

PETER

Quick Guide Index:

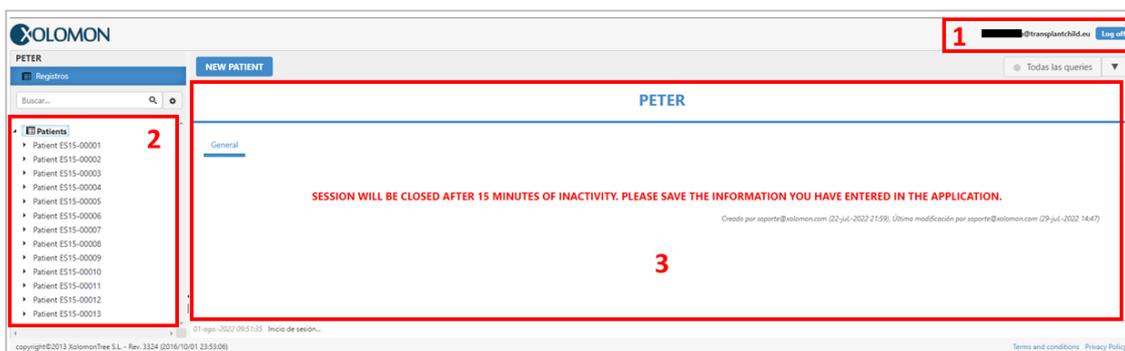
1. Login	1
2. Add a new patient	1
3. Transplantation data	2
4. Register a patient follow up	2
5. Data entry considerations: filling tables	3
6. Modify patient data	4

1. Login

Once you receive your access login information from our Help Desk, you can access the registry through its main webpage:

<https://peter.xolomon.com>

The main home page interface is divided into 3 main sections: sign in status (1), patient list (2) and data entry box (3).



Notice the message regarding **automatic session closing after 15 minutes of inactivity**.

The main usage of the registry will be through the data entry box (3) where patient, transplantation, and follow-up data can be entered, checked and modified if needed.

The patient list (2) can be used to navigate through patients, transplantation, and follow-ups easily.

2. Add a new patient

All the necessary procedure to enroll a patient in the registry will be done in the data entry box (3). The procedure is simple: click on the **button situated on the top that reads “NEW PATIENT”** and **fill the fields** presented there. Once these fields are entered click on **“Save”**, the system will then create a patient’s pseudonym and you can register the transplantation information.

3. Transplantation data

Once a patient is registered in PETER, a **“NEW TRANSPLANT RECORD”** should be fill, since the inclusion of the patient in the transplantation waiting list. Two different form tabs contain sections regarding distinct types of transplantation related information.

4. Register a patient follow up

Once a patient and transplantation record are registered in PETER, a follow-up should be done at 3, 12 months and then annually after transplantation. In the successive revisions of the patient, the same questions will be prompted. This allows to track the evolution of the patient throughout the post transplantation period.

To register a follow up you first must select a transplantation record of the patient (1), from the patient list on the left and click on **“NEW FOLLOW-UP”** (2). Once you **select the date of the follow-up** from the calendar and **“Save”** (3), the rest of the fields will appear. Notice there are 3 different tabs with distinct information to fill:

Current status	Complications	Laboratory and functional tests
Patient status ▾	Post-transplant Malignancy ▾	Laboratory and functional tests results ▾
Functional status during the follow up ▾	Post-transplant Lymphoproliferative disease ▾	Immunosuppressive trough level ▾
Graft follow-up ▾	Renal complications ▾	Donor-specific antibody ▾
Immunosuppressive treatment ▾	Haematological complications ▾	Other relevant information ▾
Medications ▾	Nutritional status ▾	
Vaccines after transplantation ▾	Metabolic complications ▾	
Nutritional support ▾	Post-transplantation Allergies and Autoimmunity/Immune-Mediated disorders ▾	
Hospitalizations ▾	Neurological and psychiatric complications ▾	
Infections ▾		

5. Data entry considerations: filling tables

While introducing the data of the patient we will encounter certain form input formats that work in a certain way, particularly tables must be emphasized as its working might look confusing at first.

The three point at which tables are used are:

- New patient entry: Diagnosis (selection on ORDO or ICD-10 code).
- New transplant record: transplantation type.
- New follow-up: graft status (surgical complications, procedures related to transplantation, graft biopsy description), immunosuppressive treatment, relevant infection episodes, immunosuppressive trough level.

The tables work by allowing saving different episodes, diagnosis, complications, etc. For that reason, **each time a record is introduced we must save it.**

Using the diagnosis table as an example, to add a diagnosis we must click on the ⊕ symbol at the top of the table:



When the pop-up window appears, search for the code describing the diagnosis in either ICD-10 or ORDO nomenclature. Finally, click on **“Save”** and then **“Exit”** button  :

Ontology (ORDO recommended):

ICD-10 **ORDO** Other

ORDO Description:

ORDO Code:

- Seleccione una opción -

- ORPHA:122043 1,4-alpha-glucan branching enzyme 1
- ORPHA:276413 10q22.3q23.3 microdeletion syndrome
- ORPHA:276422 10q22.3q23.3 microduplication syndrome
- ORPHA:289513 12p15q21.1 microdeletion syndrome

!!!

Save X

To add more diagnosis (independently of the codification used) the same procedure can be applied.

6. Modify patient data

PETER

Registros

Buscar...

Patients

- 1 Patient ES15-00001
 - Transplantation data
 - ES15-00001 - 1
 - Follow-Ups
 - Follow-Up 1 (2020-11-10)
 - Follow-Up 2 (2021-01-19)

Once enrolled, patient data might be subjected to changes. This can be easily edited.

The first thing is to **select the patient** from the patient list (1).

Then select which information you want to edit: transplantation data or follow-ups. **Edit the data** in the form and **click on "Save"**, this last step is very important and if not done no changes will occur.

Additionally, you can check all past changes made to this patient in the "Log" tab:

NEW PATIENT

Patient 000-000

Common Dataset Waiting list information Transplantation data **Log**

Arrastre el título de una columna y suéltelo aquí para agruparlas

Table	User	User's IP	Date	Type												
Patient	User 1	213.0.53.147	16-04-2021 12:56	New registry value												
<table border="1"> <thead> <tr> <th>Field</th> <th>Previous value</th> <th>New value</th> <th>Change justification</th> </tr> </thead> <tbody> <tr> <td>CD_perm_RSb</td> <td></td> <td>Yes</td> <td></td> </tr> <tr> <td>CD_perm_RS</td> <td></td> <td>Yes</td> <td></td> </tr> </tbody> </table>					Field	Previous value	New value	Change justification	CD_perm_RSb		Yes		CD_perm_RS		Yes	
Field	Previous value	New value	Change justification													
CD_perm_RSb		Yes														
CD_perm_RS		Yes														
1																
100																
100																
100																