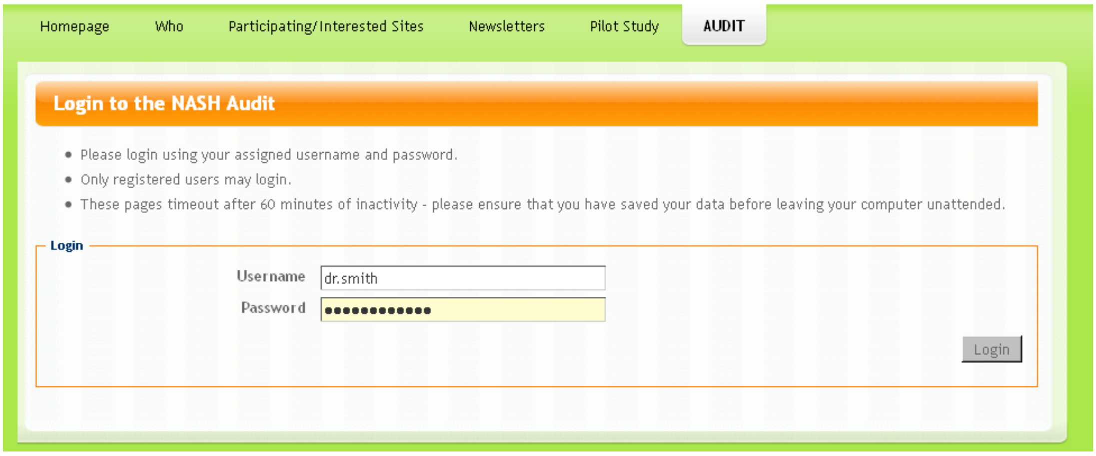
NASH Data Entry User Guide

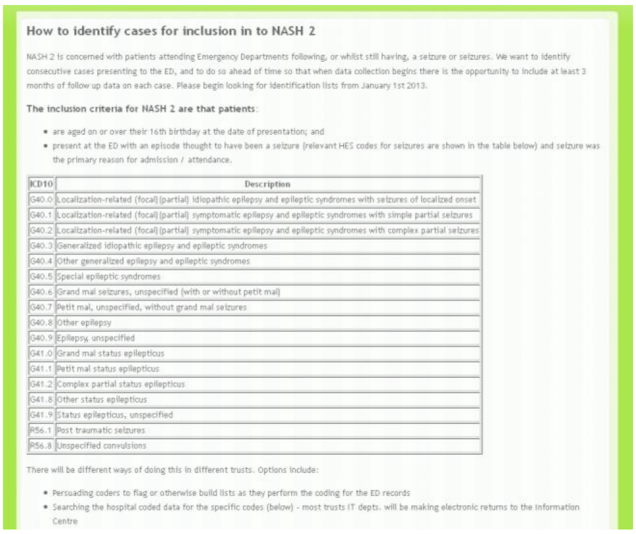
The data entry tool can be found by visiting www.nashstudy.org.uk and clicking on the AUDIT tab.

Enter the username and password which you have been provided with, and click the login button (if you do not have login details, please email the study office – info@nashstudy.org.uk).



This will take you to the first screen, where you will see the welcome message listing your name, site and the last time you logged in. You will also see a list of participants entered from your site and an option to enrol a new participant.

To enter data on a new patient, you click 'Enrol New Participant'. The first screen you see will be a reminder of the inclusion criteria. If you are happy that the patient fits this, then scroll down and click the 'continue' button.



How to identify cases for inclusion in to NASH 2

NASH 2 is concerned with patients attending Emergency Departments following, or whilst still having, a seizure or seizures. We want to identify consecutive cases presenting to the ED, and to do so ahead of time so that when data collection begins there is the opportunity to include at least 3 months of follow up data on each case. Please begin looking for identification lists from January 1st 2013.

The inclusion criteria for NASH 2 are that patients:

- are aged on or over their 16th birthday at the date of presentation; and
- present at the ED with an episode thought to have been a seizure (relevant HES codes for seizures are shown in the table below) and seizure was the primary reason for admission / attendance.

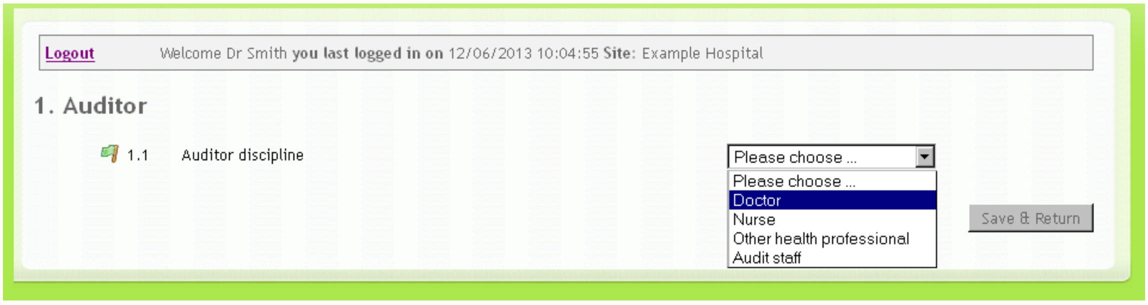
ICD10	Description
G40.0	Localization-related (focal)(partial) idiopathic epilepsy and epileptic syndromes with seizures of localized onset
G40.1	Localization-related (focal)(partial) symptomatic epilepsy and epileptic syndromes with simple partial seizures
G40.2	Localization-related (focal)(partial) symptomatic epilepsy and epileptic syndromes with complex partial seizures
G40.3	Generalized idiopathic epilepsy and epileptic syndromes
G40.4	Other generalized epilepsy and epileptic syndromes
G40.5	Special epileptic syndromes
G40.6	Grand mal seizures, unspecified (with or without petit mal)
G40.7	Petit mal, unspecified, without grand mal seizures
G40.8	Other epilepsy
G40.9	Epilepsy, unspecified
G41.0	Grand mal status epilepticus
G41.1	Petit mal status epilepticus
G41.2	Complex partial status epilepticus
G41.8	Other status epilepticus
G41.9	Status epilepticus, unspecified
R56.1	Post traumatic seizures
R56.8	Unspecified convulsions

There will be different ways of doing this in different trusts. Options include:

- Persuading coders to flag or otherwise build lists as they perform the coding for the ED records
- Searching the hospital coded data for the specific codes (below) - most trusts IT depts. will be making electronic returns to the Information Centre

You will then see a list of the 10 forms in which we require data for each patient. Click on [Access] next to the first form (entitled Auditor).

This takes you to the data entry screen for the 'Auditor discipline' question. A drop down box will appear, from which you can choose your answer.

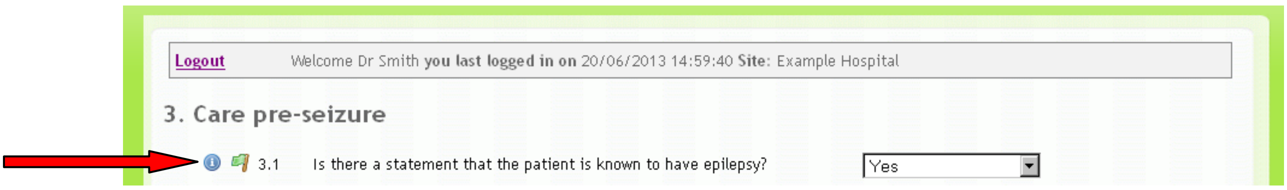


Once you have done so, click the 'Save & return' button to return to the 'Subject Status' screen.

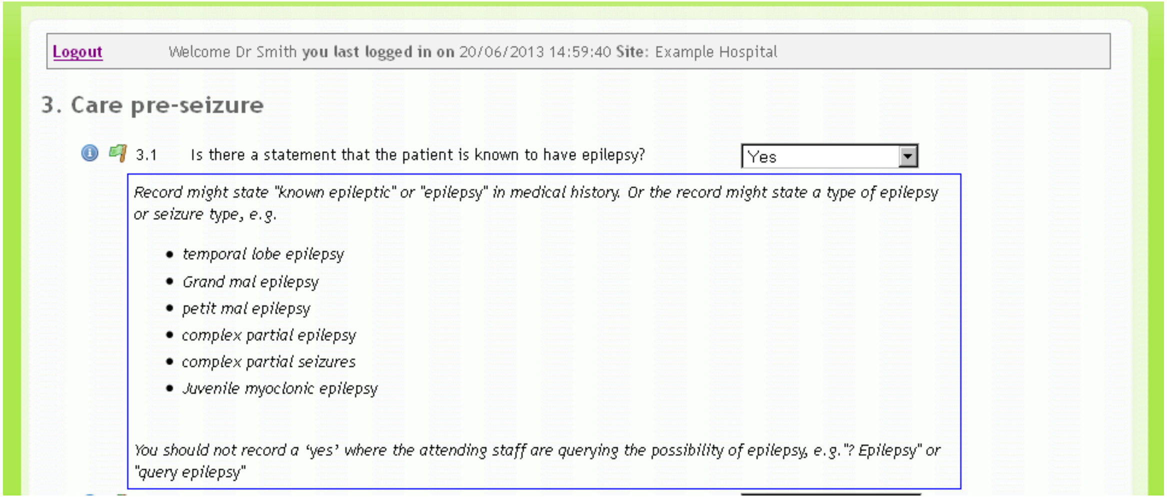
You can then go through each of the forms in turn. Please note, that you do not have to fill in all the information for each patient in one go. You may come back to add data on each patient at any time. However, as we do not require any patient identifiable data to be entered on to the NASH database, we recommend that once you have selected a patient for inclusion, you keep their details on to a local register. This will allow any queries and data checks to be made, and also you can use the identification for local audit presentations.

There are a number of features in the database designed to aid you in entering your data.

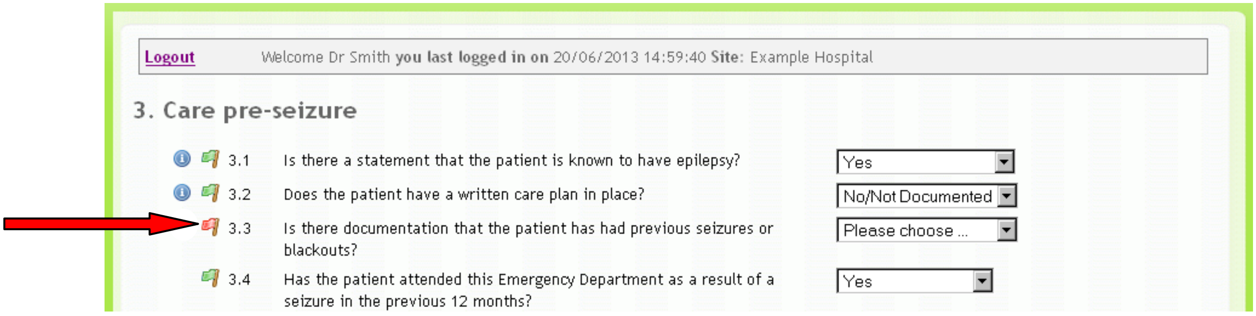
A number of questions have a blue 'i' information button next to them.



Clicking on this will bring up a help note that gives you more information about the question, and (if applicable) where in the patient records you can find the answer. Clicking on the 'i' button again will hide the help note.

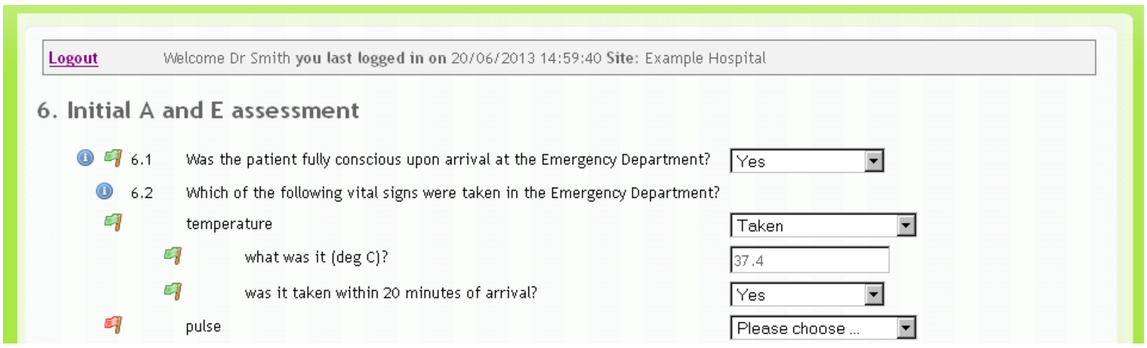


You will notice that there are flags next to each question. Red flags allow you to see at a glance where there is missing data. (Please note, that there are programming issues around some of these flags which means some may not be appearing correctly. These will be fixed as soon as possible).

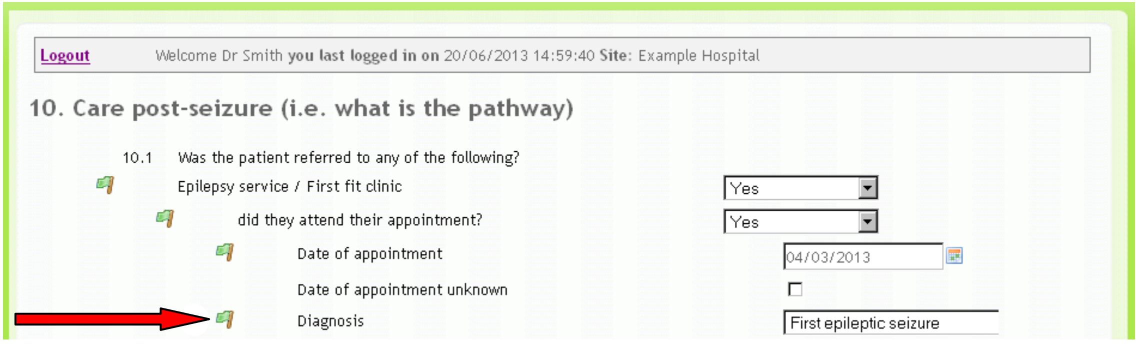


There is logic built in to the system so that only the questions that are relevant to the patient you are entering data for will appear. In the example below, the temperature was recorded as not being taken, therefore the next question to appear is regarding the pulse.

In the next example, the patient's temperature was taken, and therefore two supplementary questions appear regarding what the temperature was and when it was taken.

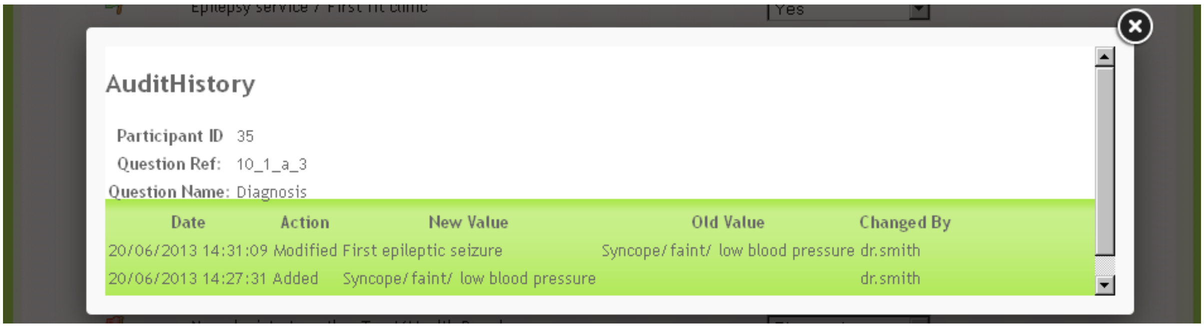


You can also view the audit trail for each question. To do this click on the green flag next to the question you are interested in (in this example, the patient's diagnosis).



This will bring up the 'Data Management Menu'. Click to view the audit trail.

This will show the history of the answers to that question, including the date changes were made, the values they were changed from, and who made the changes.



If you have any questions about the data entry tool, please email the study office – info@nashstudy.org.uk