



HOW TO GET STARTED

Help documents for the British Spine Registry

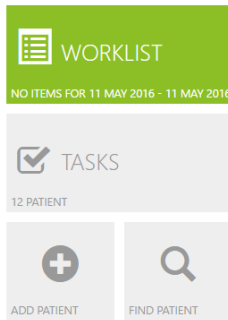
If you need help, advice or guidance, please contact customer.support@amplitude-clinical.com or 0333 014 6363

www.bsrcentre.org

User Dashboard

The first screen you will see when you login is the User Dashboard:

My Dashboard



WORKLIST ◀ 11 MAY 2016 - 11 MAY 2016 ▶

No worklist entries for the selected date range

WORKLIST - a list of the patients either admitted, in clinic or theatre that day. The screenshot above shows that if a worklist had been created for that day it would be shown there.

TASKS – outstanding patient or clinical tasks

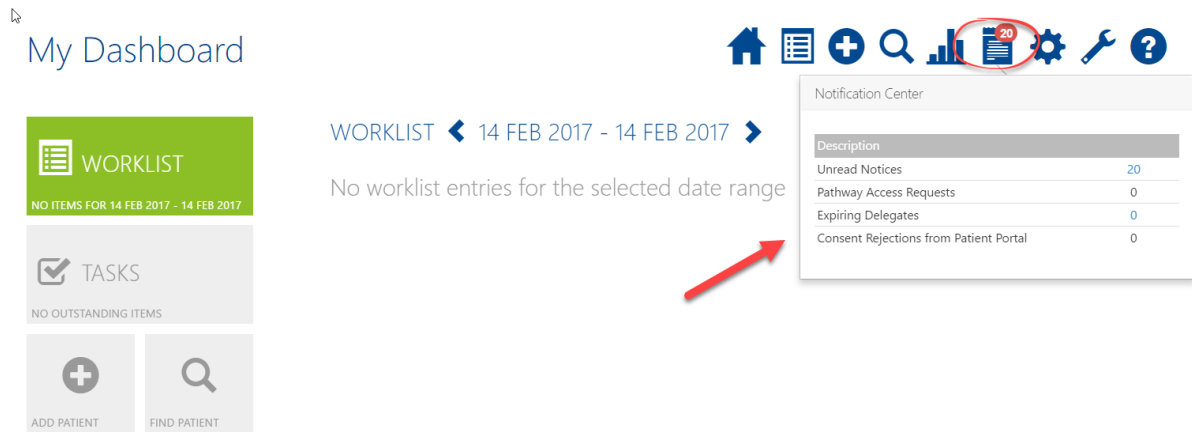
ADD PATIENT - click here to add a patient record

FIND PATIENT - click here to search for a patient record

You can return to the User Dashboard at any time by clicking the **Home button**

Notifications:

The notifications icon on the top right of the main screen, pulses 6 times when any notification is unread/outstanding. By clicking on the icon, notifications and information will be displayed.



The screenshot shows the 'My Dashboard' interface. On the left, there are three main sections: 'WORKLIST' (with a sub-header 'NO ITEMS FOR 14 FEB 2017 - 14 FEB 2017'), 'TASKS' (with a sub-header 'NO OUTSTANDING ITEMS'), and 'ADD PATIENT' and 'FIND PATIENT' buttons. On the right, there is a navigation bar with icons for Home, Worklist, Add, Search, Analytics, Notifications (circled in red with a '20' badge), Settings, and Help. Below the navigation bar, there is a 'WORKLIST' section with a date range '14 FEB 2017 - 14 FEB 2017' and the text 'No worklist entries for the selected date range'. A red arrow points from this text to the 'Notification Center' overlay. The 'Notification Center' overlay is a table with the following data:

Notification Center	
Description	
Unread Notices	20
Pathway Access Requests	0
Expiring Delegates	0
Consent Rejections from Patient Portal	0

Adding a patient

You can create a new patient by pressing the **ADD PATIENT** link button on the Dashboard:

My Dashboard



WORKLIST
NO ITEMS FOR 11 MAY 2016 - 11 MAY 2016

TASKS
12 PATIENT

ADD PATIENT

FIND PATIENT

ADD PATIENT

Hospital Number

National Identifier

Title **Forename** **Middle Name** **Surname**

Fill in the basic relevant details and then select **Add Patient**

To reduce potential duplicate records the registry will automatically search to see if a patient with identical criteria already exists, if so you will be notified and will be able to add another pathway for this patient.

N.B. Please note we cannot automate the collection of outcome data without an email address.

Adding a patient to a Pathway and Worklist

When the patient record is saved, you will see a screen prompting you to add the patient onto a pathway. Select the appropriate pathway and add the patient onto a worklist, you will then be able to see the patient on the User Dashboard.

My Dashboard



WORKLIST
NO ITEMS FOR 11 MAY 2016 - 11 MAY 2016

TASKS
12 PATIENT

ADD PATIENT **FIND PATIENT**

TEST, Charlie (F, 27y) NHS: *Unknown* HOSP: *Unknown*

Pathway

Spinal (Cervicothoracic Degenerative) Pathway (BSR)

Start Date

11 May 2016

Add to Worklist

Do not create a worklist entry

Add Pathway Add & Open Pathway Cancel

Select **Add Pathway** to add the pathway or **Add & Open Pathway** to open the Pathway Dashboard.

My Dashboard



WORKLIST
NO ITEMS FOR 11 MAY 2016 - 11 MAY 2016

TASKS
12 PATIENT

ADD PATIENT **FIND PATIENT**

TEST, Charlie (F, 27y) NHS: *Unknown* HOSP: *Unknown*

Pathway

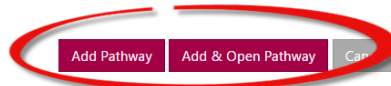
Spinal (Cervicothoracic Degenerative) Pathway (BSR)

Start Date

11 May 2016

Add to Worklist


Do not create a worklist entry



How to find a patient

You can find a patient by pressing the **FIND PATIENT** link button on the Dashboard:

My Dashboard



WORKLIST
NO ITEMS FOR 11 MAY 2016 - 11 MAY 2016

TASKS
12 PATIENT

ADD PATIENT **FIND PATIENT**

FIND PATIENT

Hospital Number

NHS Number

Date of Birth

Name

Pathway Type

Owner

Search

Fill in the basic details and then select **Search**

Recording Procedures and Clinical Data

After the patients' operation is complete the operative data needs to be input into the system. Select the patient from your worklist and this will open their Clinical Record.

Select the procedure as shown on the screenshot below and you will be able to enter operative data:

TEST, Charlie (F, 27y) NHS: *Unknown* HOSP: *Unknown*
charlie@test.com Consent Not Recorded No Other Pathways

SPINAL (CERVICOTHORACIC DEGENERATIVE) PATHWAY (BSR) OUTPATIENT

Initial Assessment Procedure Discharge Outcome Scores Other Future Task

- 11 May 2016 **Clinical Assessment**

OUTCOME SCORES (3 items)

- 11 May 2016 **EQ-5D 5L**
- 11 May 2016 **VAS (Neck + Arm)**
- 27 Apr 2016 **NDI**

Once the procedure form has been added and completed, the system will then load post-op scores to be sent at different time intervals.

How to setup an Operation Note default:

Select the **User Settings** button from the top right hand corner:

My Dashboard



WORKLIST
1 ITEMS FOR 11 MAY 2016 - 11 MAY 2016

TASKS
1 CLINICIAN 15 PATIENT

ADD PATIENT

FIND PATIENT

WORKLIST ◀ 11 MAY 2016 - 11 MAY 2016 ▶

THEATRE LIST (1)

Patient	Pathway	Time	C	P	
TEST, Charlie	Spinal (Cervicothoracic Degenerative) Pathway (BSR)	11 May 2016 13:00	1	3	<input type="checkbox"/>

Select the **Pathway** you would like to create a default for:

User Settings



PATHWAY TYPES
7 ITEMS SELECTED

CUSTOM LISTS

DELEGATES

PROFILE

SECURITY

SYSTEM SETTINGS

NATIONAL IDS

PATHWAY TYPES

Spinal Surgery

Spinal Registry Pathways

ON		Spinal (Cervicothoracic Degenerative) Pathway (BSR)	SET DEFAULT
ON		Spinal (Deformity) Pathway (BSR)	SET DEFAULT
ON		Spinal (Infection) Pathway (BSR)	SET DEFAULT
ON		Spinal (Intradural) Pathway (BSR)	SET DEFAULT
ON		Spinal (Lumbar Degenerative) Pathway (BSR)	SET DEFAULT
ON		Spinal (Trauma) Pathway (BSR)	SET DEFAULT
ON		Spinal (Tumour) Pathway (BSR)	SET DEFAULT

Then select the **Form** you would like to create a default for:

User Settings



PATHWAY TYPES
7 ITEMS SELECTED

CUSTOM LISTS DELEGATES

PROFILE SECURITY

SYSTEM SETTINGS NATIONAL IDS

← SPINAL (CERVICOTHORACIC DEGENERATIVE) PATHWAY (BSR)

Lock Level

None

Record can be viewed and updated by anybody

Users to Have Read Only Access

Click here to search for a user to add

Users to Have Full Access

Click here to search for a user to add

Custom Forms

Nothing selected

Form Defaults

Clinical Assessment

Procedure

Injection Complications

Intra-Op Complications

Cost of Implants and Consumables

Save Cancel

Select **Add a New Default**:

User Settings



PATHWAY TYPES
7 ITEMS SELECTED

CUSTOM LISTS DELEGATES

PROFILE SECURITY

SYSTEM SETTINGS NATIONAL IDS

← SPINAL (CERVICOTHORACIC DEGENERATIVE) PATHWAY (BSR)

CLINICAL ASSESSMENT

No existing default packs

Add a New Default

Name the default:

User Settings



NEW FORM DEFAULT

Name

Proceed Cancel

Run through the form and pre-answer options that are your set defaults for the procedure.

User Settings



TEST12
SPINAL (CERVICOTHORACIC DEGENERATIVE) PATHWAY (BSR) - CLINICAL ASSESSMENT

Mandatory Data Set for Clinical Assessment

Mandatory Data Set Only MDS plus Additional Data

Patient Risk Factors

* Co-Morbidities

None	Smoker	Diabetes	Obesity (BMI>35)	Steroid use	Wheel chair dependent
Baclofen Pump	Non-Invasive Ventilation	Rheumatoid Arthritis	Ankylosing Spondylitis	Other Inflammatory Arthropathy	Genetic/Syndromic
Osteoporosis	OPLL	DISH (Forestier's Disease)	Other		

Neurological Deficit

* No neurology deficit Radicular Incomplete spinal cord injury Complete spinal cord injury

Cancel Save

When you have finished going through the form, select **Save**:

Setting a National ID default:

2

User Settings




PATHWAY TYPES
7 ITEMS SELECTED

CUSTOM LISTS **DELEGATES**

PROFILE **SECURITY**

SYSTEM SETTINGS **NATIONAL IDS**

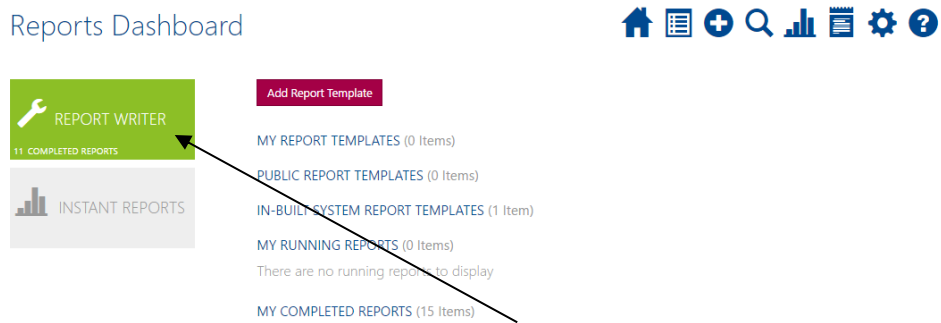
NATIONAL ID

<input checked="" type="checkbox"/> ON	NHS Number		DEFAULT
<input checked="" type="checkbox"/> ON	CHI Number		SET DEFAULT
<input checked="" type="checkbox"/> ON	Generic		SET DEFAULT
<input checked="" type="checkbox"/> ON	H&C Number		SET DEFAULT

Reporting:

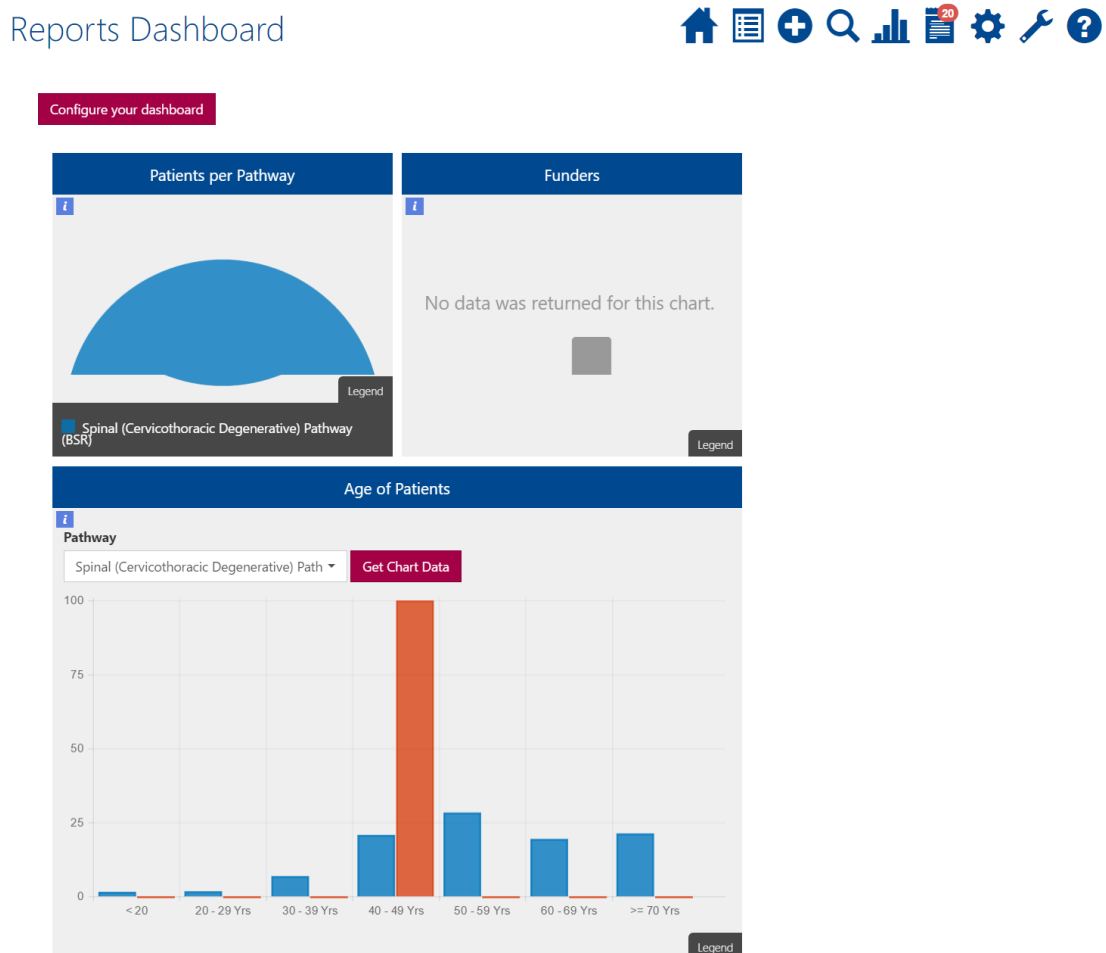
There are two options when it comes to reporting on your data.

Firstly, you can write your own report, as seen below:



This enables you to choose what you are reporting on, e.g. patient demographics, op notes, procedure etc.

The second option you have is your instant reports:



With the instant reports, you are given a number of different graphs and charts that represent necessary reports from your data. The Legend display on the graphs, will match the colours on what is being displayed.

Data Exchange

This gives users the ability to push data to the relevant registries from *pro one™* or *pro enterprise™* systems.

Consent Process

If data is being captured in a *pro one™* or *pro enterprise™* system and then being uploaded via the data exchange process, the patient will be presented with a consent message for the registry as well as the system in which the data is being captured i.e. *pro one™* or *pro enterprise™* system consent. Full audit trails are available on all consents.

Collecting Outcome Scores

The system will automatically trigger the collection of specific outcome scores at pre-defined time periods after the operative data has been entered into the system.

The patient will receive their scores via email and be able to complete them on iPads and PCs in clinic. If a patient does not respond to a score, the system will send reminder emails for each patient **three times**.

You can view any patients who do not fill in their outcomes scores on your task list. From here you can send manual email reminders or call the patient according to your own process.

To talk about the patient process in more detail, please contact the British Spine Registry Account Manager, Louise Claridge, on louise.claridge@amplitude-clinical.com.