

User manual

All recipients

Recipient and waiting list administration

04sep2015

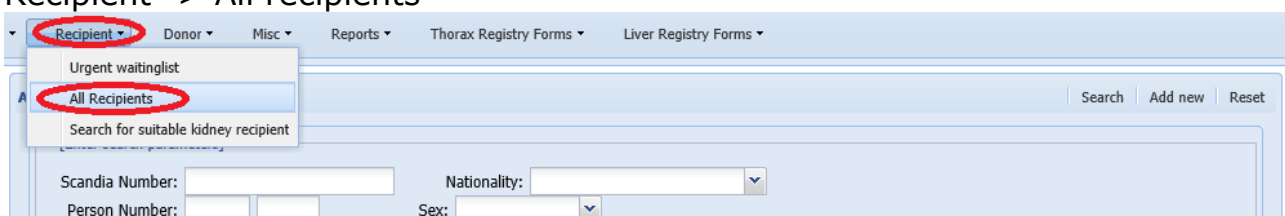
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STAMP/LAMP is described in a separate manual

1. Find the menu 'All Recipients'

Recipient -> All recipients



2. Find an existing patient in the database

When you enter the menu 'All recipients' you get a variety of possibilities for entering search parameters. You can search on one parameter or combine more parameters to limited the number of recipients.

All Recipients Search Add new Reset

[Enter search parameters]

Scandia Number: Nationality:

Person Number: Sex:

Surname: First Name:

Transplant Center: AB0 Blood Group:

Waiting list status: Waiting List type: Urgency:

STAMP **Historical**

Sign up: Status: Termination:

Withdrawal: Waiting List:

Scandia Num... Nationality Person Number Surname First Name Transplant Ce... AB0 Blood Gr... Waiting list st... Waiting List t... Urgency

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Example of a search based on a combination of three parameters:

All Recipients Search Add new Reset

[Enter search parameters]

Scandia Number: Nationality:

Person Number: Sex:

Surname: First Name:

Transplant Center: CP: København AB0 Blood Group:

Waiting list status: N: Notified Waiting List type: KI: Kidney Urgency:

STAMP **Historical**

Sign up: Status: Termination:

Withdrawal: Waiting List:

	Scandia Num...	Nationality	Person Number	Surname	First Name	Transplant Ce...	AB0 Blood Gr...	Waiting list st...	Waiting List t...	Urgency
1				Surname: M.	First name: S.	CP: København	A	N: Notified	KI: Kidney	T: Transplant...
2				Surname: N.	First name: M.	CP: København	A	N: Notified	KI: Kidney	T: Transplant...
3				Surname: S.	First name: B.	CP: København	0	N: Notified	KI: Kidney	T: Transplant...
4				Surname: D.	First name: B.	CP: København	0	N: Notified	KI: Kidney	T: Transplant...
5				Surname: D.	First name: J.	CP: København	A	N: Notified	KI: Kidney	T: Transplant...
6				Surname: B.	First name: A.	CP: København	B	N: Notified	KI: Kidney	T: Transplant...
7				Surname: R.	First name: J.	CP: København	A	N: Notified	KI: Kidney	T: Transplant...
8				Surname: P.	First name: J.	CP: København	A	N: Notified	KI: Kidney	T: Transplant...

At the bottom of the page the total number of recipients fulfilling the search parameters are displayed (No. 1). Furthermore, the order of the list is displayed (No. 2), if you wish to change the order click on the column headers (No. 3).

All Recipients Search Add new Reset

[Enter search parameters]

Scandia Number: Nationality:

Person Number: Sex: F: Female

Surname: First Name:

Transplant Center: CP: København AB0 Blood Group: 0

Waiting list status: Waiting List type: LI: Liver Urgency:

STAMP **Historical**

Sign up: Status: Termination:

Withdrawal: Waiting List:

3.	Scandia Num...	Nationality	Person Number	Surname	First Name	Transplant Ce...	AB0 Blood Gr...	Waiting list st...	Waiting List t...	Urgency
1					First name: J.	CP: København	0	N: Notified	LI: Liver	T: Transplant...
2					First name: E.	CP: København	0	N: Notified	LI: Liver	T: Transplant...
3					First name: K.	CP: København	0	N: Notified	LI: Liver	T: Transplant...
4					First name: B.	CP: København	0	N: Notified	LI: Liver	T: Transplant...
5					First name: E.	CP: København	0	N: Notified	LI: Liver	T: Transplant...

Page 1 of 1 2. Order by: Organization Scandia Number 1. Displaying 1 - 5 of 5

Below is an example of changed sorting, if you wish to go back to the default sorting click on the 'Order by:' button.

	Scandia Num...	Nationality	Person Number	Surname	First Name	Transplant Ce...	AB0 Blood Gr...	Waiting list st...	Waiting List t...	Urgency
1						CP: København	0	N: Notified	LI: Liver	T: Transplant...
2						CP: København	0	N: Notified	LI: Liver	T: Transplant...
3						CP: København	0	N: Notified	LI: Liver	T: Transplant...
4						CP: København	0	N: Notified	LI: Liver	T: Transplant...
5						CP: København	0	N: Notified	LI: Liver	T: Transplant...
6						CP: København	A	N: Notified	LI: Liver	T: Transplant...
7						CP: København	A	N: Notified	LI: Liver	T: Transplant...
8						CP: København	B	N: Notified	LI: Liver	T: Transplant...
9						CP: København	B		LI: Liver	

Page 1 of 1 Order by: Waiting list status AB0 Blood Group Displaying 1 - 9 of 9

Press to reset ordering to default

3. Register a new patient – Basic information

The screenshot shows the 'All Recipients' search interface. At the top right, there are buttons for 'Search', 'Add new' (circled in red), and 'Reset'. Below this is a search parameter entry box. The main form contains several input fields and dropdown menus: Scandia Number (highlighted with a purple box), Person Number, Surname, First Name, Transplant Center, AB0 Blood Group, Waiting List, Urgency, and Notification. There are also two sections: 'STAMP' with 'Sign up' and 'Withdrawal' dropdowns, and 'Historical' with 'Status', 'Termination', and 'Waiting List' dropdowns.

Click on 'Add new'

The screenshot shows the 'Recipient information' form. The 'Date of Birth' field is highlighted with a purple box and contains the value '010288'. Other fields include Scandia Number, Nationality (DK: Denmark), Person Number (010288), Sex (F: Female), Surname, First Name, Transplantation History, Survival Status, Status, Waiting List, Urgency, First regist., and Latest regist. Below the main form is a tabbed interface with tabs for 'Basic info', 'Clinical data', 'Address/Phone', 'Waiting List', 'HLA Typing', 'Antibody Screen Test', 'Allowable Antibodies', 'Previous Mismatches', and 'Death'. The 'Basic info' tab is active, showing fields for AB0 Blood Group, Rhesus, Transplant center (AR: Aarhus), Department, and Notes on Patient.

Start entering information.

Mandatory data to fill in before getting a Scandia number is; Date of birth, Sex, Surname, First name and AB0 blood group.

The person number will be validated according to the registered nationality and national rules. Furthermore, it will be checked if the patient has been registered previously in the database.

4. Register and/or update of patient information

4.1. HLA typing

Basic info	Clinical data	Address/Phone	Waiting List	HLA Typing	Antibody Screen Test	Acceptable Antibodies	Previous Mismatches	Death
Serological								
A:				B:				
CW:				BW4/w6:				
DR:				DQ:				
Genomic								
A:				B:				

Enter the HLA type or select between HLA types by pressing the drop down menu. To select a specific type on the list, click on it.

07
0702
0703
0736
08
0801
13
1301
1302
14
1401
1402
15
1501
1502

If you start typing, the list will narrow down

B: 1
13
1301
1302
14
1401
1402
15
1501
1502
1503
1504
1505
1506
1507
1508

Bw4 and Bw6 is automatically calculated from the association to the HLA type, but **not** automatically counted as part of the patient HLA. To use the calculated Bw4 and Bw6 you have to enter them into the HLA registration fields.

The screenshot displays the 'HLA Typing' tab with the following fields:

- Serological:** A: 1, 3; B: 51, 7; Cw: ; DR: ; DQ: ; Bw4/w6: w4, w6 (highlighted in red).
- Genomic:** A: ; B: ; DRB1: 15, 10; DPA1: ; DQA1: ; DRB3/4/5: ; DPB1: ; DQB1: ; Calculated Bw: w4,w6 (highlighted in red).
- For match:** A: 1, 3; B: 5, 7; Cw: ; DR: 2, 10; DQ: ;

4.2. Antibody Screen Test

The screenshot displays the 'Antibody Screen Test' tab with the following fields:

- Antibody Summary:** B+X,7;
- Calculated combined PRA:** 28 %
- Immunization:** PI: Previously immunized

In this tab, you are able to register new antibody results and to get an overview of the antibody status.

To add a new antibody screen test result click on 'Add new'

The screenshot displays the 'Recipient information' tab with the following fields:

- Recipient information:** Scandia Number: 950234; Nationality: DK: Denmark; Date of Birth: 01-Feb-1988; Person Number: 010288; Sex: F: Female; Surname: x; First Name: x; Transplantation History: KI; LI; PA; IT; HE; LU; Survival Status: ALIVE; Status: ; Waiting List: ; Urgency: ; First regist.: IDW, 03-Mar-2015; Latest regist.: IDW, 03-Mar-2015.
- Antibody Screen Test sub-tab:** Antibody Summary: ; Calculated combined PRA: %; Immunization: ND: Not investigated, unknown; **Add new** (circled in red); Table with columns: Date of sample, PRA Class I, PRA Class II, Identified Antibodies.

Fill in date, PRA and technic used

If you wish to fill in antibody specificities you can click on the arrow down and list of value will appear. Now you can click on the specificities on the list that you wish to add.

When you save and go back the newly added screen test result will appear on the list.

	Date of sample	PRA Class I	PRA Class II	Identified Antibodies
1	09-Mar-2015	15	0	B13,7,8;
2	25-May-2010	0	0	
3	20-Apr-2010	0	0	
4	20-Jan-2010	10	0	
5	05-Nov-2009	10	0	

If you wish to alter/add information to an already registered result, you click on the specific line and a pop up window will appear.

4.3. Acceptable antibodies

The screenshot shows a software interface with a tabbed menu at the top. The tabs are: Basic info, Clinical data, Address/Phone, Waiting List, HLA Typing, Antibody Screen Test, **Acceptable Antibodies** (highlighted with a red box), Previous Mismatches, and Death. The main content area contains a text field labeled 'Antibody Summary:' with the value 'B+X,13,7,8;'. Below it is a dropdown menu labeled 'HLA-B:'.

Previously determined antibodies which are no longer clinical relevant, can be specified in this tab.

The screenshot shows a software interface with a tabbed menu at the top. The tabs are: Basic info, Clinical data, Address/Phone, Waiting List, HLA Typing, Antibody Screen Test, **Allowable Antibodies** (highlighted with a purple box), Previous Mismatches, and Death. The main content area contains a text field labeled 'Antibody Summary:' with the value 'A19,(9);'. Below it is a dropdown menu labeled 'HLA-A:' with a list of values: '9' and '19'. The '9' value is currently selected and highlighted in blue.

In list of value you can chose between all antibodies determined. The antibodies that you select as no longer relevant will be displayed in brackets after saving data.

4.4. Previous Mismatches

Previous Mismatches				
	Series	Antigene	Acceptable mismatch	Tx. registration in SCTP
<input checked="" type="checkbox"/>	A	1	N: No	N: No
<input checked="" type="checkbox"/>	B	12	N: No	N: No

This tab contains information on HLA mismatches from previous transplantations and allows registration of missing previous mismatches.

Previous Mismatches				
	Series	Antigene	Acceptable mismatch	Tx. registration in SCTP
<input checked="" type="checkbox"/>	A	1	N: No	N: No
<input checked="" type="checkbox"/>	A	3	N: No	Y: Yes
<input checked="" type="checkbox"/>	B	37	N: No	N: No
<input checked="" type="checkbox"/>	B	40	N: No	N: No
<input type="checkbox"/>				N: No

If the previous transplantation(s) has been registered in the database and donor HLA has been filled in HLA mismatches will automatically be calculated and displayed. In the column 'Tx. Registration in SCTP' these will be listed as Yes.

If the transplantation is not registered in the database (mainly kidney transplantations before 1st of January 1995) you can register previous mismatches manually.

A previous mismatch is a default set to not acceptable, which means that it will appear on the kidney search result list as a repeated mismatch if the donor type includes the specific HLA type. If the value in the 'Acceptable mismatch' column is changed to yes, it will not appear as a repeated mismatch on the search result list.

5. Waiting list

5.1. Waiting list history

When you click on the waiting list tab you will get an overview of the waiting list history, sorted with the newest entry in top.

You can click on terminated waiting list records to view read only data or you can enter a not yet terminated record to view and/or alter data.

Recipient information Back Save Cancel

Scandia Number: Nationality: S: Sweden

Date of Birth: Person Number: Sex: F: Female

Surname:

First Name:

Transplantation History: (0)KI; (3)LI 15-JAN-1994 29-DEC-2005 31-JAN-2011; (0)PA; IT; HE; LU;

Survival Status: ALIVE

Waiting list status: N: Notified Waiting list type: LI: Liver Urgency: T: Transplantable

First regist.: OPS\$ 08-Nov-1995 Latest regist.: OPS\$ 31-Jan-2011

Basic info Clinical data Address/Phone **Waiting List** HLA Typing Antibody Screen Test Acceptable Antibodies Previous Mismatches Death

Add new

	Waiting List	Date of entry	Termination
1	LI: Liver	11-Mar-2015	
2	LI: Liver	15-Nov-2010	Transplantation - cadaveric donor <- Donor: 6389 , Tx-date: 31-JAN-11
3	LI: Liver	22-Sep-2005	Transplantation - cadaveric donor <- Donor: 3223 , Tx-date: 29-DEC-05
4	LI: Liver	11-Nov-1993	Transplantation - cadaveric donor <- Donor: 8699, Tx-date: 15-JAN-94

5.2. Preparation for new waiting list entry (incl. infection serology)

Click on 'Add new' to create a new waiting list entry.

Recipient information Back Save Cancel

Scandia Number: 950231 Nationality: DK: Denmark

Date of Birth: 12-Dec-2012 Person Number: 121212 Sex: F: Female

Surname: x

First Name: x

Transplantation History: KI; LI; PA; IT; HE; LU;

Survival Status: ALIVE

Status: Waiting List: Urgency:

First regist.: IDW 04-Mar-2015 Latest regist.: IDW 04-Mar-2015

Basic info Clinical data Address/Phone **Waiting List** HLA Typing Antibody Screen Test Allowable Antibodies Previous Mismatches Death

Add new

	Treatment number	Waiting List	Termination
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A new window will pop up with the possibility to enter waiting list data

The screenshot shows a software window titled "Recipient treatment" with a "Back Save Cancel" button in the top right. The "Generic data" section contains the following fields: Scandia Number (188), Surname (Surname:), Waiting list type (KI: Kidney), Date of entry (10-Mar-2015), Urgency (dropdown), Date of first urgency (empty), Transplant center (HE: Helsinki), Treatment center (dropdown), Immunization (NI: Non immunized), Date of last change of Immunization (23-Dec-2014), STAMP Sign Up (empty), and STAMP Status (empty). Below this is a tabbed interface with "Specific data" selected, containing a "Diagnosis at entry" dropdown and a "Kidney Waitinglist" section with fields for Waiting For Kidney Number (2), Local Urgency Code (dropdown), Special Preferences (dropdown), Other special requirements (text area), Dialysis at entry (dropdown), and Start of dialysis (calendar icon).

Only specification of waiting list type is mandatory.
'Date of entry' is automatically filled in and is the date the waiting list record was created (first registration on the actual waiting list record).

5.3. On waiting list (active/on hold)

To activate the patient on the waiting list select an urgency status from list of value. When data is saved the recipient is on the waiting list (active/on hold).

This screenshot is identical to the one above, but with a red rectangular highlight around the "Urgency" dropdown menu, which is now set to "T: Transplantable", and the "Date of first urgency" field, which is now filled with "10-Mar-2015".

'Date of first urgency' is the date when the recipient entered the waiting list.

5.4. Withdrawal from waiting list

To withdraw a recipient from the waiting list, select the tab Termination, followed by a 'Termination cause'.

The screenshot shows the 'Recipient treatment' form with the 'Termination' tab selected. The 'Termination Cause' dropdown is highlighted with a red box and a red arrow pointing to it. The dropdown menu is open, showing three options: 'CDT: Transplantation - cadaveric donor', 'LDT: Transplantation - living donor', and 'PW: Permanent withdrawal for other reason'.

An example of a permanent withdrawal

The screenshot shows the 'Recipient treatment' form with the 'Termination' tab selected. The 'Termination Cause' dropdown is set to 'PW: Permanent withdrawal for other reason' and the 'Termination Date' is '10-Mar-2015'. Below this, the 'Recipient Withdrawn' section is visible, with 'Withdrawal Cause' set to 'CI: Improved condition' and 'Withdrawal Date' set to '01-Mar-2015'.

If you withdraw a recipient as living or deceased donor transplanted a shortcut to the transplantation registration will appear in the bottom. Click on the line and you will be transferred to the transplantation registration screen.

The screenshot shows the 'Recipient treatment' form with the 'Termination' tab selected. The 'Termination Cause' dropdown is set to 'CDT: Transplantation - deceased donor' and the 'Termination Date' is '04-Sep-2015'. Below this, a table titled 'Transplantation (deceased donor)' is visible. The table has columns for Organ type, Donornumber, Person number, Donor name, Country, Procuring center, Tx. center, and Date of transplanta... The first row is highlighted with a red arrow pointing to it.

Organ type	Donornumber	Person number	Donor name	Country	Procuring center	Tx. center	Date of transplanta...
→ KI: Kidney							

If the recipient has died on the waiting list, withdrawal from the waiting list is done when death registration is done as described in the next section.

6. Death register

To death register a recipient off/on/on hold from the waiting list chose the tab 'Death' and fill in the information.

Recipient information Back Save Cancel

Scandia Number: Nationality: N: Norway

Date of Birth: Person Number: Sex: F: Female

Surname:

First Name:

Transplantation History: (0)KI; LI; PA; IT; HE; LU;

Survival Status: DEAD 03-MAR-2015 after waiting list termination

Waiting list status: Waiting list type: KI: Kidney Urgency:

First regist.: OPSI 09-Mar-2015 Latest regist.: IDW 10-Mar-2015

Basic info Clinical data Address/Phone Waiting List HLA Typing Antibody Screen Test Acceptable Antibodies Previous Mismatches **Death**

Recipient Death

Treatment number: 1 Treatment type: KI

Cause of Death: 14: Other causes of cardiac failure Status: T: Dead after waiting list termination

Date of Death: 03-Mar-2015