ECDMS Platform

User’s guide

USER ACCESS

1. check mark: Data upload by the administrator: create, review, edit, delete, approve forms

2. check mark : Local medical supervision and approval: review, edit, approve forms

3. check mark: Approval by leading clinical research administrator, verification: review, edit, approve forms

4. check mark: Approval and verification by Registry leader/Principal Investigator: review, edit, approve forms

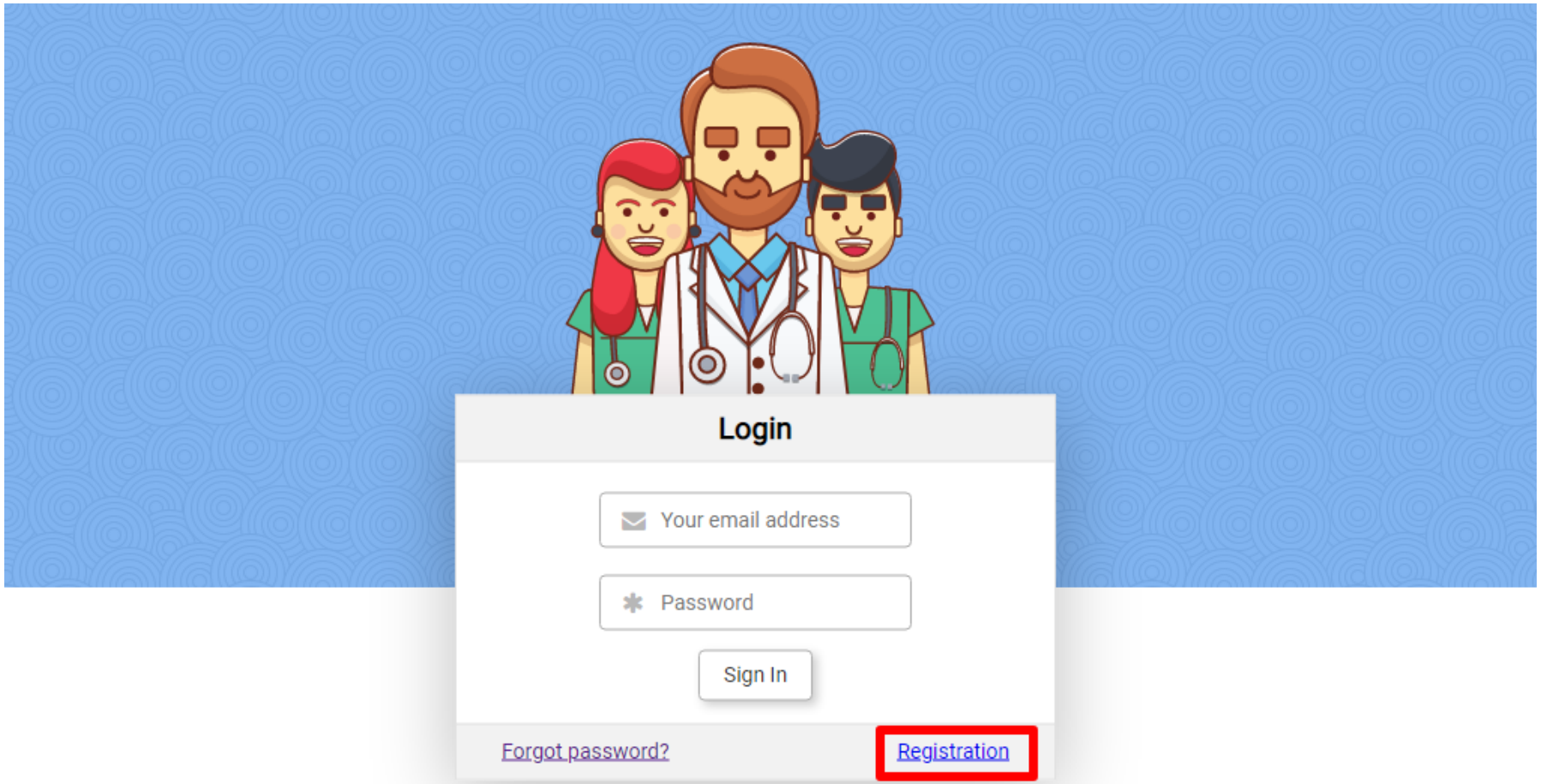
Institute biobank access: review, create, edit, delete samples and attach them to forms of the given Institute

Központi biobanki jogosultság: review, create, edit, delete samples and attach them to forms of the Centre

Patient personal information only can be seen by the users with 1. and 2. check mark.

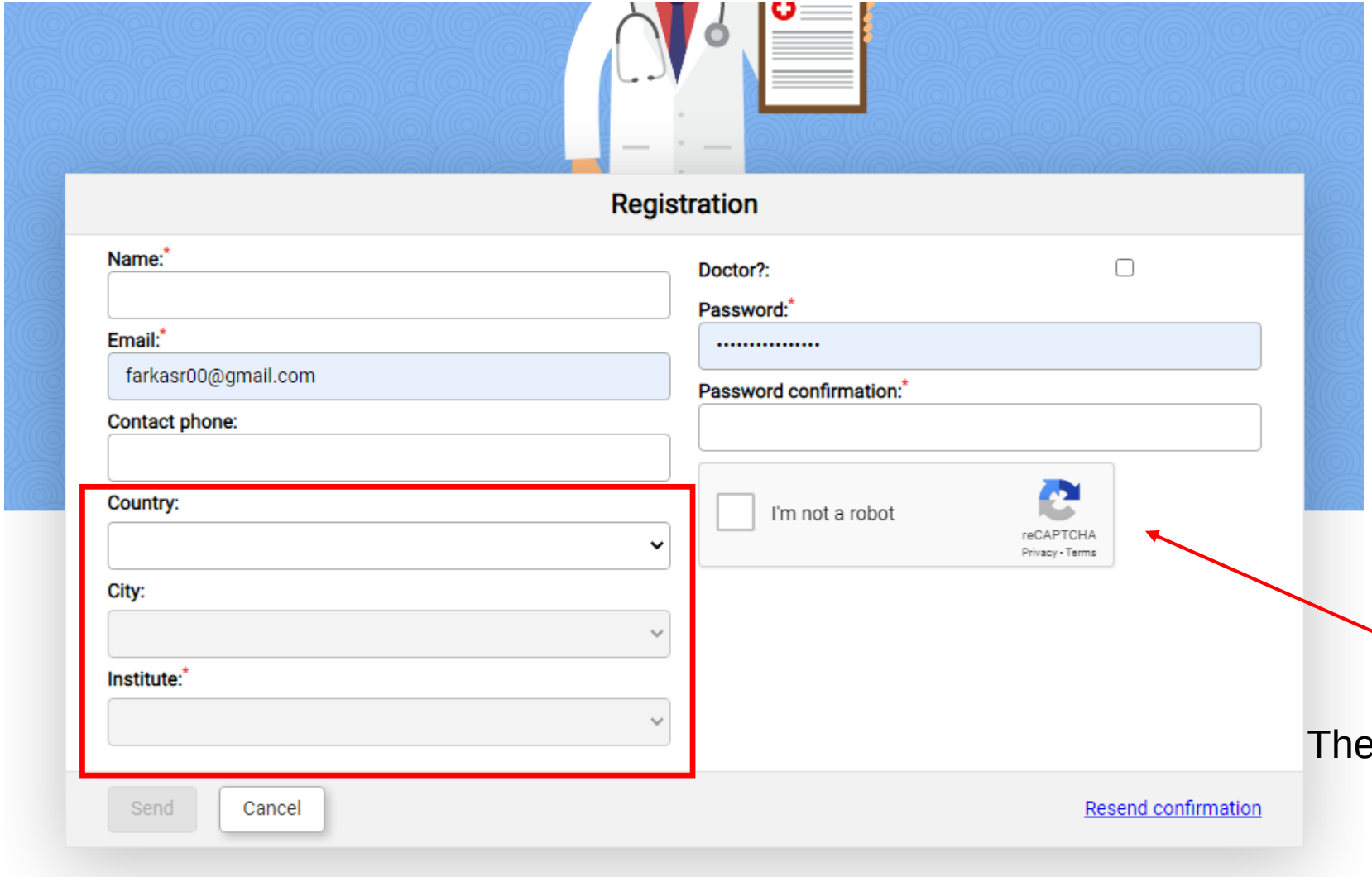
REGISTRATION I.

https://registry.tm-centre.org/login



REGISTRATION II.

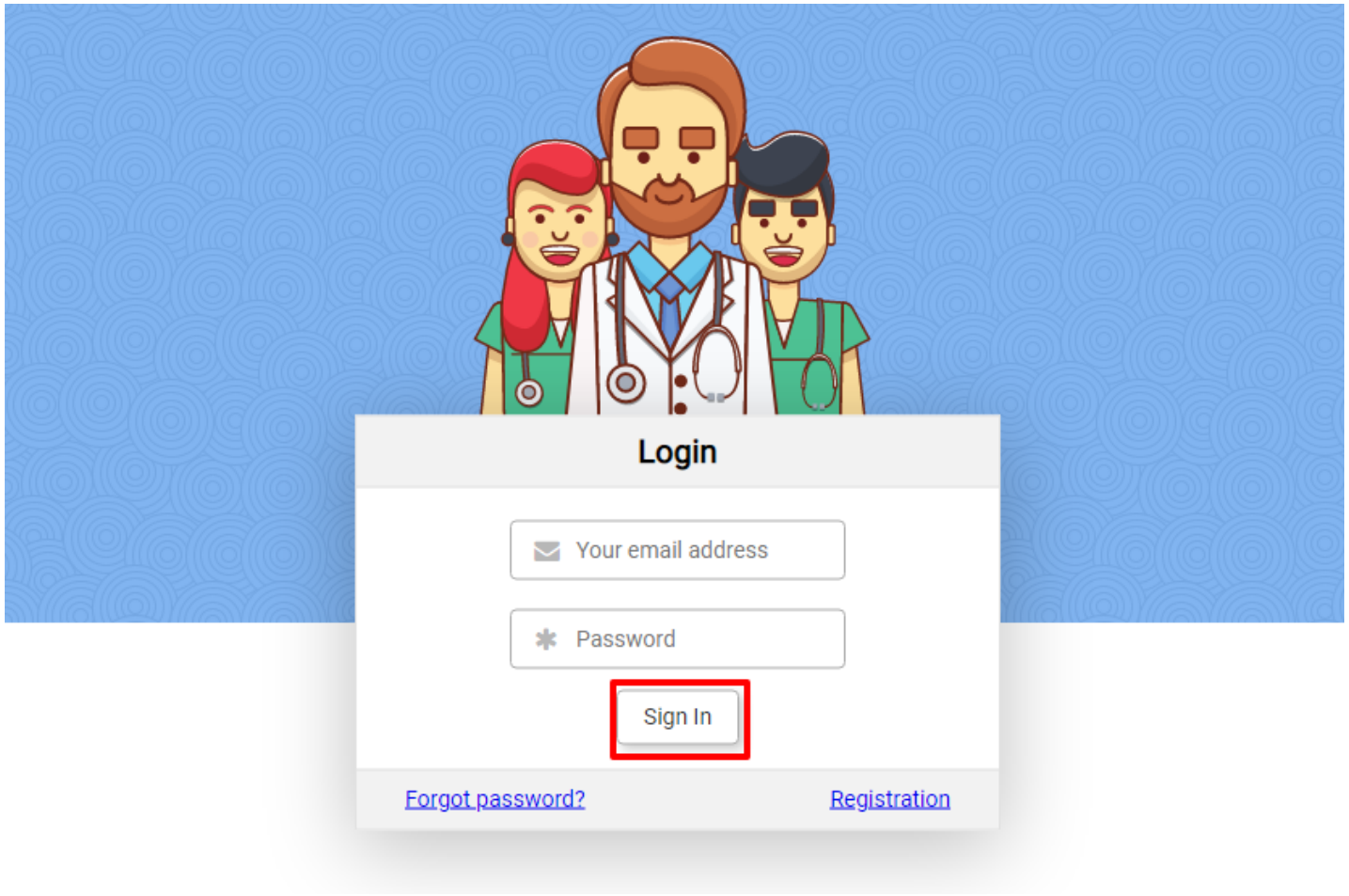
Fill out the Country, City, Institution fields, if you see the corresponding option in the list



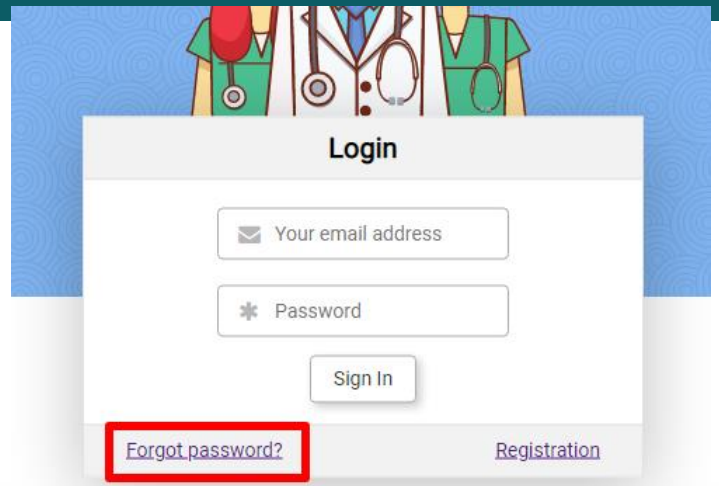
The rest is personal information

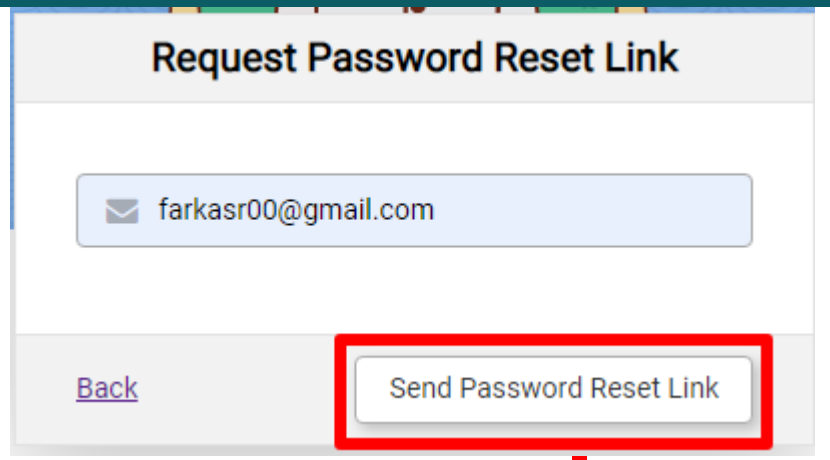
LOGIN

Login is possible after you have recieved a verification email



FORGOT PASSWORD?





ECDMS jelszó módosítás kezdeményezés

ECDMS registry <registry@tm-centre.org>
címzett: én

9:15 (4 perce)

Tisztelt Farkas Richárd!

Ön nemrégiben kezdeményezte jelszavának cseréjét az ECDMS webalkalmazásban A folyamat befejezéséhez kattintson az alábbi linkre.

Új jelszó megadása

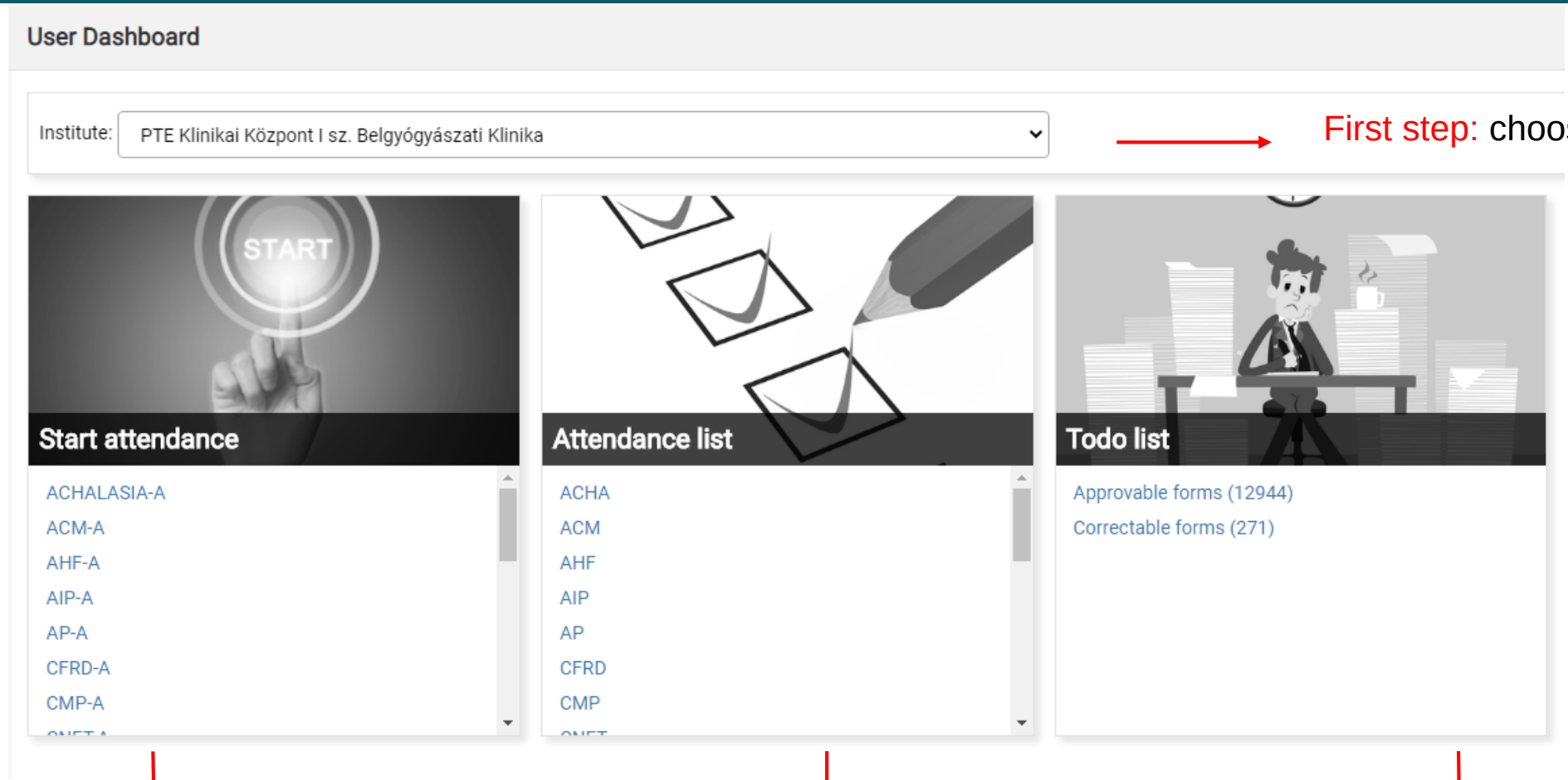
Ha nem Ön kezdeményezte a jelszó cseréjét, akkor valószínűleg egy másik felhasználó adta meg véletlenül az Ön email címét és az Ön felhasználói adatai továbbra is biztonságban vannak. Ha úgy gondolja, hogy jogosulatlan személy fért hozzá a felhasználói fiókjához, akkor jelszavának cseréjét az alábbi linken kezdeményezheti.

Jelszó helyreállítás

ECDMS Support registry@tm-centre.org

Válasz Továbbítás

USER DASHBOARD



First step: choose your institue

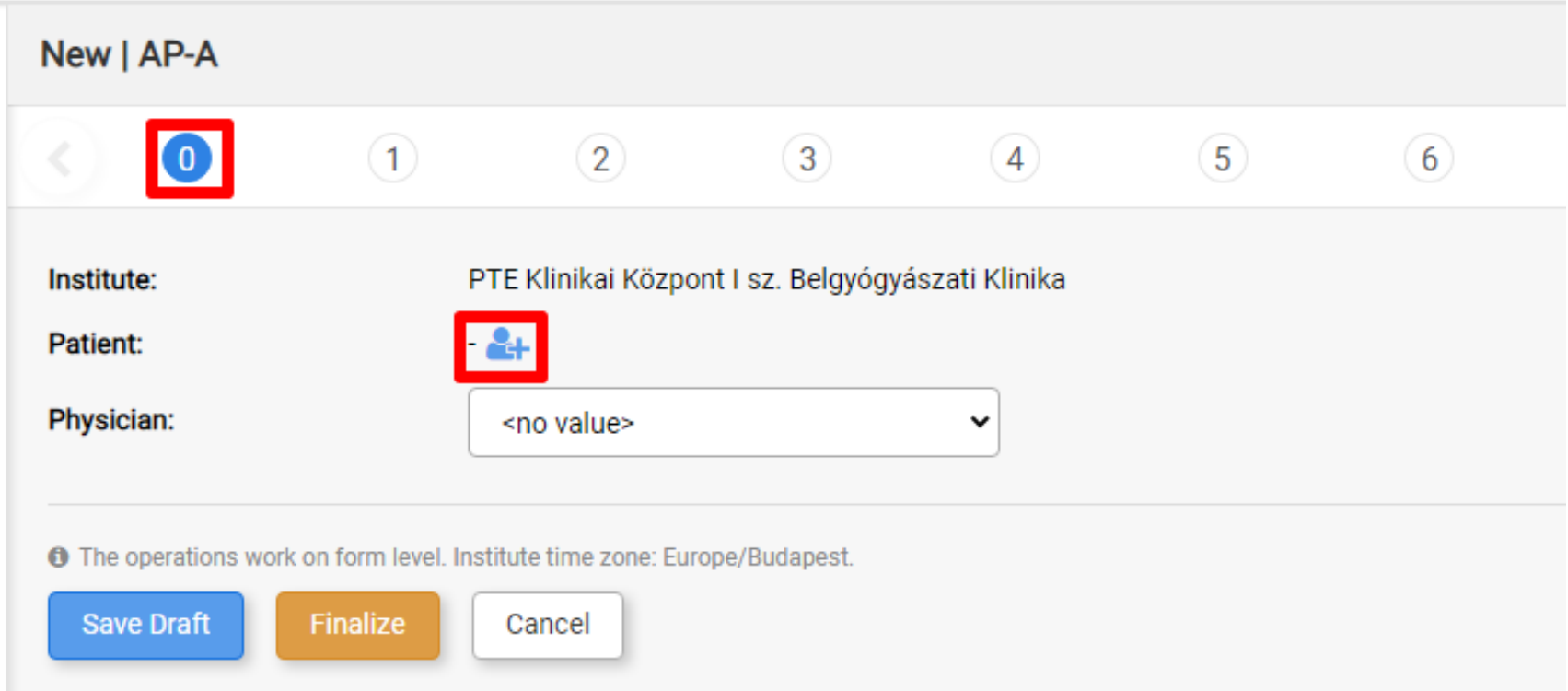
Click on the name of registry to start a new upload.

Previously uploaded forms

Forms to approve and correct

PATIENT DATA UPLOAD I.

Section 0: Record patient's personal data



PATIENT DATA UPLOAD II.

Select patient

Insurance number

Insurance number	Internal patient number	Date of birth	Gender
[redacted]	119210220-HU-00002968	[redacted]	[redacted]
[redacted]	119281022-HU-00006491	[redacted]	[redacted]
[redacted]	119300511-HU-00001324	[redacted]	[redacted]
[redacted]	119301204-HU-00001704	[redacted]	[redacted]
[redacted]	119310428-HU-00002123	[redacted]	[redacted]
[redacted]	119310911-HU-00002547	[redacted]	[redacted]
[redacted]	119311112-HU-00001342	[redacted]	[redacted]
[redacted]	119320309-HU-00005187	[redacted]	[redacted]
[redacted]	119320701-HU-00005188	[redacted]	[redacted]
[redacted]	119320710-HU-00001980	[redacted]	[redacted]

|< ... < 1 2 3 4 5 > ... >|

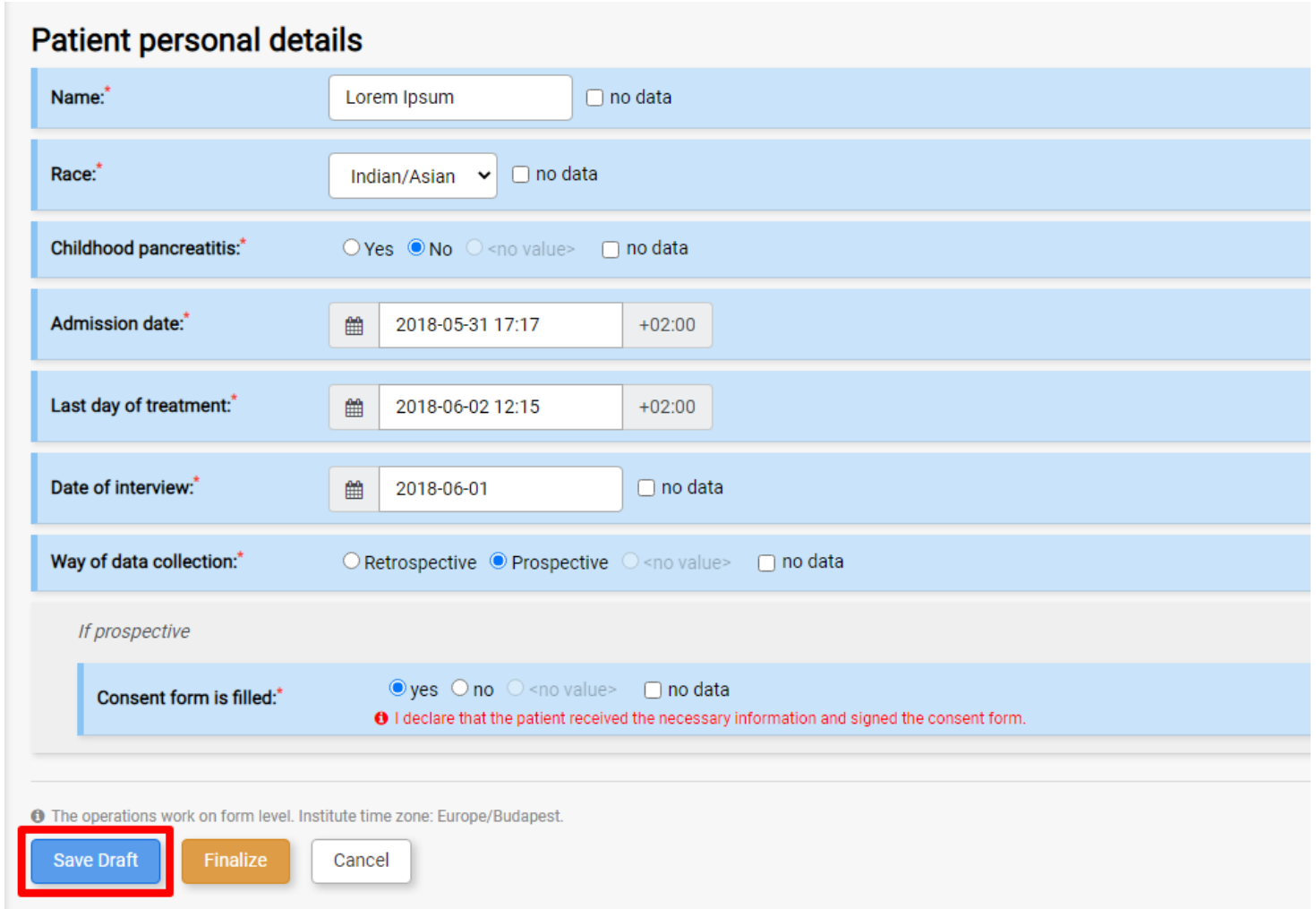
0 selected

Select highlighted patient

+ Add new patient

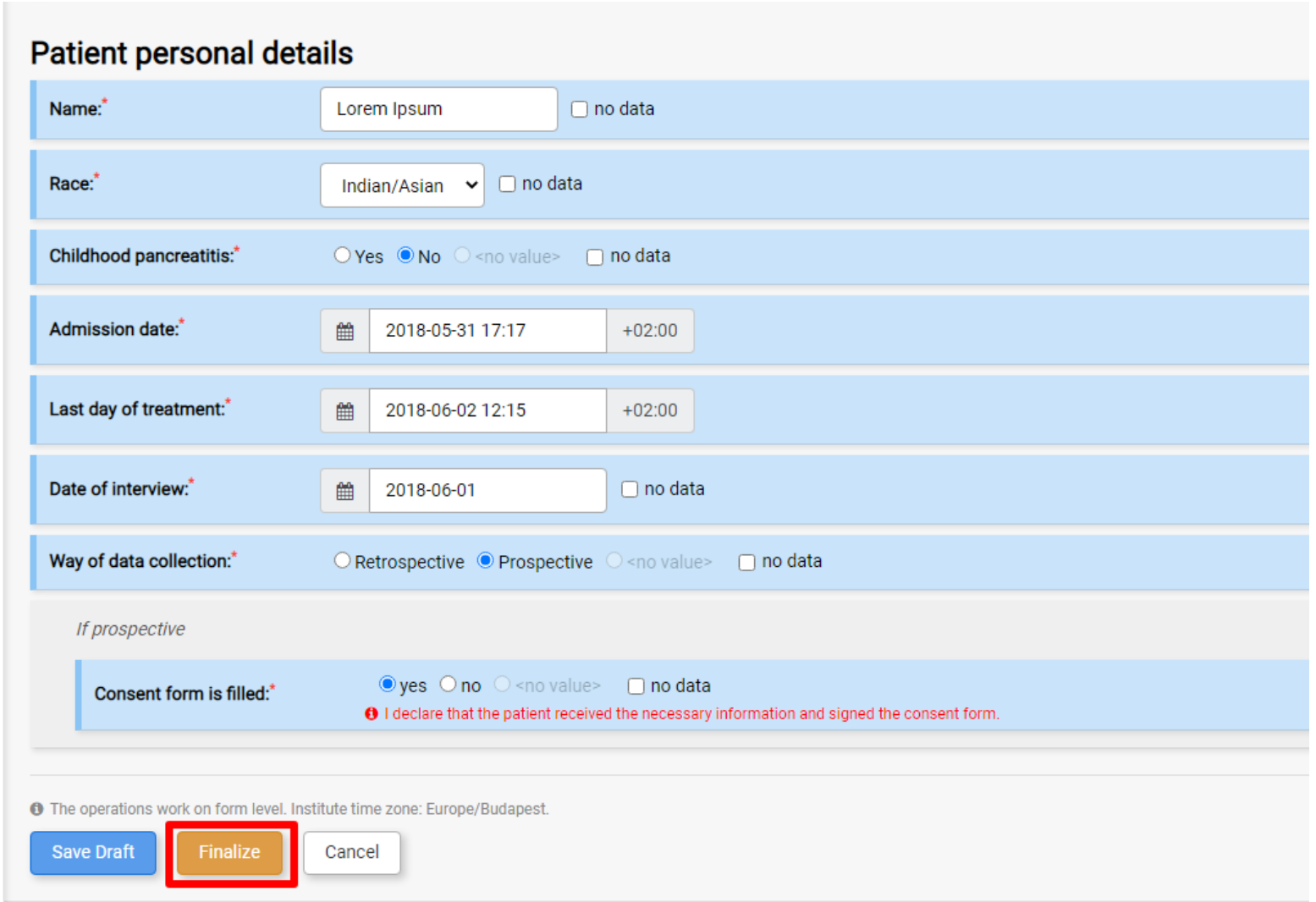
SAVE AS DRAFT

Fill out all the sections and save the form as draft. You can still edit the draft if needed.



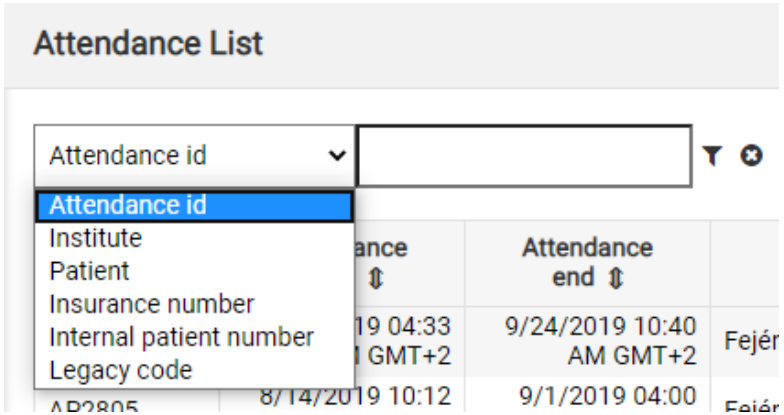
FINALIZE THE FORM

If no further editing is needed, finalize the form. After that you can't edit it.



SEARCH ATTENDANCES

You can filter the list according to:



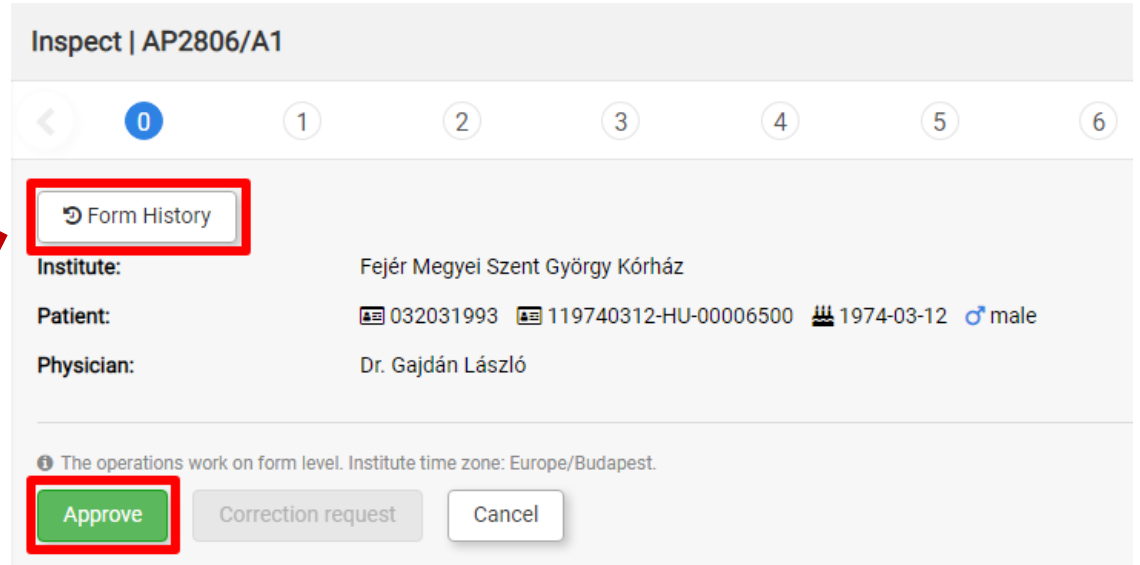
Attendance List

Attendance id

Page: 100

Attendance id ▲	Attendance start	Attendance end	Institute	Patient	Insurance number	Internal patient number	Inpatient days	Legacy code	Attendance completion
AP2806	9/20/2019 04:33 PM GMT+2	9/24/2019 10:40 AM GMT+2	Fejér Megyei Szent György Kórház			119740312-HU-00006500	B: 4		50%
AP2805	8/14/2019 10:12 AM GMT+2	9/1/2019 04:00 PM GMT+2	Fejér Megyei Szent György Kórház			119720809-HU-00006494	B: 18		60%
AP2804	1/11/2020 12:24 PM GMT+1	1/15/2020 12:00 PM GMT+1	SZTE ÁOK I. sz. Belgyógyászati Klinika			119700312-HU-00005042	-		
AP2803	6/23/2020 06:56 AM GMT+2	6/29/2020 05:06 PM GMT+2	Fejér Megyei Szent György Kórház			119661223-HU-00001162	-		
AP2802	6/22/2020 04:01 PM GMT+2	6/29/2020 10:48 AM GMT+2	Fejér Megyei Szent György Kórház			119750918-HU-00006485	B: 2		
AP2801	6/22/2020 09:21 AM GMT+2	6/29/2020 09:00 AM GMT+2	PTE Klinikai Központ I sz. Belgyógyászati Klinika			119470421-HU-00005593	B: 3		
AP2800	1/25/2020 11:22 PM GMT+1	2/12/2020 01:00 PM GMT+1	SZTE ÁOK I. sz. Belgyógyászati Klinika			119700813-HU-00006467	B: 2		
AP2799	6/21/2019 05:46 PM GMT+2	6/23/2019 11:10 AM GMT+2	Fejér Megyei Szent György Kórház			119701015-HU-00006470	B: 2		67%

FORM HISTORY AND APPROVAL



You can check the previous corrections

Form History

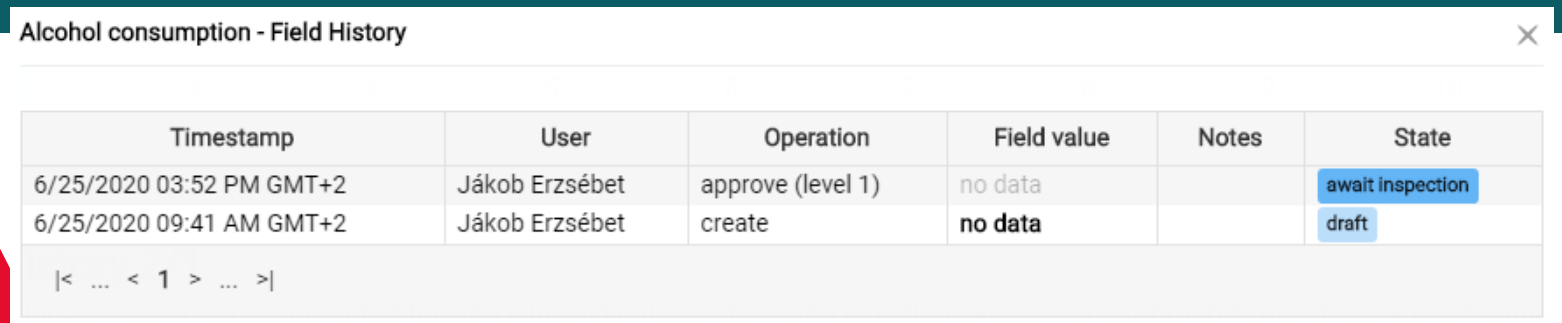
Timestamp	User	Operation	State	Approvals
6/25/2020 03:52 PM GMT+2	Jákob Erzsébet	approve (level 1)	await inspection	●○○○
6/25/2020 03:52 PM GMT+2	Jákob Erzsébet	update	await inspection	○○○○
6/25/2020 09:56 AM GMT+2	Jákob Erzsébet	update	draft	○○○○
6/25/2020 09:41 AM GMT+2	Jákob Erzsébet	create	draft	○○○○

|< ... < 1 > ... >|

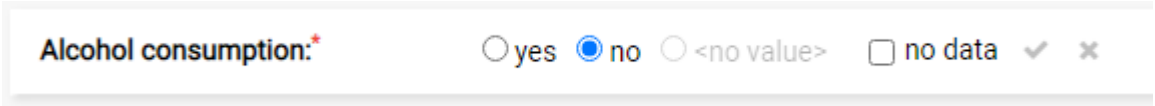
Finish correction

Inpatient day	Form id	State	Approval state
1	AP2799/A1	await inspection	●●○○

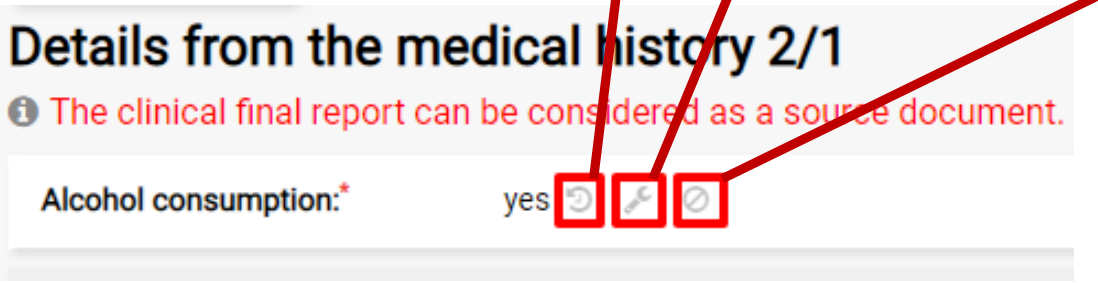
OTHER FUNCTIONS



Cell history



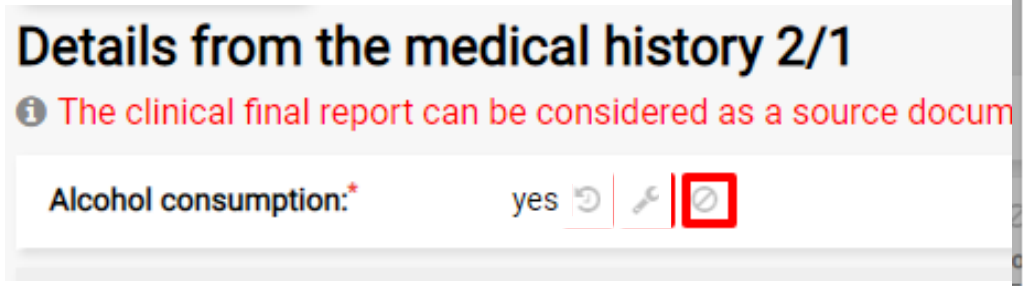
Administrative correction

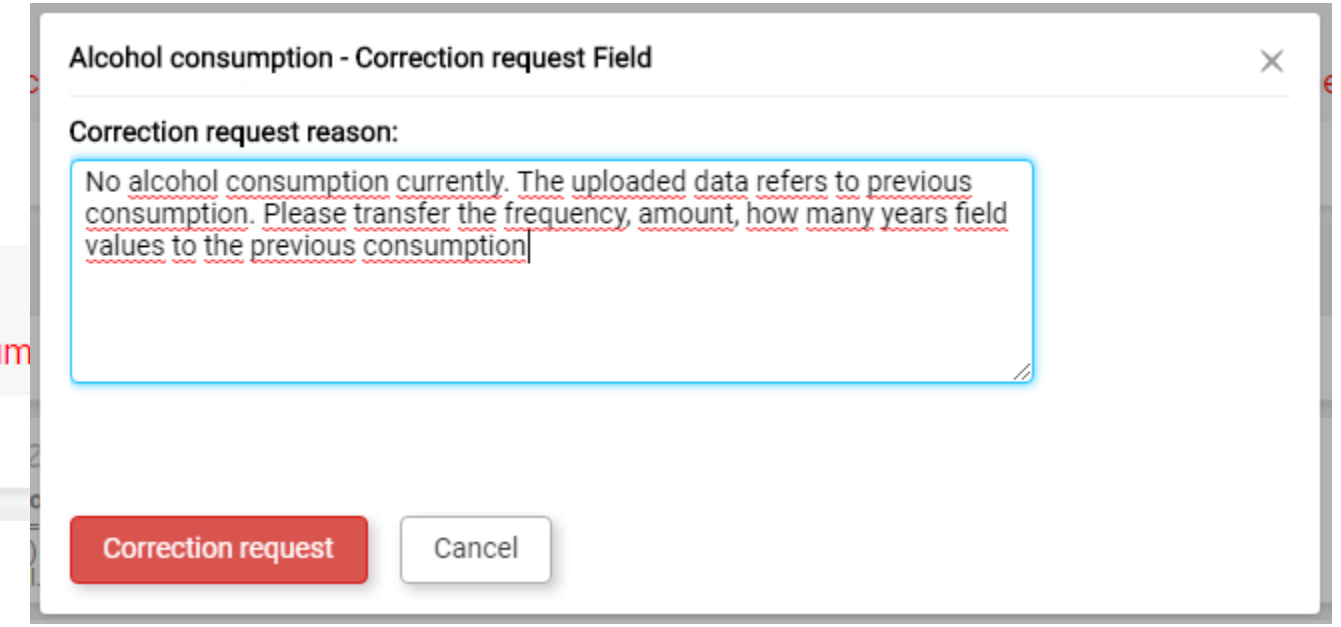


Correction request

EXAMPLE FOR CORRECTION IN DEPENDENT CELLS I.

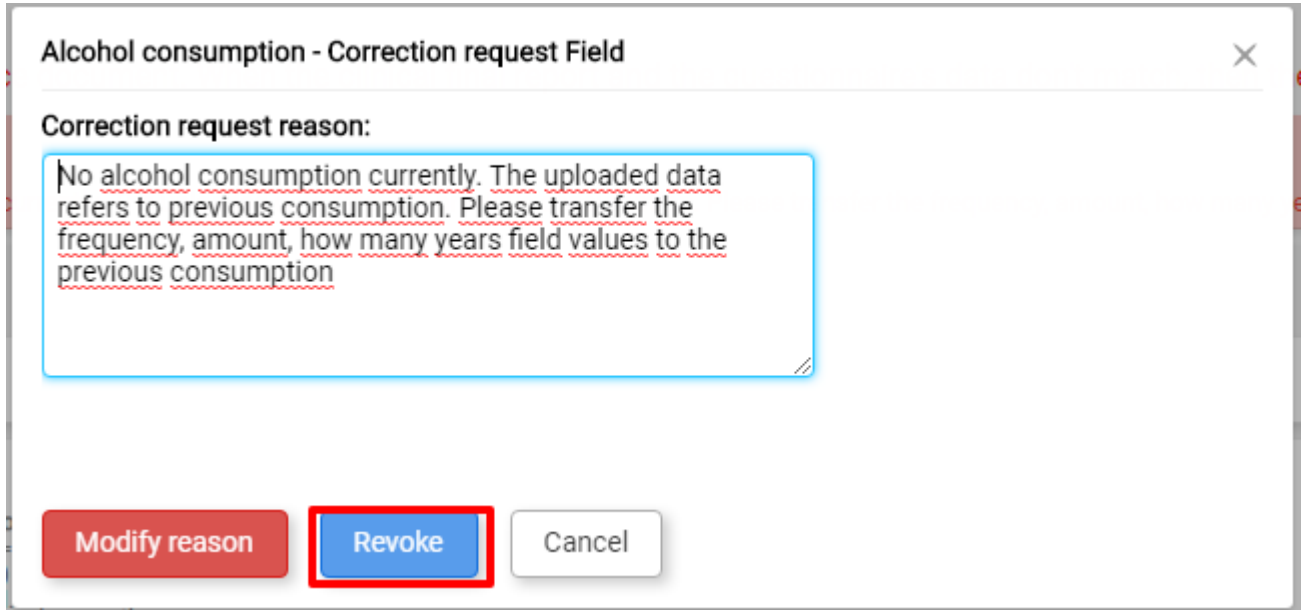
Turns out, the dependent cell for alcohol consumption has been filled out incorrectly.



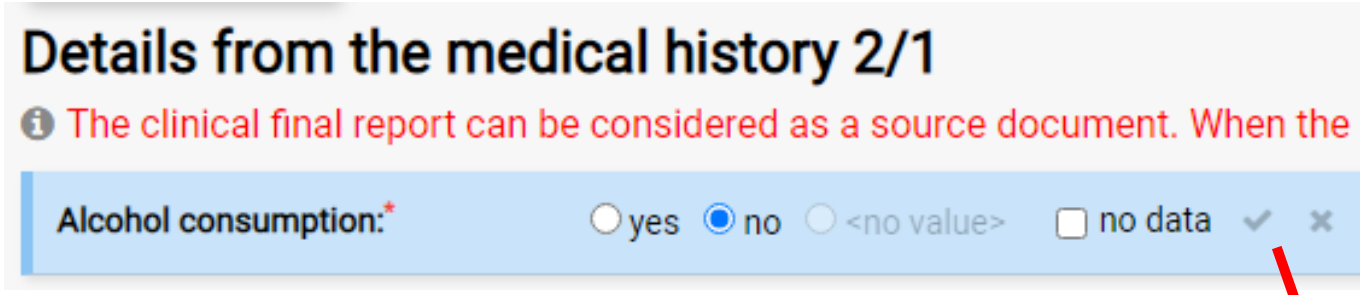


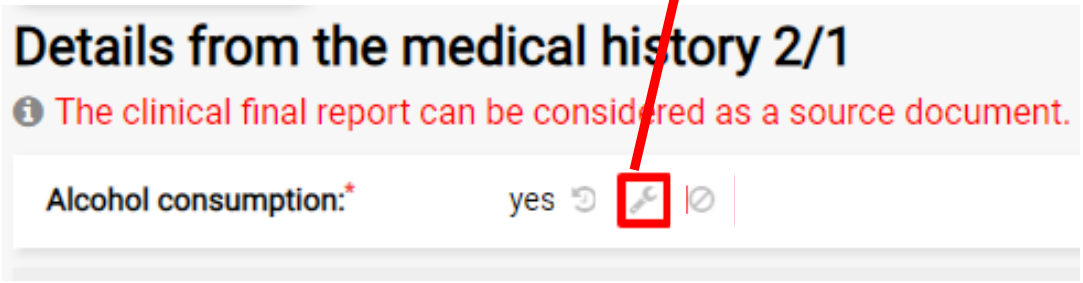
EXAMPLE FOR CORRECTION IN DEPENDENT CELLS II.

You can revoke your correction request anytime



CORRECTION





Finalize the correction

DENIAL OF CORRECTION REQUEST

QUESTION TYPES

Text question

Name:* [ ] no data

Single choice radio button

Alcohol consumption:* ○ yes ○ no ◉ <no value> [ ] no data

Single choice dropdown

Frequency:* <no value> [ ] no data

Automatically calculated, no input possible

Amount (cigarettes / day):* cigarettes / day [ ] no data

How many years ago have you started?:* <no value> [ ] no data

Pack year:

After filling out

Name:* Lorem Ipsum [ ] no data

Alcohol consumption:* ◉ yes ○ no ○ <no value> [ ] no data

Frequency:* occasionally [ ] no data

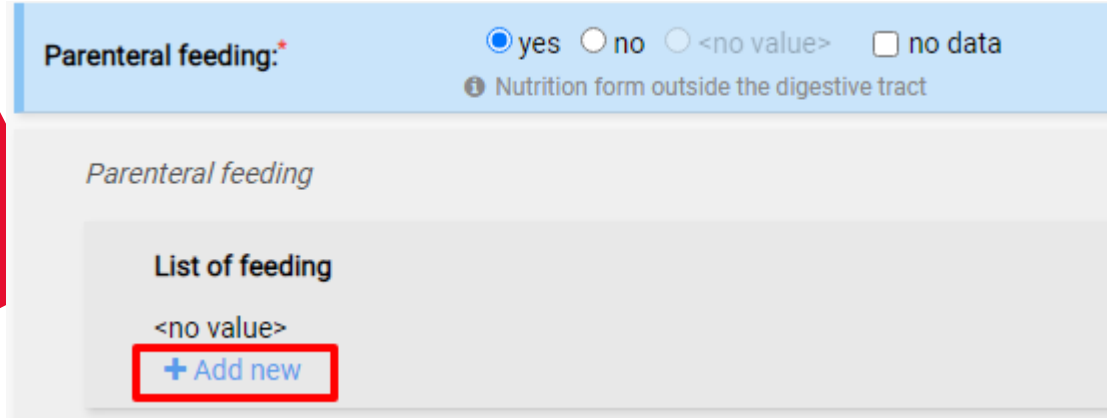
Amount (cigarettes / day):* 8 cigarettes / day [ ] no data

How many years ago have you started?:* 10 [ ] no data

Pack year: 4

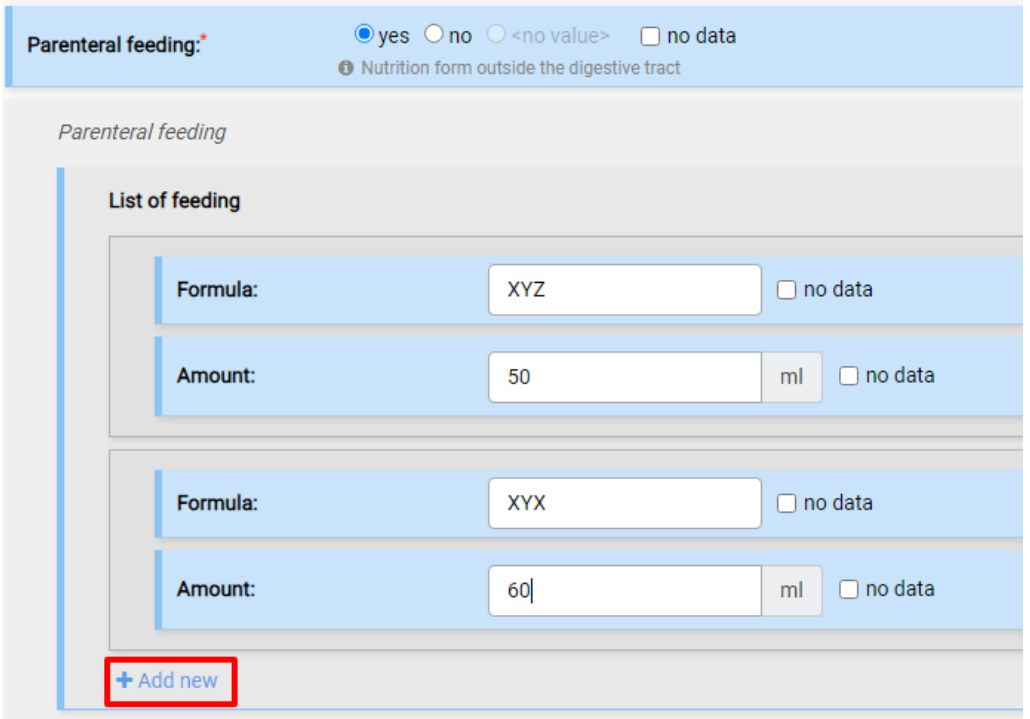
QUESTION TYPES II.

Complex field



With the help of complex fields, it is possible to add multiple values. An infinite number of values can be added by clicking the „Add new” button.

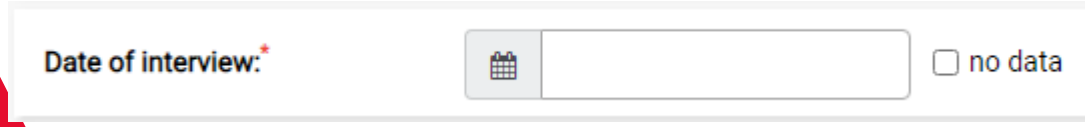
After filling out



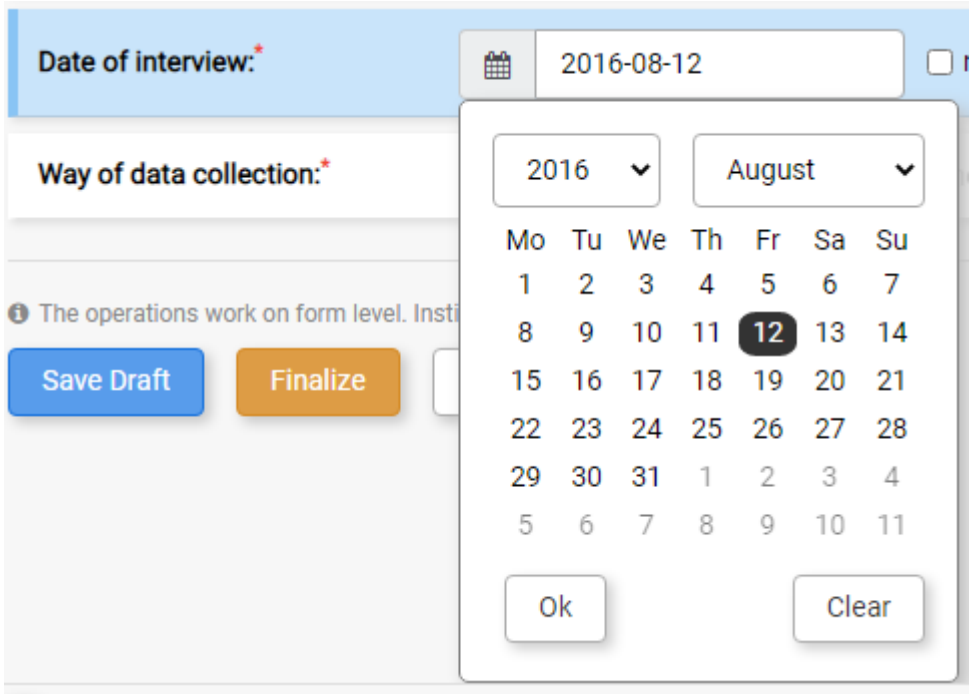
Delete

QUESTION TYPES III.

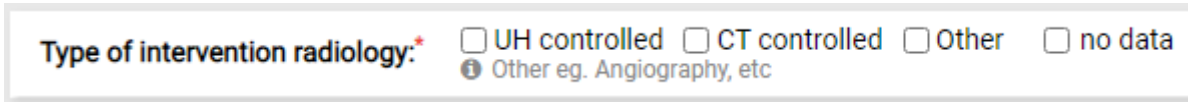
Data entry



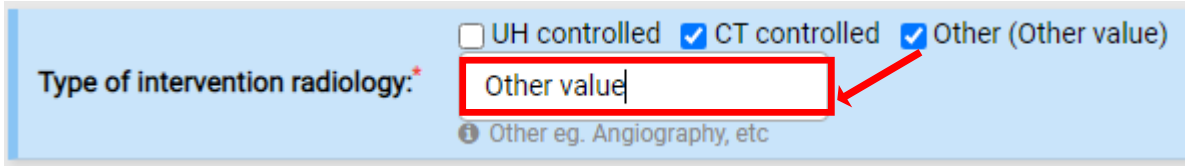
Filling out



Multiple choice with other option

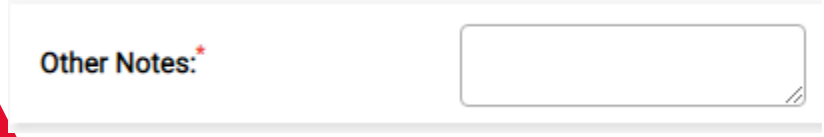


Editable other value

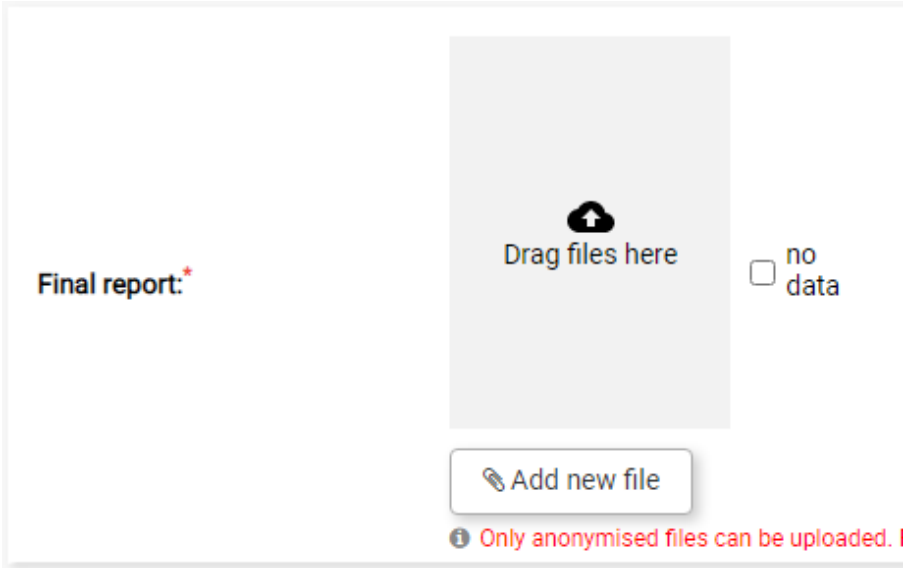


QUESTION TYPES IV.

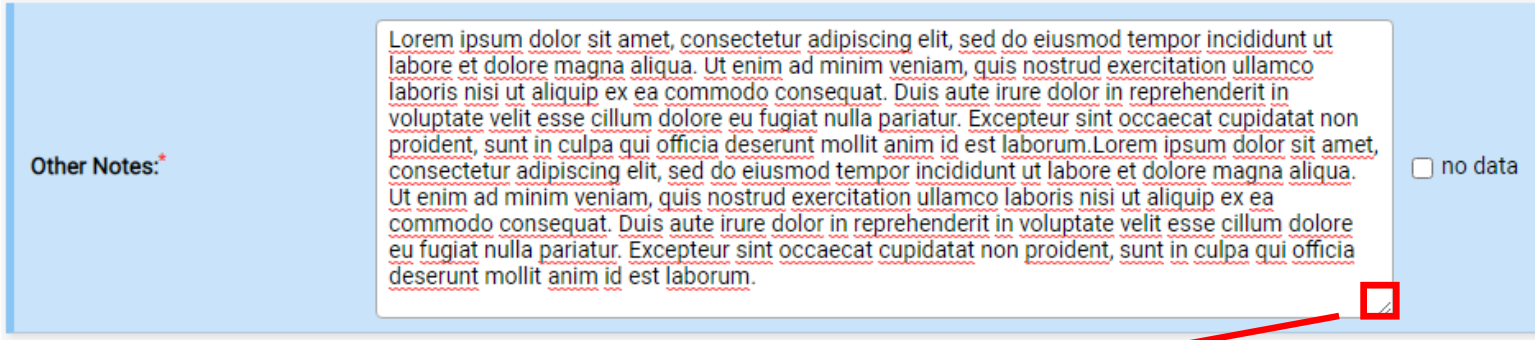
Long answer text



File upload

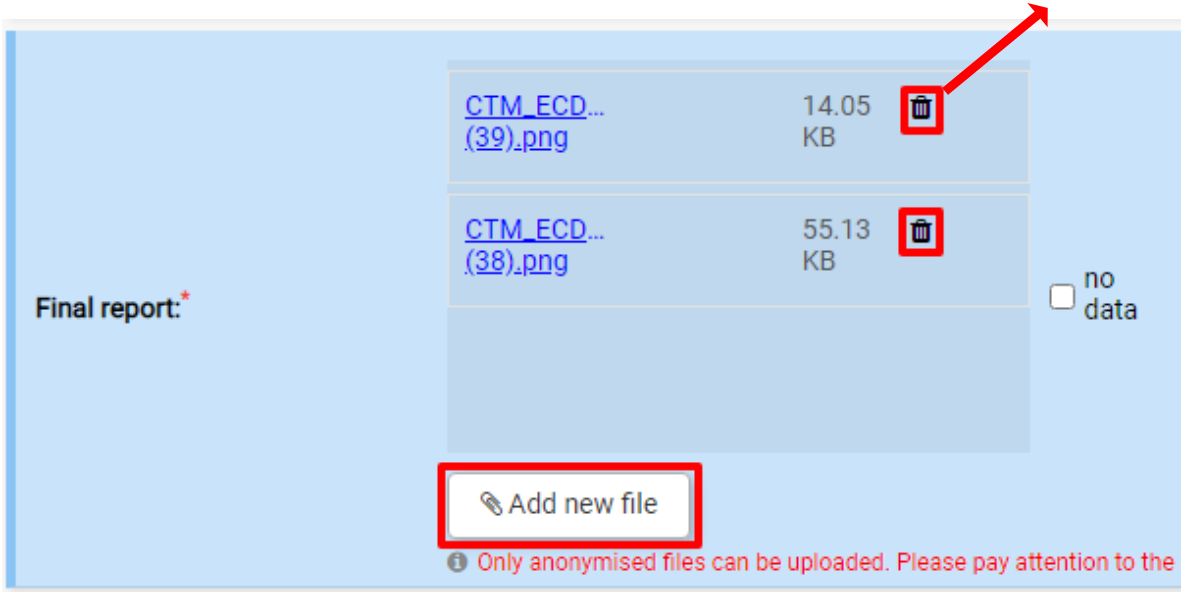


Filling out:



Resizable

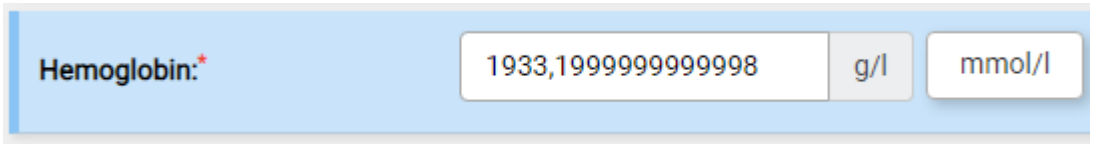
Uploaded files can be deleted by clicking on the delete icon



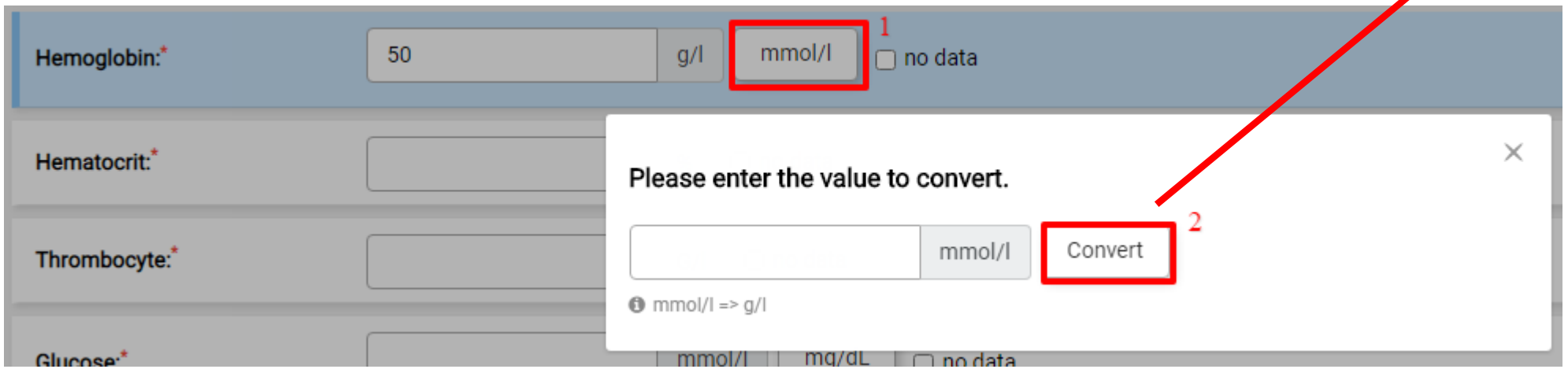
QUESTION TYPES V.

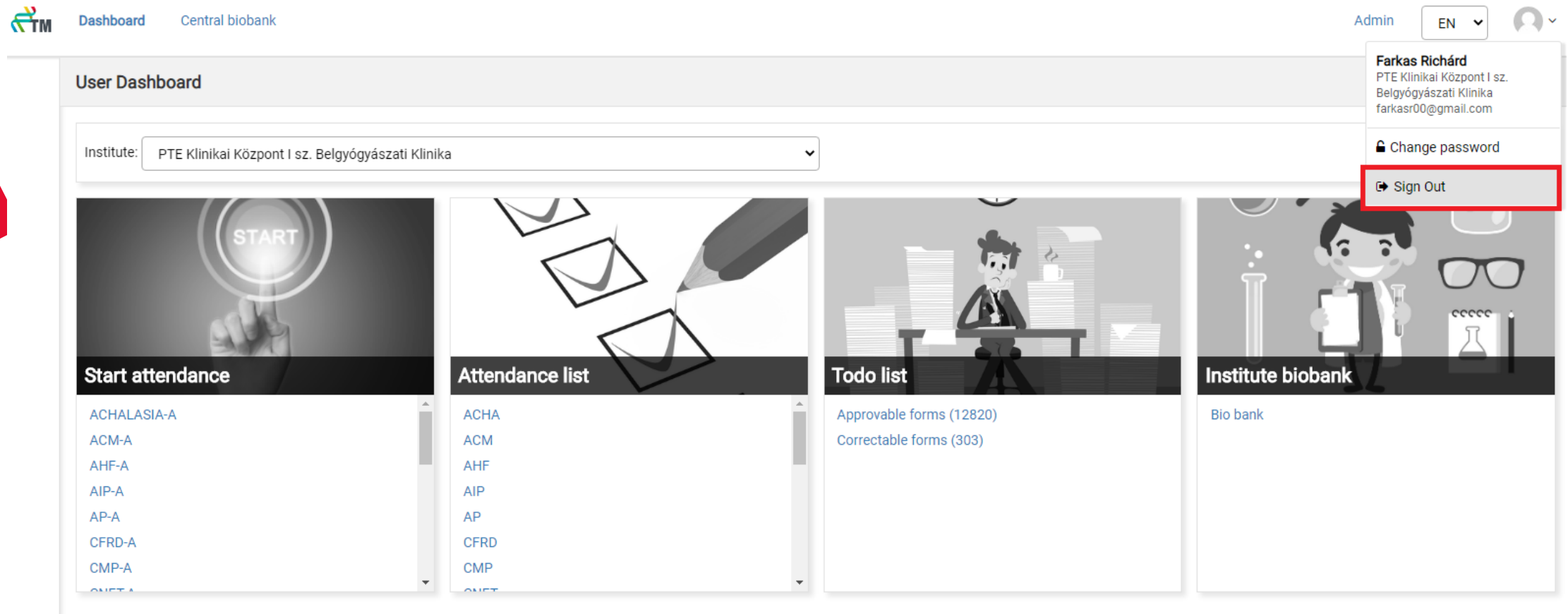
Number with unit conversion

Filling out:



Clicking on the convert button you can convert the value into the default unit. In this case, mmol/l to g/l.



LOG OUT

Remember to always log out when finished