GlobalSurg 3 National Leads online Meeting March 27th 2018

The Protocol is now finalised on the website in English, Spanish & Portuguese. More translations will be available very soon
The version on the website is the finalised version to be used for local approval applications

Please ensure appropriate approvals are in place before data collection begins

PowerPoint slides available on the website – feel free to amend and use to present the study at local meetings. Also a flyer is available for use as an email or poster advert. **If there are other promotional materials that would be helpful please let us know**

Registration is opening today (27/03/2018).
It's very important that all collaborators understand the steps below

There is a difference between 'subscribe' and 'register'.

1. **Subscribe** signs collaborators up to receive our email newsletters via which all study updates and announcements will be made.

2. **Register** is the method to register a miniteam for a data entry (REDCap) account. Collaborators will need the names, email addresses and ORID ID of themselves and their team members. ORCID ID will be used to form final authorship list. Collaborators need to make sure their details are correct in ORCID.
   Collaborators CAN NOT register for GS3 without ORCID ID

3. Read the protocol. Insist all team members that will be collecting data read the protocol cover to cover

4. Gain appropriate approvals. We will be directing collaborarors to their National Leads as the first port of call for collaborators needing advice about any necessary approvals so you please look out for emails from local collaborators regarding this.

5. Training module – all collaborators must take the training module. This is similar to training for GS2. It's not difficult but collaborators must complete prior to data collection. Individuals will receive notification that they have completed this but we will not be recording this centrally. If, as National Lead, you want your local collaborators to demonstrate to you that they have completed the training module, that's fine for you to organise and keep a record locally.

REDCap log ins will be sent and access to data collection instructions available

Promotional video has been translated into about 10 languages and will be send out via twitter over the next 24 hours

Paper data collection form will be available online

Summary of questions asked throughout the meeting

Q: Can you register prior to obtaining approval?
A: Yes, but please don't collect or submit any data until you have approvals in place

Q: When should countries apply for ethics approval?
A: We recommend you begin this as soon as possible to avoid delays. The process varies in length and complexity from country to country. Some countries, such as Scotland, country-wide approval can be sought, others it is state by state, others hospital by hospital.

Q: Will National Leads have access to the registered teams in their country?
A: Yes, via an on line tool. This will be available in April. We will investigate if there is a way to send individuals notifications when a new team in their country registers

Q: Can a National Lead be on a data collection team?
A: Yes, absolutely. We would encourage everyone to take part in data collection

Q: Is October included in the data collection period?
A: Yes, final 4 week period to be concluded by October 31st (with 30 day follow up into November)

Q: Can hospitals collect different cancers and can there be a team per cancer?
A: Our preference is for a single team at each hospital to collect data on all 3 cancers through the 4 week period. However, there may be cases where this is not possible in which case as National Leads you can permit collaborators to collect selective cancers or to have a team per cancer but please take this decision on a case-by-case basis and consider it the exception

Q: Could you develop some FAQ for GlobalSurg 3?
A: Yes – there are some FAQ relating to GlobalSurg generally on the website but we can develop a GS3 specific set

Q: What about the longer term follow-up?
A: Feasibility studies will be discussed separately once the main study is up and running. This will be performed in a low number of centres, not in every hospital