



INPOG NEWSLETTER

Jan - Mar 2015

INPOG Executive

Chair	Dr Sameer Bakhshi
Co- Chair	Dr Amita Trehan
Secretary	Dr Brijesh Arora
Members	Dr Tulika Seth Dr Deepak Bansal Dr Venkatraman Radhakrishnan Dr Ramandeep Singh Arora
PHO Chair	Dr Nitin Shah
PHO Ex-Chair	Dr ATK Rau

It's a new beginning

Dear friends and colleagues,

It gives us immense pleasure to bring to you the first INPOG newsletter. The purpose is very simple - to keep you informed about all developments at INPOG. A framework has been created and work has begun earnestly. Groups have been formed, chairs have been nominated, roles have been defined and a roadmap created. All these are detailed below. These are but the first steps of an exciting journey ahead. In the coming months and years, we endeavour to fulfill the reason why INPOG was established - ***To improve the outcomes of children with cancer in India by collaborative research.***

We welcome feedback and suggestions. We look forward to seeing many of you at the upcoming mid-term CME 2015 of the PHO Chapter to be held at Choksi auditorium, Tata Memorial Hospital on 27-28th June, 2015. This will include a 3 hour session dedicated to INPOG. Further details will be sent by email.

Disease Group Chairs

AML	Dr Sameer Bakhshi	sambakh@hotmail.com	HL	Dr J Chandra	jchandra55@gmail.com
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Epidemiology	Dr RS Arora	childhoodcancer@gmail.com	Late Effects	Dr G Kapoor	kapoor.gauri@gmail.com

Duties of INPOG Disease Group Chairs

1. Develops broad goals and specific objectives for the group in discussion with other group members
2. Provides leadership and facilitates the working of the group to meet these goals and objectives
3. Provides and presents updates/reports on behalf of the group at the Summer CME and the Annual Congress of PHO Chapter of IAP, or nominate someone from within the group to do so.
4. Point person for all communication with any individual or organization approaching the group to discuss study proposal
5. Point person for all communication with the INPOG executive on behalf of the group
6. Identifies a panel of Indian and International reviewers relevant to the group.
7. Point person for all communication with external reviewers (Indian and International)
8. Hold actual or virtual 4 monthly meetings with the group to plan and move the agenda of the group, and submit the minutes to INPOG secretariat.

INPOG Study Roadmap

STEP 1 - Idea of a study – can be proposed by the INPOG disease group or by any individual who is a member of INPOG and/or works with children who have cancer or cancers which occur in children.

STEP 2 – One Primary investigator (PI) or more (as Co-PI) may approach the INPOG disease group with initial idea for **informal discussion** on study idea & design. Decision to be made within 3 weeks.

STEP 3 – If the INPOG disease group agrees based on a majority consensus, the PI **develops draft protocol**.

STEP 4 – PI(s) **formally submits** the draft protocol to the relevant INPOG disease group

STEP 5 - INPOG disease group **assesses the scientific merit and study design**, and if acceptable by majority, makes initial recommendation to the INPOG Executive (Timeline: 4 weeks)

STEP 6 - Provisional INPOG approval given and study number allotted (Timeline: 2 weeks)

STEP 7 – The INPOG disease group seeks **4 external reviews** (at least one national and one international expert and one statistician) (Timeline: Maximum 8 weeks; Desired 4-6 weeks)

STEP 8 - PI **completes all remaining procedures** – including addressing reviewer comments, recruiting other centres (provide letter of agreement from INPOG members of ≥ 5 centres)

STEP 9 - PI **re-submits** to the relevant INPOG disease group

STEP 10 - INPOG disease group makes **final recommendation** to the INPOG Executive (Timeline: 4 weeks)

STEP 11 - Final INPOG approval given and previously allotted study number confirmed (Timeline: 2 weeks)

STEP 12 – All investigators take **IRB approval** from individual centres and submit it to the INPOG Executive

STEP 13 – INPOG Executive **issues letter of commencement** to each individual center (Timeline: 2 weeks)

STEP 14 – PI **submits 6 monthly updates** to INPOG Executive on progress of study