



Registration of International patients in IBMDR

The IBMDR can accept request on behalf of international patients only if coming from a National Registry (Hub), or directly from an EBMT accredited TC from countries with no National Registry.

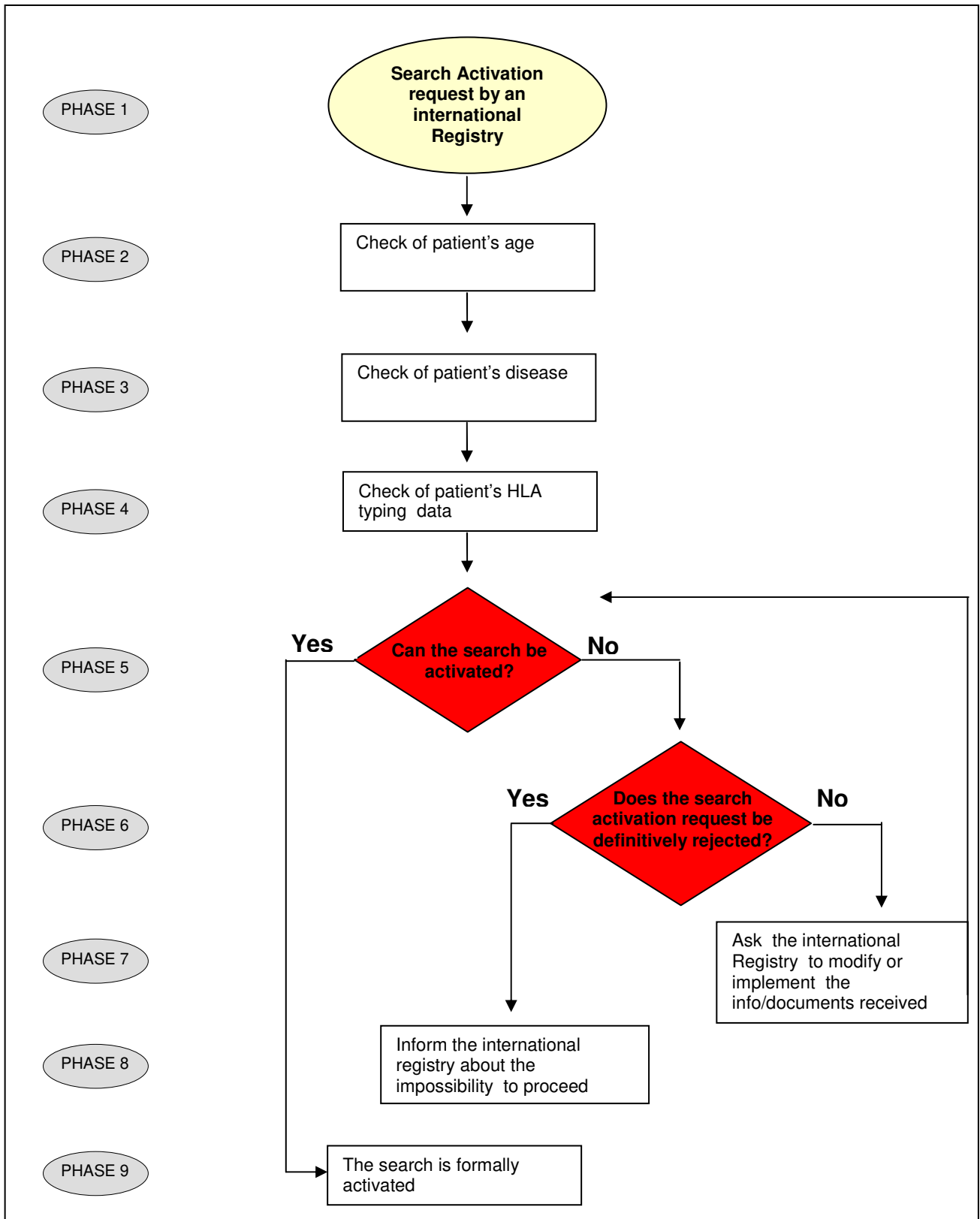
Any preliminary inquire and formal search request has to be sent to the IBMDR through EMDIS (European marrow Donor Information System). In case the Registry is not EMDIS connected, use the appropriate form RC301 or corresponding international and send it by email to [search@ibmdr.galliera.it](mailto:search@ibmdr.galliera.it) or, alternatively, by fax to +3901057481888.

In 2001, following the Law n. 52 – 6 March, the IBMDR received institutional recognition. Then, by The “Agreement between the Health Department and Regions” – 5 October 2006- n° 2.637, IBMDR has been recognized as National coordinating centre to coordinate and manage HSC UD searches from adult donors and/or CBU.

The IBMDR is the unique intermediary between the Requesting Center and Donor Center/Cord Blood Bank; all the communications must be addressed to the IBMDR, with the exception of what specified in #18.8 of IBMDR Standard.

The international Transplant Center, after having performed a BMT using an IBMDR donor or cord blood unit, must update the IBMDR about product infusion date by filling in TE201 (for adult donors) or CBU201 (for CBU).

Type of document	Standard of procedure	Version	2
Name of document	4.01.1 SOP-e activation search.doc	Emission date	01 March 2019
Edited by	Search coordinator IBMDR - FV	Approved by	Director IBMDR - NS
Verified by	Search coordinator IBMDR - MV		



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**Search Activation**  
on behalf of  
**International patients**

Phase	Who	How	Reference documentation	Notes
1	International Registry	Send by fax/mail or by system needed documents	- Form RC301 or corresponding international Form / EMDIS	If the request is not received from an international Registry see the attachment 1 (cases 6 and 7) <a href="https://ibmdr.galliera.it/ibmdr/english-version/english-forms/RC301">https://ibmdr.galliera.it/ibmdr/english-version/english-forms/RC301</a>
2	Search coordinator IBMDR	Verify that patient's age is compliant with IBMDR requirements	- Form RC301 or corresponding international Form / EMDIS	In case of Agreement signed by the International Registry (*): see attachment 1 – case 4. Without Agreement signed (*): see attachment 1 – case 2, 3 and 4
3	Search coordinator IBMDR	Verify that patient's diagnosis is compliant with IBMDR Standard	- Form RC301 or corresponding international Form / EMDIS	In case of Agreement signed by the international Registry (*): see attachment 1 (case 8) Without Agreement signed (*): see attachment 1 (case 1 and 8)
4	Search coordinator IBMDR	Verify that the patient's typing is complete and compliant with IBMDR Standard	- Form RC301 or corresponding international Form / EMDIS	See attachment 1 (case 5)
5	Search coordinator IBMDR	Verify that all documentation needed for the search activation is compliant with IBMDR Standard	- Form RC301 or corresponding international Form / EMDIS	If all documentation is compliant with IBMDR Standards the activation search goes on (see phase 9 in this SOP)
6	Search coordinator IBMDR	Evaluate to reject definitively or temporarily the request in case of not compliant/ not complete data	Attachment 1	An IBMDR manager coordinator surveys the evaluation
7	Search coordinator IBMDR	If the request has been temporarily rejected, ask the International Registry to modify/implement the documentation previously sent	Attachment 1	In the meantime, the documentation received is temporarily filed in <a href="https://donatori.galliera.it/cnc">https://donatori.galliera.it/cnc</a> Paz. Esteri-cognome –report preliminare-richi pervenute
8	Search coordinator IBMDR	If the request has been definitively rejected IBMDR notifies the International Registry	Attachment 1	The documentation is archived in "Archidoc – faldoni – ricerche mai attivate"
9	Search coordinator IBMDR	Search Activation	n.a	see SOP 4.01.1

(\*) the International registries that had signed the Agreement can start the search also for patients up to 76 (see Agreement in folder PROCEDURE\Ver\_”Ultima”\Gruppo 4 - Procedure ricerca\4.01.1 Pazienti internazionali).

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### REASON FOR SEARCH ACTIVATION REJECTION

	CIRCUMSTANCE	REJECTION REASON	CORRECTIVE ACTION	REJECT	
				TEMPORARILY	DEFINITELY
1	Diagnosis not included in table III – IBMDR standard	Clinical indication to bone marrow transplant from unrelated donor missing	Ask the international Registry for clarifications or clinical report for our Clinical committee GITMO	Wait for clarifications or clinical report	GITMO Clinical Committee expressed a negative opinion or international registry cancels the request
2	The patient's age => 66yy (diagnosis AL, CML, MDS, LNH not included) without a signed Agreement	Clinical indication to bone marrow transplant from unrelated donor missing	Ask the international Registry for clinical report for our Clinical Committee GITMO or an approved IRB protocol	Wait for IRB protocol/clinical report or signed Agreement	See IBMDR standard/Agreement
3	The patient's age >71yy and <76 in case of AL, CML, MDS, LNH without a signed Agreement	Clinical indication to bone marrow transplant from unrelated donor missing	Ask the international Registry for clinical report for our Clinical Committee GITMO or an approved IRB protocol	Wait for IRB protocol/clinical report or signed Agreement	See IBMDR standard/Agreement
4	Patient's age >76yy	Clinical indication to bone marrow transplant from unrelated donor missing	None	n.a.	See IBMDR standard/Agreement
5	The patient's typing is not compliant with standard IBMDR	Not compliant with IBMDR standard	Ask the international registry to complete the typing	Wait for complete patient's typing	International registry cancels the request
6	The Search activation request received from an international Transplant center not EBMT accredited or accredited by their own Health Authority	Not compliant with IBMDR standard	None	n.a.	See IBMDR standard
7	The Search activation request has been received directly from an international Transplant center, not through the National Registry /hub	Not compliant with IBMDR standard	Ask the transplant center to contact their national registry or another international registry in order to send the request through them	Wait for the search activation request by the international registry	The formal request by the international Registry was not provided
8	The Search activation is requested on behalf of a patient affected by solid tumor	Not compliant with IBMDR standard	None	n.a.	See IBMDR standard/Agreement

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