

## **CLL Autograft Trial-Quality of Life Study** **Quality of Life Questionnaires – General Guidelines.**

### **Availability of QoL Questionnaires.**

QoL Questionnaires in English, Dutch, French, Italian, German and Czech are available on the website. They are .pdf files in an archive created with WINZIP. For other languages please use the EORTC QLQ C-30 questionnaire until a translation of the full version is available. Questionnaires can be made available to the centres in one of four ways.

**1. Via the WEB SITE.**

If the centres are able to access the website they can produce their own copies directly.

**2. Via the country's CENTRAL CO-ORDINATOR** , who will download the ZIP file from the website and print off copies to send to the centres.

**3. Via EMAIL.**

Copies of the questionnaires can be sent by email directly to the centres from the data centre in Leiden for the centres to print themselves.

**4. Via the data centre in LEIDEN.**

If necessary, paper copies can be produced by the data centre in Leiden and sent on to the centre.

**The following points concerning the production of the questionnaires should be noted carefully.**

- 1. When producing printed copies the pages should be stapled together to form a booklet. This will be easier for the patient to handle and avoid pages getting lost.**
- 2. The contact person's name for the country should be added to the front page of the questionnaire.**
- 3. The return address for the country should be added to the last page.**
- 4. Prepaid addressed envelopes should be provided for the return of the questionnaires to the central co-ordinator.**
- 5. Before a questionnaire is given to a patient, the TRIAL NUMBER allocated by the randomisation centre in Oxford MUST be written on the front page of the questionnaire booklet, together with the date the booklet is being given.**