CraNE: Method Extension for the	Learning	Clinical Practice	Managers, Professionals, Patients	Video/webinar
				Templates for PP (including MTD and other actors with their relations, in accordance to guidelines, long term follow up, integrations of PROMs and research, genetic counseling needs, and expected timelines, data collection points)		Templates	Clinical Practice	Managers, Professionals	Document
		Updating and dissemination of PP- include case manager	SOP, podcast on the importance of PP for professionals, podcast for patient	SOP PP development and dissemination plan		Planning	Clinical Practice	Managers, Professionals	Document
				Podcast on the importance of PP for professionals		Learning	Clinical Practice	Managers, Professionals	Audio/podcast
				Podcast for patient		Learning	Clinical Practice	Managers, Professionals	Audio/podcast
		Supporting multidisciplinary	podcast on TEAM building	Template for pathway coordinator role description		Planning	Clinical Practice	Managers, Professionals	Document
				Example of plan to integrate research in PP		Case studies	Clinical Practice	Professionals	Document
				Podcast on TEAM building		Learning	Clinical Practice	Professionals	Audio/podcast
				Foundational and SOP for MDT		Planning	Governance	Managers, Professionals	Document
				Check list for needs for MDT		Planning	Clinical Practice	Professionals	Checklist
			Template for "welcome" guideline for patients		Templates	Clinical Practice	Managers, Professionals	Document	
8. Patient Pathways	Patient pathways implementation	Facilitating access to and interaction with support disciplines							
				Example on screening tools to integrate support disciplines in PP (psychology, palliative care, etc)		Case studies	Clinical Practice	Managers, Professionals	Document
		Improving the attention to special populations: AYAs, geriatric patients		Templates for specific aspects to bear in mind for special populations		Templates	Clinical Practice	Managers, Professionals	Document
		Promoting patient participation	webinar on decision sharing	Webinar on shared decision making process and outcomes discussion Link to ESO					
		Promoting PROMs evaluation-> link to theme 6 outcome research	webinar examples of success		IPACC: Framework for the implementation of Patient Reported	Templates	Clinical Practice	Managers, Professionals	Document
		Survivorship	podcast examples of success	Link to QoL tools		Learning	Data	Managers, Professionals	External website
		Including access to research in PP -> link to theme 5. Clinical research: networking and Patient Involvement		Template for "back to normal life" guideline for patient		Templates	Clinical Practice	Managers, Professionals	Document
Patient pathway evaluation	Evaluating and improving the PP	SOP ; podcast on example of how to apply PP evaluation concept	SOP on quality MTD meetings		Planning	Clinical Practice	Managers, Professionals	Document	
			Link to quality indicators CRANE, ECO, OEI		Learning	Clinical Practice	Managers, Professionals	External website	



To coordinate the team's efforts based on the available time a prioritization system was introduced for developing/creating the different materials (Priority: high (1), medium (2), low (3)), along with a complexity system for obtaining/creating these materials (Complexity: easy (1), medium (2), hard (3)).

Materials were collected in a parallel approach, encompassing a web-based search to collect already existing materials on websites ((e.g., ISO, ERN, CCCs,..) or contacting various hospitals and institutions (partners of the project), requesting materials to share in the framework of the CB foundational programme to improve the capacities of different centres.

For objectives where no available resources were identified, necessary materials have been or are being created– if needed in collaboration with other centers and experts. The prioritization system is utilized to ensure timely delivery of materials.

Once the collection and creation of materials are complete, the most suitable material for each intervention will be selected and subsequently uploaded to the project's online platform. For this selection, experts in the various themes will review the materials and reach a consensus on the most appropriate ones.

3. Conclusions

This report provides a summary of all the steps taken to design the CB Foundation program, as well as the index and methodology employed for the collection of various materials and resources that will be available on the project's digital platform.

Our next steps will be:

- Designing the CB route for each Deep Dive Program (WP5/WP6). Deliverable 4.2
- After the first visit of WP6 to the selected Deepdives, we will re-assess the content of the program and provide/produce the materials that are felt to be missing as per their feedback (experts and CCIs)

Note: the index is available on the sharepoint created for the project, to provide access to all the partners to the most updated version of the program and thus, ensure coherence among the WPs .



Annex 1: Structured Interview

Structured Interviews with Experts (Intervention Validation)

Welcome, and thank you for participating in this project. You have been selected as an expert to assist in developing optimal interventions for enhancing capacity in European health centers. We'll focus on the interventions highlighted in bold from the provided PowerPoint presentation containing the project basics and intervention list.

To achieve our objective, we've designed a structured interview focusing on specific interventions deemed interesting by the team. This interview should not take more than 30 minutes.

Background:

1. Field of Expertise: Autocategorization

- Clinician: Medical Oncology/Pediatric Oncology/Hematology/AYAs/Surgery/RT Oncology/Pathology/Radiology/Nuclear Medicine/Nurse/Palliative Care/Psychology/Social Work/Preventive Medicine/Primary Care Ph/Genetic Counseling/Other
- Patient/Patient Advocate
- Administrative/Organizational: Quality Team/CEO/Director/Project Manager/Informatics/Policy Maker/Legal Advisor/Other
- Research: Basic/Translational/Clinical/Technology Transfer

2. Any prior experience in Capacity Building related to the listed themes? If yes, please describe the experience and the involved public.

Regarding the table of interventions:

1. Do you have any experience with any of these interventions as a trainer or learner?

2. From your prior experience, which intervention/s proved most valuable? Why?

For interventions in which the expert has experience:

1. What do you consider as the advantages of [specific intervention]?

(e.g., affordability, efficiency for simpler topics, live demonstrations...)



2. What do you perceive as the disadvantages of [specific intervention]?

(e.g., expensive, technical issues, time-consuming...)

3. What material resources do you think are necessary for success in this intervention?

(e.g., internet connection, digital facilities...)

4. What human resources do you believe are necessary for success in this intervention?

(e.g., experts, technicians, nurses, physicians...)

5. Do you believe this intervention targets individuals, institutions, or systems? What audience is it aimed at: professionals, patients, administrative profiles, directors, or others?

6. Are there specific areas where you think this intervention could be more useful?

7. Do you think there might be any interesting interventions missing from the list? If so, which ones? Please share any previous experiences related to them.



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