

Invitation to Free Workshop Session: Demystifying the pCODR Patient Submission Process

April 8, 2014

As a result of the unequivocal positive feedback that we received from patient advocacy groups on our initial workshop session held last Fall, we are very pleased to offer a second **free workshop** on how to plan and make a submission to the pan-Canadian Oncology Drug Review (“pCODR”) on **May 14th** in Toronto from **1:00 p.m. to 4:00 p.m.** at the **Holiday Inn Toronto Downtown Centre**.

This is an opportunity for participants to learn about how to provide patient and caregiver input for a pCODR drug review and to obtain insight directly from pCODR’s Expert Review Committee patient members on how this information makes a difference to their recommendations.

We encourage you to review the [Guide for Patient Advocacy Groups: How to provide patient and caregiver input for a pCODR drug review](#) to gain maximum benefit from the workshop. The workshop is intended to be an interactive session that would enable participants to better understand on:

- how to plan for a submission to pCODR
- the methods to collect patient and caregiver input
- how to summarize and report responses

To help you with the costs to attend, pCODR is providing the **first 20 participants that apply with a modest [travel bursary](#) of up to \$250**. You would be eligible to apply if you are a member of a patient advocacy or care group that:

- has a mandate that pre-dates the group’s decision to register with pCODR;
- has a means of contacting and communicating with its membership;
- represents patients or caregivers impacted by cancer;
- receives funding by more than one funder and no single funder provides more than 50 per cent of the group’s operating funds; AND
- is located at least 50 km (one way) from the workshop location at the **Holiday Inn Toronto Downtown Centre** (30 Carlton St, Toronto, ON M5B 2E9).

Please note that your group does not have to be registered with pCODR to attend the workshop or be eligible for the bursary. We will award travel bursaries to the first 20 participants who submit a letter confirming that they are members of an eligible patient advocacy group and ask to be considered for the travel bursary. It is best to do this using your group’s letterhead. Receipt of the completed letter application will be determined based on the date and time received in pCODR’s e-mail inbox at info@pcodr.ca. Would you like more detail? Please see the Appendix for additional details on the [travel bursary](#) and eligibility criteria.

Please note that the pCODR Guide for Patient Advocacy Groups is available for download from www.pcodr.ca and www.ccanceraction.ca

We hope you will be able to join us at this workshop session. Please confirm your attendance at the workshop session via e-mail: rsvp@pcodr.ca by **May 9, 2014**.

Appendix pCODR Travel Bursary for Patient Guide Workshop

The pan-Canadian Oncology Drug Review (“pCODR”), in partnership with the Canadian Cancer Action Network (“CCAN”), have collaborated on the release of a guidance document “*A Guide for Patient Advocacy Groups: How to provide input for a pCODR drug review*” (the “Patient Guide”) to assist patient advocacy groups to complete a submission for the pCODR drug review.

We are pleased to hold a second workshop event on **May 14, 2014** to guide participants on best practices for submitting patient input summaries to pCODR.

Purpose:

To assist participants in their travel costs to attend the Patient Guide Workshop, pCODR is providing the **first 20 participants** with a modest travel bursary of up to a maximum of \$250.

Applicant Eligibility:

A participant is eligible to apply for this travel bursary if the person is a member of a patient advocacy or care group that:

- has a mandate that pre-dates the group’s decision to register with pCODR;
- has a means of contacting and communicating with its membership;
- represents patients or caregivers impacted by cancer;
- receives funding by more than one funder and no single funder provides more than 50 per cent of the group’s operating funds; AND
- is located at least 50 km (one way) from the workshop location at the **Holiday Inn Toronto Downtown Centre** (30 Carlton St, Toronto, ON M5B 2E9).

Conditions:

- pCODR will award travel bursaries to the **first 20 participants** that submit a completed letter application to pCODR. Receipt of the completed letter application will be determined based on the date and time received in pCODR’s e-mail inbox at info@pcodr.ca
- Only **one (1) participant** from each patient advocacy or care group will be eligible to receive the travel bursary.
- The travel bursary will be awarded to each eligible participant for up to a **maximum of \$250**. The travel bursary must only be used to cover travel expense claims in accordance with the organization’s guidelines on travel, accommodation and meals. Any travel expenses in excess of this amount will be borne by the participant.
- Participants must provide original receipts and submit them with an approved expense form. A travel expense form will be provided to the eligible participants.

Submission Deadline:

Please submit your letter application to pCODR via e-mail to info@pcodr.ca on or before **May 9, 2014 by 5:00pm standard time**.

All applicants will be provided a decision in writing within a reasonable time after receipt of their submission.

Inquiries:

If you have any questions, please send an email to: info@pcodr.ca