

## Common Metrics Reporting Guidance

For the Careers in Clinical and Translational Research metric, hubs need to enter information for either the KL2 or TL1 metric. See instructions below.

Common Metric	Enter into Scorecard (see Operational Guidelines for Metric Specifics)	Turn-the-Curve (TTC) Plans
<b>Median IRB Review Duration</b>	<ul style="list-style-type: none"> <li>• Median # of days to IRB approval</li> </ul>	Enter <b>1 TTC plan</b> under: Median # of days to IRB approval
<b>Pilot Funding Publications and Subsequent Funding</b>	<ul style="list-style-type: none"> <li>• # of pilot research projects that have expended pilot funds since January 1, 2012</li> <li>• % of pilot research projects that have at least one research publication</li> </ul> <p><b>Optional:</b> % of pilot research projects that have at least one subsequent research award</p>	Enter <b>1 TTC Plan</b> for publications under: % of pilot research projects that have at least one research publication  <b>Optional TTC Plan</b> for subsequent award under: % of pilot research projects that have at least one subsequent research award
<b>Informatics Common Metric</b>	<ul style="list-style-type: none"> <li>• Percentage of patients with an age or date of birth value</li> <li>• Percentage of patients with administrative gender value</li> <li>• Percentage of patients with LOINC ID value</li> <li>• Percentage of patients with RxNorm value</li> <li>• Percentage of patients with ICD 9/10 or SNOMED value</li> <li>• Percentage of patients with ICD 9/10 or CPT Procedure value</li> <li>• Percentage of patients with free text data</li> <li>• Observations Present</li> </ul>	Enter <b>1 TTC Plan inclusive of all 8</b> of the domains under: <b>Observations Present</b> performance measure
<b>Careers in Clinical and Translational Research</b>  <b>KL2 Program</b>  <i>(Hubs funded for both KL2 and TL1 can choose to enter TTC plans for either KL2 OR TL1)</i>	<ul style="list-style-type: none"> <li>• # of KL2 graduates who are currently engaged in clinical and translational research</li> <li>• % of KL2 graduates who are currently engaged in clinical and translational research</li> <li>• Of the KL2 graduates who are currently engaged in clinical and translational research, the # of underrepresented persons</li> <li>• Of the KL2 graduates who are currently engaged in clinical and translational research, the % of underrepresented persons</li> <li>• Of the KL2 graduates who are currently engaged in clinical and translational research, the # of women</li> <li>• Of the KL2 graduates who are currently engaged in clinical and translational research, the % of women</li> </ul>	Enter <b>3 TTC Plans</b> – 1 for each of the following under:  <b>TTC 1:</b> % of KL2 program graduates who are engaged in clinical and translational research  <b>TTC 2:</b> Of the KL2 program graduates who are currently engaged in clinical and translational research, the % of underrepresented persons.  <b>TTC 3:</b> Of the KL2 program graduates who are currently engaged in clinical and translational research, the % of women

Common Metric	Enter into Scorecard (see Operational Guidelines for Metric Specifics)	Turn-the-Curve (TTC) Plans
<p><b>Careers in Clinical and Translational Research</b></p> <p><b>TL1 Program</b></p> <p><i>(Hubs funded for both KL2 and TL1 can choose to enter TTC plans for either KL2 OR TL1)</i></p>	<ul style="list-style-type: none"> <li>• # of TL1 graduates who are currently engaged in clinical and translational research</li> <li>• % of TL1 graduates who are currently engaged in clinical and translational research</li> <li>• Of the TL1 graduates who are currently engaged in clinical and translational research, the # of underrepresented persons</li> <li>• Of the TL1 graduates who are currently engaged in clinical and translational research, the % of underrepresented persons</li> <li>• Of the TL1 graduates who are currently engaged in clinical and translational research, the # of women</li> <li>• Of the TL1 graduates who are currently engaged in clinical and translational research, the % of women</li> </ul>	<p>Enter <b>3 TTC Plans</b> – 1 for each of the following under:</p> <p><b>TTC 1:</b> % of <b>TL1</b> program graduates who are engaged in clinical and translational research</p> <p><b>TTC 2:</b> Of the <b>TL1</b> program graduates who are currently engaged in clinical and translational research, the % of underrepresented persons.</p> <p><b>TTC 3:</b> Of the <b>TL1</b> program graduates who are currently engaged in clinical and translational research, the % of women</p>

### Entering Turn the Curve Plans into Scorecard

It is intended that hubs will upload their data annually. As part of the CLIC’s reporting process, both quantitative and qualitative data are analyzed. Qualitative analysis is conducted from the built-in sections of the Turn-the-Curve plan – Story Behind the Curve, Partners, What Works and Strategies.

**Using Scorecard’s Built-In sections:** Clear Impact provides the CLIC with a data extract from the built-in fields of the TTC plan. It’s important that hubs enter their TTC plans in the built-in sections of Scorecard, and **not create extra sections**.

**Entering Data for the Current Reporting Period:** Hubs are asked to enter their TTC plans for the current reporting period only, and **not append them to the end of the previous period**. The Scorecard system automatically archives every entry into the fields of the Turn-the-Curve plan, so previous work is not lost, it is archived.

When writing the TTC plan, each built-in section should start as a blank field, so that the hub is completing the section specific to the current data reporting period upload, and the narrative supports the data entered for that specific period of time.

Hubs may choose to copy and paste some text from previous TTC plans if it is still relevant, but it is not intended that the built-in sections would have the entire history of the hub's work in each section.

Please do not make each built in section of the TTC plan a complete year-to-year history of work done, or use different color/font to differentiate between years.

If you have questions regarding entering data into the Scorecard software, please contact [common\\_metrics@clic-ctsa.org](mailto:common_metrics@clic-ctsa.org)