

How to access the online web tool

1. To access the web tool enter the following web address:

https://snap2.snapresearch.org.uk

2. You will see the welcome page below, to enter the site click on 'Login'.

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SNAP-2 Welcome to the S SNAP-2 is the 2m managed by the Outcomes Resear SNAP-2 EpiCCS also aims to exam For more informat	IAP-2 data entry portal. Sprint National Ansesthesia Project, and is also known as the Epidemiology of storial Institute of Academic Anaesthesia - Health Services Research Centre (N former (SOL/EC-0). vill describe the epidemiology of perioperative risk and outcome, and critical can ne whether planned postoperative critical care admission is effective as an inter an about the study including, please contact us at <u>snap2@rcca.ar.uk</u> or visit th	Critical Care provision after Surgery (Ep/CCS). The project is (IAA+ISRC) in conjunction with the UCLUCLH Surgical re referral and admission after inpatient surgery in the UK. It vertion to reduce postoperative morbidity.	
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3. You will be taken to the Terms of Agreement page. Please read through and click on 'I accept to continue.

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4. To login please enter your User name and Password.

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Accessing the Data Entry and Management Screens

- 5. When you login you will be taken to the home screen. From the main menu you can select to enter data into the various SNAP-2 elements:
 - a. Patients: Enter data for the Main EpiCCS study
 - b. Occupancy: Enter data for the Critical Care Occupancy
 - c. Cancellations: Enter data for the number of operations cancelled
 - d. Perceptions: Enter data for the Clinician Perceptions

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6. Patients: Enter data for the Main EpiCCS study

Click on 'Patients' to access the Patient record management screen. You will see the name of your hospital and a list of all the records entered at your hospital site. From this screen you can add a new record by clicking 'Add record' or edit incomplete record.



You will also be able to see how advanced a record is to being complete by looking at the colours on the right hand side.

Each rectangle represents a different section. Each colour represents the current state:

Green – Complete

Orange – Incomplete

Red – Errors

Blue – Not Saved

7. When you click on 'Add record' you will be taken to the data entry screen below and you can begin entering data. The 'Patient' study is divided into 7 sections. To move through the data entry form click on the sections tabs.

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Patient Once the record is still be able to view at snap2@rcoa.ac.u	s complete and sav it. If you need to un <u>k</u>	ed you can lock k. Once the s ock the record for any further of	record is locked you will be u changes please contact SNAP	nable to edit the rec 2 Team on 020 7092	ord further but will 2 1500 or by e-mail
Site: Test hospital.	case id: 381		Com	lete Incomplete	Errors Not saved
1. Demographics	2. Procedure details	3. 4. Preassessment and Immediat Intraoperative Deta details	5. Day 7 Follow up ills	6. Day 60 Follow Up	7. Quality of recovery
Demograph	nics				
1.1. Hospital I	Id / patient label				?
1.2. Patient s	urname				?
1.3. Patient fi	rst name				?
1.4. Date of b	irth	DD/MM/YYYYY			?
1.5. Gender		○ Male ○ Fem	ale		?
1.6. Postcode			Not known		?
1.7. NHS / CH	II / HSC number				?
1.8. Ethnicity		O White (Englis	h/Welsh/Scottish/Northern Ir	ish/British)	?
		O White (Irish)			_
		O White (Gypsy	or Irish Traveller)		
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		O Asian (Bangla	ideshi)		1
		O Asian (Chines	e)		1
		O Asian (Any ot	her Asian background)		
		Other (Arab)			

As you enter data you can save the form by pressing the 'Save' button at the side of the form.

If all the data in that section is complete and saved the tab will turn green.

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	Demograph	ics					
	1.1. Hospital I	d / patient label	123				?
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	1.3. Patient fin	st name	Case				?
	1.4. Date of bi	rth	09/03	1/1968			?
	1.5. Gender		Ma	ale O Female			?
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	1.7. NHS / CH	I / HSC number	436 4	156 5563			?
	1.8. Ethnicity		• wi	hite (English/Welsh/	Scottish/Northern Iri	ish/British)	

If you need to return to the Patient record management screen at any time just click on exit (or save, then exit).

8. Once all the tabs have turned green you are able to lock your data. Click on the 'Lock record' button, this will lock your data and mean that you can view but no longer change the data.

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Demog	raphics	Procedure details	Preassessment and Intraoperative details	Immediate Postop Details	Day 7 Follow up	Day 60 Follow Up	Quality of recovery
Day	50 post	t-operative fol	low up				
6.1.	Did the p surgery?	atient have a planne	d ICU/HDU/PACU/O	R admission on the	day of Ores C	No	?
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6.2.	day of su	rgery?					_
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9. Occupancy: Enter data for the Critical Care Occupancy

Click on Occupancy to access the Occupancy record management screen. You will see the name of your hospital and a list of all the records entered at your hospital site. From this screen you can add new record by clicking 'Add record' or edit incomplete record.

The 'Occupancy' study is made up of 1 section. Once the Tab turns green you can lock the data by clicking on the 'Lock record' button.

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Occupancy		
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Site: Test hospital. critical care unit id: 13		Complete Incomplete Errors Not saved
	сси	
Critical Care Unit		

10. Cancellations: Enter data for the number of operations cancelled

Click on 'Cancellations' to access the Cancellations survey. You will see the name of your hospital and a list of questions to be answered.

IN this section enter data for the number of operations cancelled and reasons behind cancellations on each day of the study. *Only Principal Investigators should be entering data into this tab.*

Sprint National Anaesthesia Project	H S R C alth Services Research Centre	User: jlourtie
Cancellations		
Dince the record is complete and saved you still be able to view it. If you need to unlock the at smap2@rcoa.ac.uk	can lock it. Once the record is locked you will be unable record for any further changes please contact SNAP2 Tea	to edit the record further but will m on 020 7092 1500 or by e-mail
Site: Test hospital.	Complete	Incomplete Errors Not saved
	Cancellations	
Tuesday		
1.1.1. Date	21/02/20	117
1.1.2. Number of cancellations (total)	5	
1.1.3. Number of cancellations in cancer re	elated surgery 2	
1.1.4. Number of cancellations of patients	previously cancelled 2	

11. Perceptions: Enter data for the Clinician Perceptions

Click on 'Perceptions' to access the Clinical Perceptions record management screen. You will see the name of your hospital and a list of all the records entered at your hospital site. From this screen you can add new record by clicking 'Add record' or edit incomplete record.

The 'Occupancy' study is made up of 3 sections. Once all the Tabs turn green you can lock the data by clicking on the 'Lock record' button.

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1.About you	2. Views	3. Risk stratification
How frequently do you utilise the followi	ng risk stratification tools in your periopera	ative practice?

12. On the main menu you can also access your profile by clicking on 'My Profile' button.

Here you can update your details like, Title, Name, email address. You can also see which Hospital site you have access to.



You can also change or update your password by clicking on 'Manage Password'.

The SNAP-2 Helpdesk: E-mail: snap2@rcoa.ac.uk





