**TCWP Study workflow**

1. The PI writes a protocol using the EBMT protocol template and attached instructions.
2. The PI sends the protocol to the TCWP Chair, with whom he discusses and decides which TCWP sub-committee will be involved in the study. The TCWP sub-committees are:
* Regimen related toxicity and supportive care
* Graft versus host disease
* Late complications
1. The PI and the TCWP Chair send the protocol to the TCWP Sub-Committee Chair.
2. Modifications are made until the protocol is validated by the TCWP Chair and the TCWP Sub-Committee Chair.
3. The TCWP Chair will share the protocol with the Paris data office: The Study Office Operation Manager, Senior Statistician, TCWP Study Coordinator and TCWP Biostatistician.
4. The Study Coordinator will check the data feasibility and discuss with the PI.

This includes: If the necessary data is in the EBMT database, how many patients there are, if data collection is necessary.

1. The protocol regarding the data feasibility is validated by the Study Coordinator and passed on to the Biostatistician.
2. The Biostatistician reviews the statistical feasibility and discusses it with the PI.
3. Statistical feasibility is validated by the Biostatistician and statistical parts of the protocol are written by him.
4. The protocol now with the data and statistical parts are reviewed and approved by the TCWP Chair, the TCWP Sub-Committee Chair and the PI.
5. Study goes ahead. Depending on the study type:

a. **Retrospective study without data collection:**

* Data extraction of MEDA/B data (essential data collected in the EBMT database; PROMise) by the Study Coordinator.
* Biostatistician carries out the statistical analysis.
* Preparation of the publication manuscript by the PI.
* The first review of the manuscript is made by the Chair, the Sub-Committee Chair and the Biostatistician.
* The manuscript is sent afterwards to the other people of the writing committee.

b. **Retrospective study with data collection/ Prospective Study:**

* Study Coordinator creates a MED-C form/questionnaire in order to collect data that is not in PROMise.
* Study Coordinator identifies and contacts centres that meet the study criteria asking them if they are interested in the study and if ethical approval is required in their country.
* Study Coordinator launches the study by sending the protocol, the MED-C form and study instructions to the centres.
* MED-C data is collected.
* Data Extraction of MEDA/B data and data quality check by the Study Coordinator.
* Preparation of the publication manuscript by the PI.
* The first review of the manuscript is made by the Chair, the Sub-Committee Chair and the Biostatistician.
* The manuscript is sent afterwards to the other people of the writing committee.