

# MTN 005 Study-Specific Training

## Participant Retention



# Retention Definitions

- ◆ For follow-up visits, retention will be based on whether participants complete scheduled visits within the allowable visit window.
- ◆ At the end of the study, retention will be based on whether participants complete the Week 16 Study Termination Visit.
- ◆ 95% target for both measures

# Site-Specific Retention Plans

---

## Some Operational Considerations

*Reference SSP Section 7*

# Site Specific Retention Plans

- ◆ **Site-specific retention goals**
- ◆ **Methods for tracking retention**
- ◆ **Procedures for collecting and reviewing/updating locator information**
- ◆ **Visit reminder methods and timeframes**
- ◆ **Site-specific definition of “adequate” locator information**
  - **What is adequate locator information at your site?**

# Site Specific Retention Plans

- ◆ **Methods and timeframes for identifying missed appointments**
- ◆ **Methods for timely evaluation of the utility of retention methods**
- ◆ **Ethical and human subjects considerations**
- ◆ **Staff responsibilities for all of the above**
- ◆ **QC/QA procedures related to the above**

# Operational Tips and Reminders

- ◆ **Designate a Retention Coordinator who is responsible for tracking retention rates and managing retention efforts over time**
- ◆ **Hold monthly meetings among staff involved in retention to discuss current and ongoing strategies**
- ◆ **Discuss retention issues and strategies at monthly study team meetings**

**What are  
your questions?**

