



Department Of Surgical Oncology, ACTREC & FHNO

One-day Workshop on

*“Mastering Retrospective Studies: Design, Conduct, Analysis and Publishing”  
(MRS-DCAP)*

Department of Head & Neck  
Advanced Centre for Treatment, Research and Education  
in Cancer (ACTREC)  
Tata Memorial Centre (TMC)  
Mumbai.

Saturday, 25<sup>th</sup> January 2025

**-: Venue :-**

Auditorium, 7<sup>th</sup> Floor, RRU building , ACTREC  
Sector - 22, Kharghar, Navi Mumbai - 410 210.  
Maharashtra, INDIA.



## ABOUT THE ONE-DAY WORKSHOP

### Target Audience:

Healthcare professionals, researchers, medical students, and clinicians interested in medical research and retrospective study designs. This CME program would offer theoretical and practical knowledge, ensuring participants leave with actionable skills for conducting retrospective studies in their practice or research setting.

### Requirements:

Participants should come with a laptop and a (single) retrospective dataset that could be worked with during the small group sessions.

### Key Takeaways for Participants:

- Fundamental understanding of retrospective study designs.
- Hands-on experience in designing and conducting retrospective studies.
- Practical tips for managing and analysing retrospective data.
- Ethical and publication considerations for retrospective research.



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## PROGRAM SCHEDULE

Saturday, 25<sup>th</sup> January 2025

<u>TIME</u>	<u>TOPIC</u>	<u>SPEAKERS</u>
8.30 - 9.00 am	Registration and Inauguration	
9.00 - 9.30 am	3 important retrospective studies that changed practice in head and neck oncology	Dr Gouri Pantvaidya Dr Sarbani Ghosh Laskar Dr Anbarasan
9.30 –10.00 am	Importance/Level of evidence and shortcomings of retrospective studies in clinical research, introduction to prospective studies and study designs.	Dr Vikram Gota
10.00 –10.30 am	When to choose retrospective designs in clinical research & the Common uses in clinical settings & Formulating research questions and hypotheses.	Dr Shivakumar Thiagarajan
10.30 - 11.00 am	Managing Data sources (medical records, databases, registries, Redcap) Data Extractions & standardization , Managing missing data and inaccuracies.	Dr Tejpal Gupta
11.00 - 11.15 am	Tea Break	
11.15 - 12.00 pm	Use of statistical software (e.g., SPSS, R) & Common statistical methods (Chi-square, logistic regression, survival analysis)	Mrs. Sadhana Kannan
12.00 - 12.30 pm	Ethical considerations and IRB approval	Dr Sudhir Nair
12.30 - 1.00 pm	Practical Challenges and solutions for conducting multicentric retrospective studies: The Head and Neck Cooperative Group (HNCOG)	Dr Subramania Iyer
1.00 - 1.30 pm	Lunch Break & Networking	
1.30 - 2.00 pm	Considerations for Manuscript Writing and Submission	Mrs. Natasha Gulati
2.30 - 3.30 pm	Q&A Session with experts	Moderated by Arjun Singh
3.30 - 4.30 pm	Small Group Session: Study Title, Aims and Objectives, Statistical analysis (Candidates dataset)	All Faculty
4.30 – 4.45 pm	Tea	
4.45– 5.30 pm	Small Group Session: Results & Discussions (Candidates dataset)	All Faculty
5.30 pm	Vote of thanks	

## PATRONS

**Dr Sudeep Gupta**  
(Director, TMC)

**Dr Pankaj Chaturvedi**  
(Director, ACTREC)

**Dr Navin Khattry**  
(Deputy Director, CRC-ACTREC)

## ORGANISING CHAIRMAN

**Dr Sudhir Nair**  
(Prof. & HOD, Surgical oncology, ACTREC)

## FACULTY

Dr Subramania Iyer

Dr Amit Joshi

Dr Shivakumar Thiagarajan

Dr Shwetab Sinha

Dr Poonam Joshi

Dr Bhakti Trivedi

Dr Samarпита Mohanty

Dr Gouri Pantvaidya

Dr Vikram Gota

Mrs Natasha Gulati

Mrs. Sadhana Kannan

Dr Sachin Punatar

Dr Shilpushp Bhosale

Dr Anbarasan

Dr Sarbani Ghosh Laskar

Dr Tejpal Gupta

Dr Reshma Ambulkar

Dr Arjun Singh

Dr Anuj Kumar

Dr Hitesh Singhavi

Dr Gopi Reddy

## ORGANIZING SECRETARY

**Dr Shivakumar Thiagarajan**  
(Professor, Department of Head & Neck, TMH)

**Dr Rathan Shetty**  
(Associate Professor, Department of Head & Neck, TMH-ACTREC)

## REGISTRATION INFORMATION

Registration Fee (Small Group Session – Max. 40) : 2000/- + (Inclusive 18% GST)

Registration Fee (Only Participation – Max. 60) : 1000/- + (Inclusive 18% GST)

(Those who are applying for small group sessions should be ready with the title of the study)

**Contact:** Ms Pallavi Waikul

022 - 68735000 (Ext. 5202) / WhatsApp: +91 - 7758989254

Email: surgicalclinicsactrec@gmail.com

**Kindly register on given link:**

<https://forms.gle/Sn3JpKKa4qwaP8YM7>