
Hospital Registry Submit Data to the Central Cancer Registry and the National Cancer Data Base Use Case

Version 2.0

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National Center for Chronic Disease Prevention and Health Promotion
Division of Cancer Prevention and Control
National Program of Cancer Registries**

December 30, 2010



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General Information

1. Use Case ID

HUC 2.1

2. Use Case Name

Submit data to Central Cancer Registry (CCR) and National Cancer Data Base (NCDB)

3. Description

Hospitals and CCRs submit cancer data to various agencies and organizations to meet federal, state, and accreditation regulations, and to assist in research activities. This use case describes the steps taken to transmit data accurately to the hospital registry's partners. The intended audience is hospital registrars, central cancer registries, and the American College of Surgeon's Commission on Cancer National Cancer Data Base.

4. Actors

- Cancer registry (CR) software
- Registrar

5. Definitions

- **Abstract:** An extraction or summary of information created by a data source specifically for a cancer registry.
- **Event Report:** An electronic transmission of information to a cancer registry.
- **AbstractTransmissionHistory Table:** Maintains the transmission history of an abstract to the central cancer registry, the National Cancer Data Base, clinical trials, and special studies.

Submit Data to the CCR and the NCDB

Note: Diagrams for this use case are in [Appendix A](#) and [Appendix B](#).

1.0 Preconditions

A set of conditions that must be met before the activities described in the use case can begin.

1. The Submit Data to the CCR and the NCDB module of the CR software has been configured with the criteria for reporting cases to a particular organization.

PC	Precondition	Purpose and Remarks
1	Criteria: Record layout	CCR: Current NAACCR Record Layout A (Volume I) NCDB: Current NAACCR Record Layout I (Volume I)
2	Criteria: Data element requirements	CCR: NAACCR Volume II
3	Criteria: Timeframe <ul style="list-style-type: none"> • Monthly, quarterly, annually 	
4	Criteria: Case selection <ul style="list-style-type: none"> • Completed cases • New or updated cases • Analytic, non-analytic, reportable by agreement • Required by registry, agency, or study 	New abstracts and updated or corrected abstracts may be reported.
5	Edit set and metafile for each receiving organization must be included in the software	To allow data validation within the software rather than on an exported text file.

2. A transmission method has been determined and implemented successfully. For more information, refer to the *Prepare and Transmit Event Report Use Case*.

2.0 Post Condition

A set of conditions that must be met after the activities described in the use case have been completed.

All cases meeting the selection criteria have been reported successfully to the registry, agency, or study.

3.0 Priority

Describes the importance and sequence of the use case in the overall activities of the cancer registry.

To be determined.

4.0 Frequency of Use

Describes how often the activities in the use case take place.

Reporting is performed on a periodic basis, determined by the reporting requirements of the registry, agency, or study. Special submission reporting also may occur.

5.0 Normal Course of Events

Describes the specific steps taken to perform the activity in the use case.

Normal refers to the steps that are taken when everything goes according to routine procedures. Problems and exceptions are described in section 6, [Alternative Course](#).

Business rules are statements that describe a decision that must be made and agreed to by those involved in the activity. In the context of this document, a business rule describes the decision that needs to be made, and in some circumstances provides a recommendation; in others, options for consideration and use.

Software requirements are statements that describe the functionality of the software that is required or recommended.

5.1 This use case begins when a registrar decides to report cases to a registry, agency, or project.

5.2 The registrar selects the registry, agency, or project to which abstracts will be submitted. [BR01]

BR	Business Rule	Purpose	Remarks
01	A case can be reported to more than one entity.	To indicate that there are multiple recipients of the same data.	<ul style="list-style-type: none"> State and federal regulations to report to regional or state registry ACoS-COC requirement for accredited registries to report to the NCDB Agencies such as CBTRUS Research projects such as clinical trials and special studies by the NDCB

5.3 CR software selects abstracts that meet the criteria for reporting. (See section [1.0 Preconditions](#) for criteria.)

5.4 CR Software runs validation checks. [SR01]

SR	Software Requirement	Purpose	Remarks
01	Specific calls for data may require additional validation checks. Examples: <ul style="list-style-type: none"> NCDB annual call for data Conversion of collaborative stage 		

5.5 CR software creates and transmits a batch file of eligible abstracts. (Refer to the *Prepare and Transmit Event Report Use Case.*)

Note: Automatic transmission of the batch is a future best practice. It requires the reporting and receiving entities to be able to transfer files without a user login (for example, with digital certificates). This step may be expanded when it is reviewed by the CCR workgroup.

5.6 CR software updates the data item “Date Case Report Exported” [NAACCR Data Item #2110] within the abstract.

5.7 CR software updates the AbstractTransmissionHistory table. [BR02]

BR	Business Rule	Purpose	Remarks
02	At a minimum, the transaction table may include: <ul style="list-style-type: none"> • Date Created • Date Transmitted • Accession Number • Sent To • File Name • Purpose • Comments 		

5.8 End of use case.

6.0 Alternative Course of Events

Numbering in this section refers to its associated step above in section 5, [Normal Course of Events](#).

5.5a Registrar transmits batch file manually.

The current method of reporting is for the registrar to transmit the batch file manually using a secure connection such as Web Plus, FTP, or https.

5.5a.1 Process continues with [step 5.5](#).

5.7a Registrar updates the AbstractTransmissionHistory table manually. [BR03]

5.7a.1 End of use case.

7.0 Business Rules and Software Requirements

A statement that describes a decision that must be made and agreed to by those involved in the activity. In the context of this document, a business rule describes the decision that needs to be made, and in some circumstances provides a recommendation; in others, options for consideration and use.

Business rules for this use case are presented under the step to which they apply.

Software requirements are identified in the context of enhancing and improving current cancer registry software. They are not a complete requirements list from which a new software package can be developed.

BR	Business Rule	Purpose	Remarks
01	A case can be reported to more than one entity.	To indicate that there are multiple recipients of the same data.	<ul style="list-style-type: none"> State and federal regulations to report to regional or state registry ACoS-COC requirement for accredited registries to report to the NCDB Agencies such as CBTRUS Research projects such as clinical trials and special studies by the NDCB
02	At a minimum, the transaction table may include: <ul style="list-style-type: none"> Date Created Date Transmitted Accession Number Sent To File Name Purpose Comments 		

SR	Software Requirement	Purpose	Remarks
01	Specific calls for data may require additional validation checks. Examples: <ul style="list-style-type: none"> NCDB annual call for data Conversion of collaborative stage 		

8.0 Exceptions

None.

9.0 Includes

- HUC 1.5 Perform Abstracting Use Case
- HUC 1.6 Perform Editing Use Case
- HUC 1.1 Prepare and Transmit Event Report Use Case

10.0 Special Requirements

None.

11.0 Assumptions

This use case is based on the following assumptions:

- It is being developed following the HIPAA rules and regulations.
- The software is time-sensitive; hospitals and registries follow a strict deadline for receipt of records and reports.

12.0 Notes and Issues

None.

13.0 References

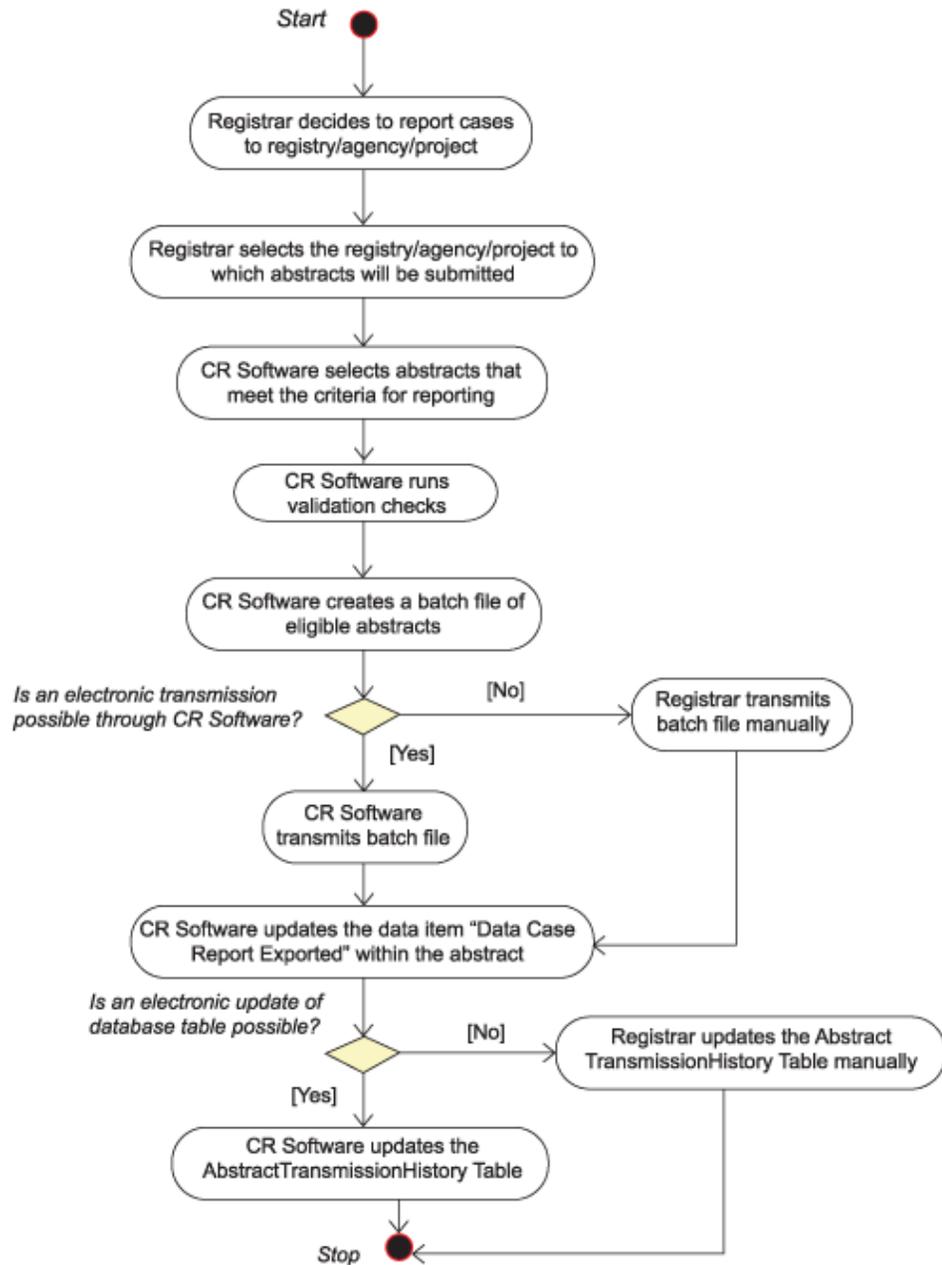
None.

Appendix A: Submit Data Workflow Diagram

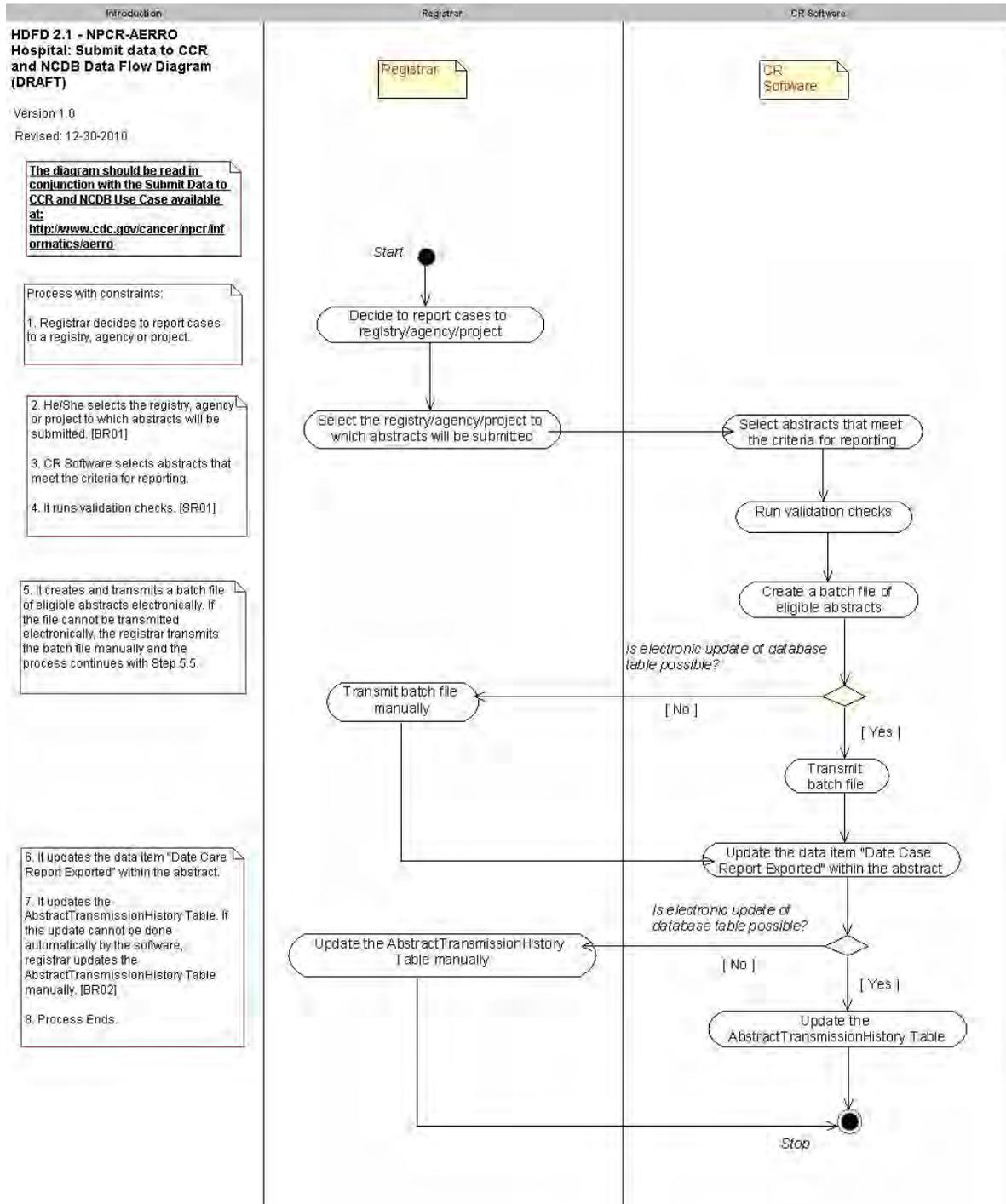
HWFD 2.1 - NPCR-AERRO Hospital: Submit data to CCR and NCDB Workflow Diagram (DRAFT)

Version 1.0

Revised: 01-30-2009



Appendix B: Submit Data Data Flow Diagram



Use Case Administrative Information

1. Use Case History

Version 0.06 presented to the NPCR-AERRO Hospital Workgroup.

2. Created By

- NPCR-AERRO Hospital Workgroup
- NPCR-AERRO Technical Development Team

3. Date Created

March 31, 2008

4. Last Updated By

MA, WKS

5. Date Last Updated

July 13, 2009

Revision History

Name	Date	Reason for Changes	Version
MA	3/31/08	Created new use case.	0.01
WKS	7/3/08	Updated the steps.	0.02
Workgroup	7/22/08	Reviewed use case.	0.03
WKS, MA	7/31/08	Modified and formatted the use case.	0.04
MA	2/2/09	Formatted and added diagrams.	0.05
MA, WKS	2/3/09	Changes in language.	0.06
MA	6/10/09	Published.	1.0
WKS, MA	7/13/09	Updated after clearance comments.	1.0
WKS, MA	12/30/10	Revised the use case and updated BRs.	2.0