Comments and suggestions on this and other NAACCR documents are welcome. Please send your comments to the editor or any member of the NAACCR Board of Directors.

The completed series *Procedure Guidelines for Cancer Registries* are:

**Series I: Interstate Data Exchange**

This document is intended for use by the operations staff of a population-based cancer registry who are involved in the exchange of cancer patient information with other cancer registries.

- Original release: December 1999
- Updated pages 2, 6, and 7: May 2000
- Updated multiple pages: January 2001

**Series II: Calculating the Death Certificate Only (DCO) Rate**

This document is intended as a guide for what to include when calculating DCO rates.

- Original release: June 2000

**Series III: Preparing a Policy and Procedure Manual**

This document is intended for use by the staff of a population-based cancer registry as a guide to preparing a detailed policy and procedure manual for the operation of the registry.

- Original release: January 2001

**Series IV: Cancer Case Ascertainment**

This document is intended for use by the staff of population-based central cancer registries as a guideline to certain steps in the overall case reportability process.

- Original release: February 2002

**Series V: Resolving Death Clearance Issues, 2002**

This document is intended for use by the staff of population-based central cancer registries as a guideline to resolve current death clearance issues.

- Original release: January 2002

In the course of writing this document, the decision was made to avoid reference to a specific version of the NAACCR Data Exchange format, because it changes almost every year. The Registry Operations Committee thought that listing a specific version would make this document obsolete in the very near future.

Copies of all standards documents can be viewed or downloaded from NAACCR’s Web Site at www.naaccr.org. For additional paper copies, write to the NAACCR Executive Office at 2121 W. White Oaks Drive, Suite C, Springfield, IL 62704.

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