TRIC - MAN

REDCap Help document

https://redcaplight.lstmed.ac.uk/

Please refer back to this if necessary

You can also re-watch the webinar for a live run-through:

https://tricnetwork.co.uk/tric-man-1

Starts at 15min 15sec on the video

Version 1.0

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Contents

- Adding a new patient on REDCap
- The different forms for each patient
- Completing a form
- Editing a patient
- Using the dashboard
- Adding the Unit Questionnaire

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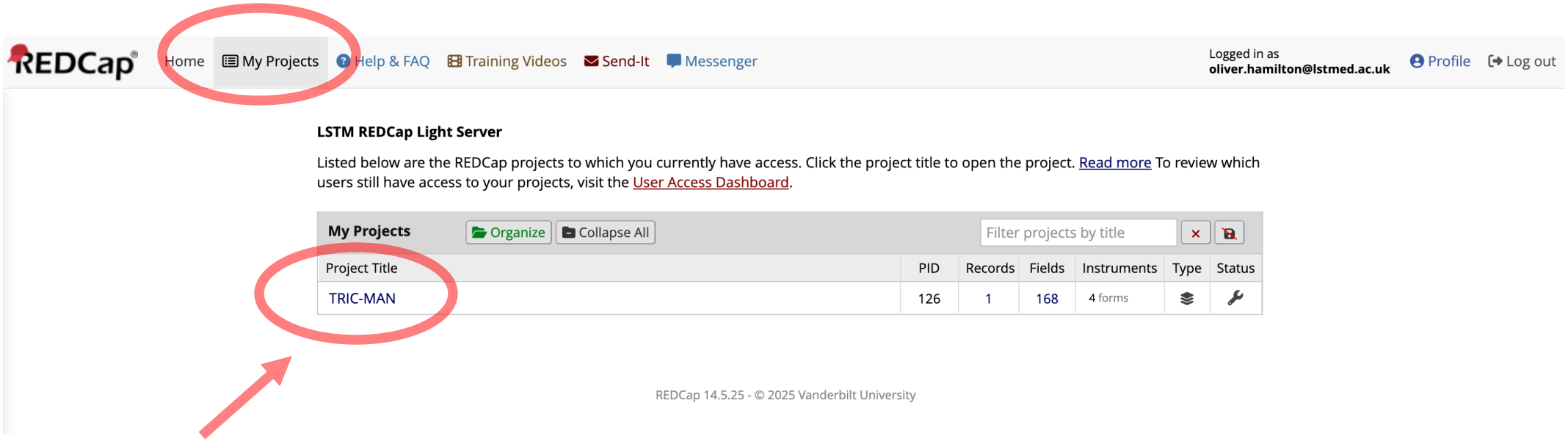

After logging in, start by clicking here on ‘My projects’

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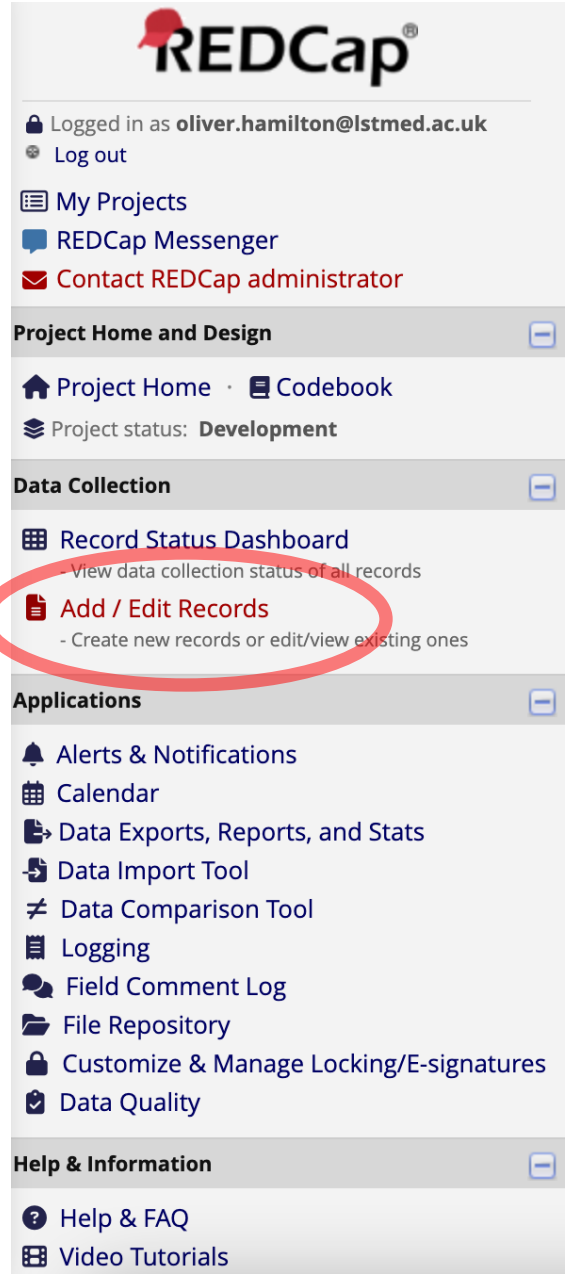
Then click here to get to records



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Adding a new patient

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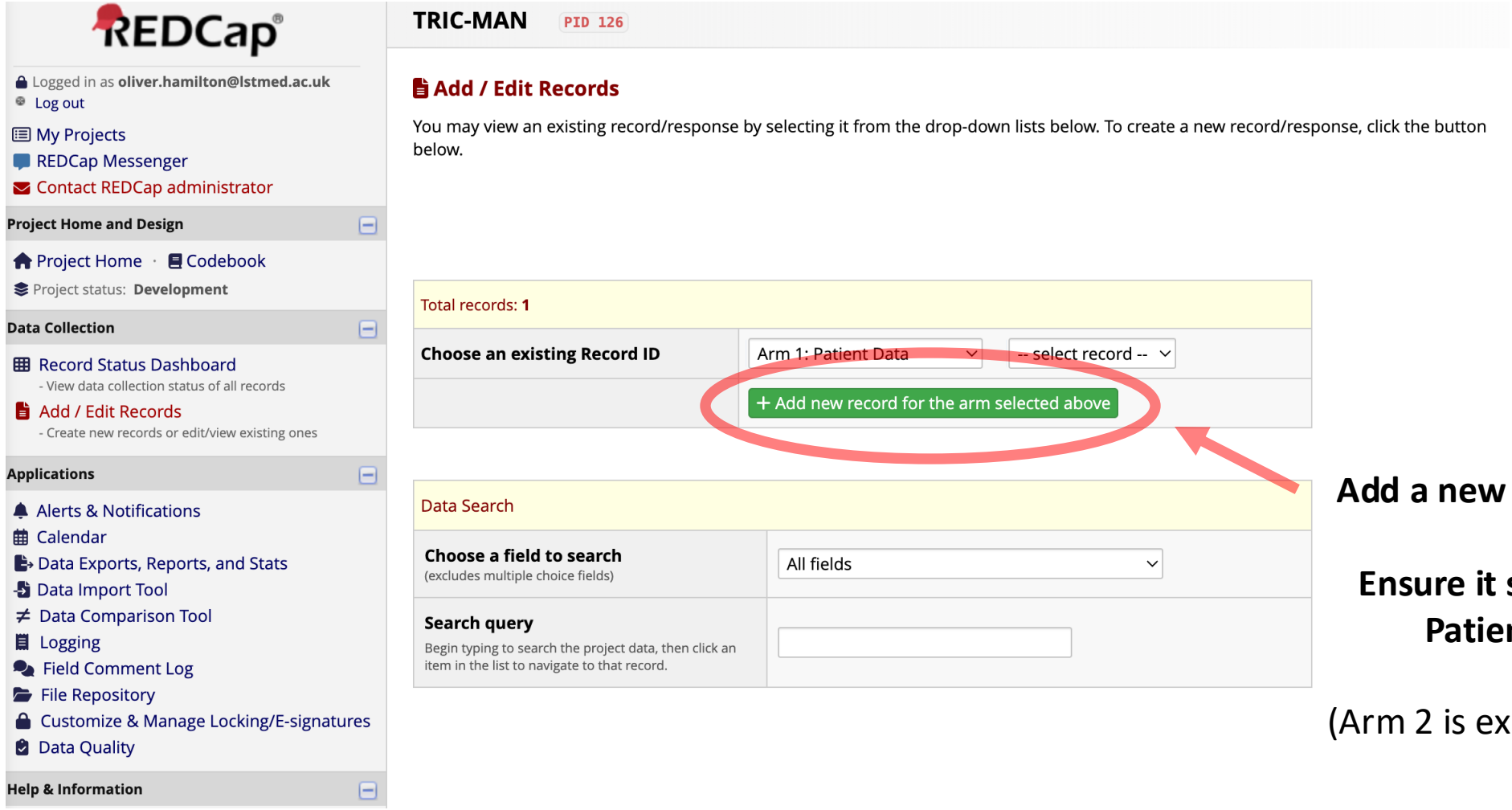

Add a new patient here

Ensure it says Arm 1: Patient Data

(Arm 2 is explained later)

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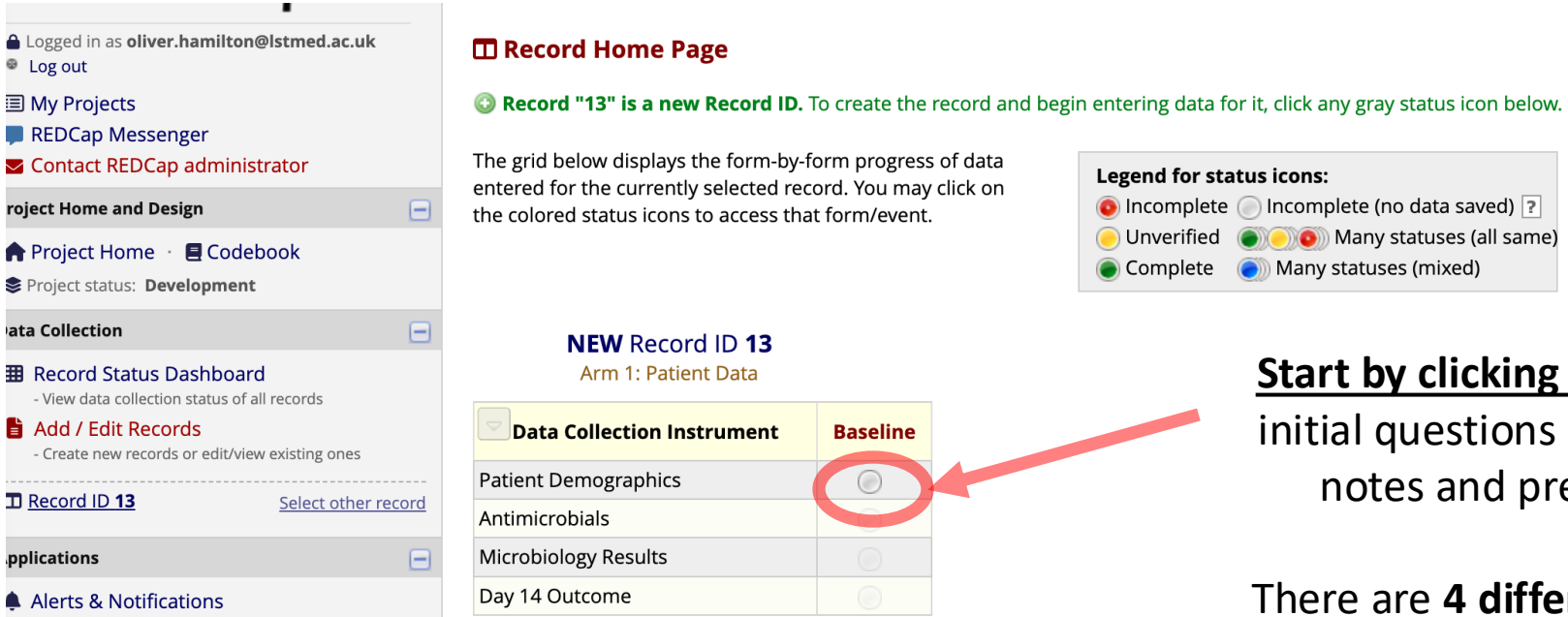

Start by clicking here and fill in the initial questions using the patient's notes and prescription chart

There are **4 different forms**, we will go through them in order.

Not every patient needs every form but they will all need the first one

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The “Patient Demographics” Form

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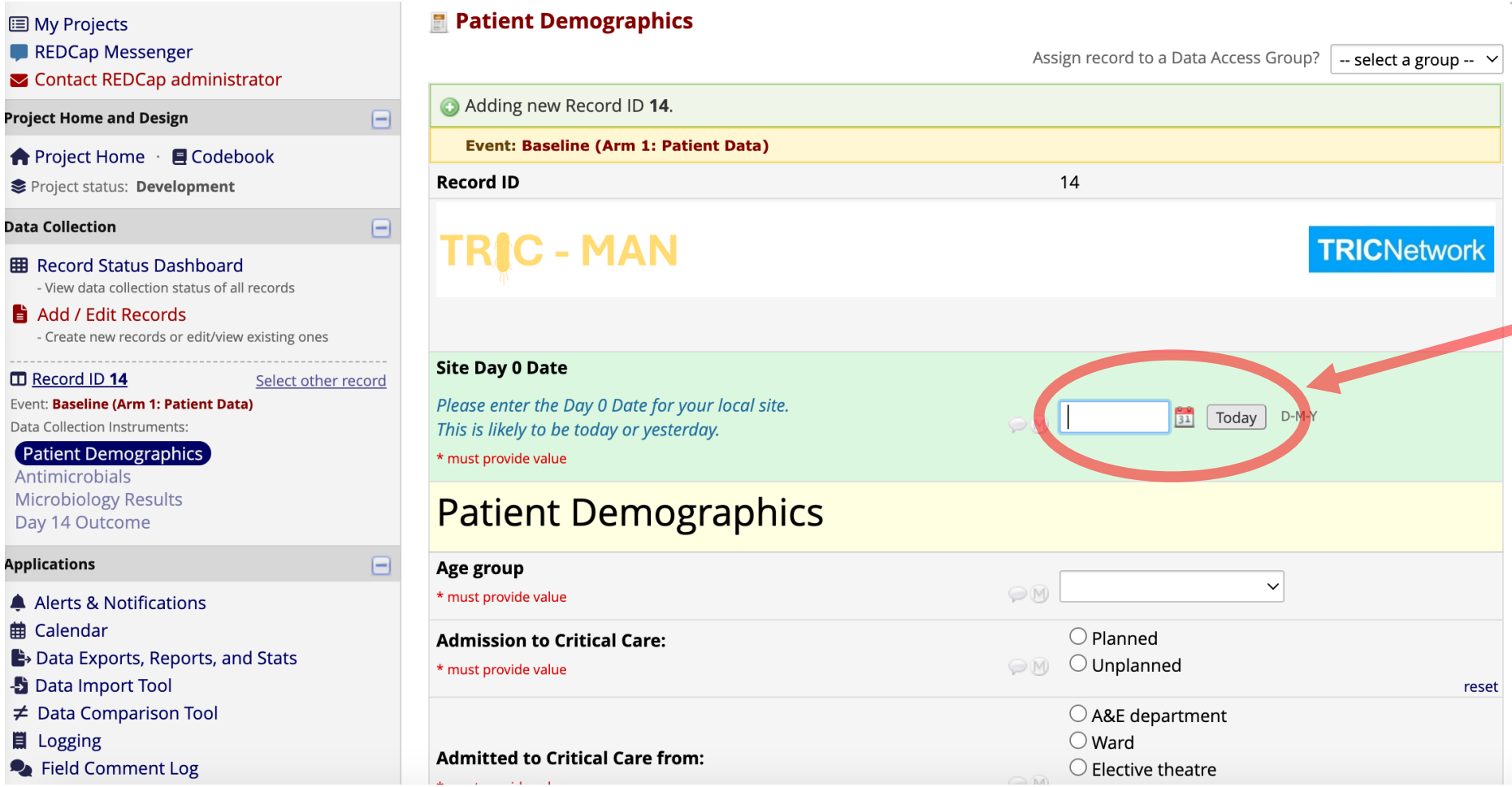

It is important that this date is set to your site's defined "Day 0"

The "Today" button will input today's date

Then complete the other questions using the notes

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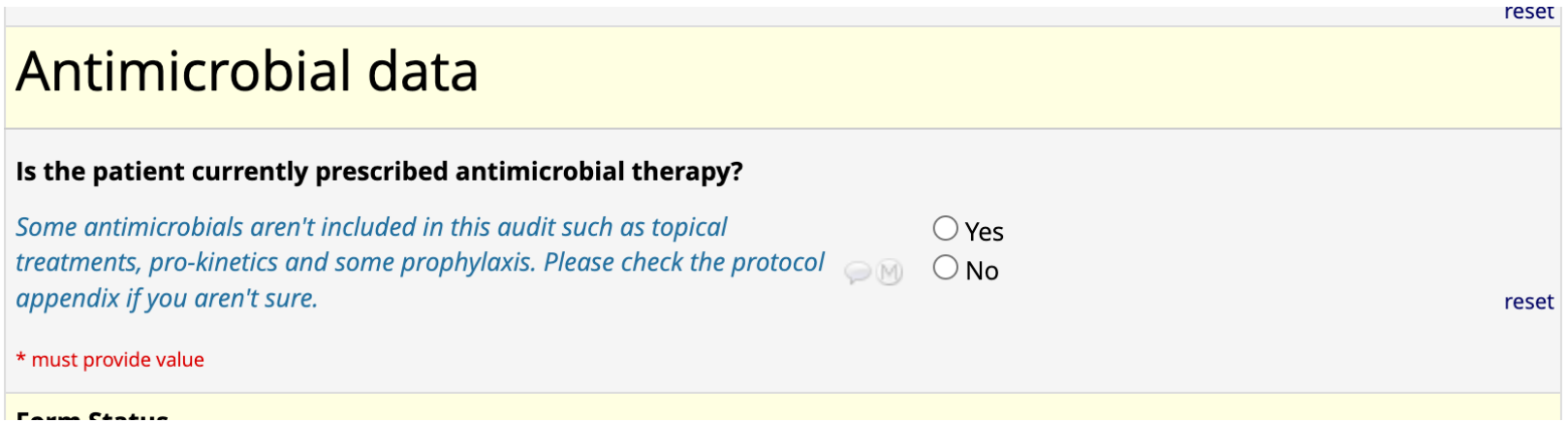

When you get to this question, if you aren’t sure whether a particular antimicrobial should count, please check the protocol

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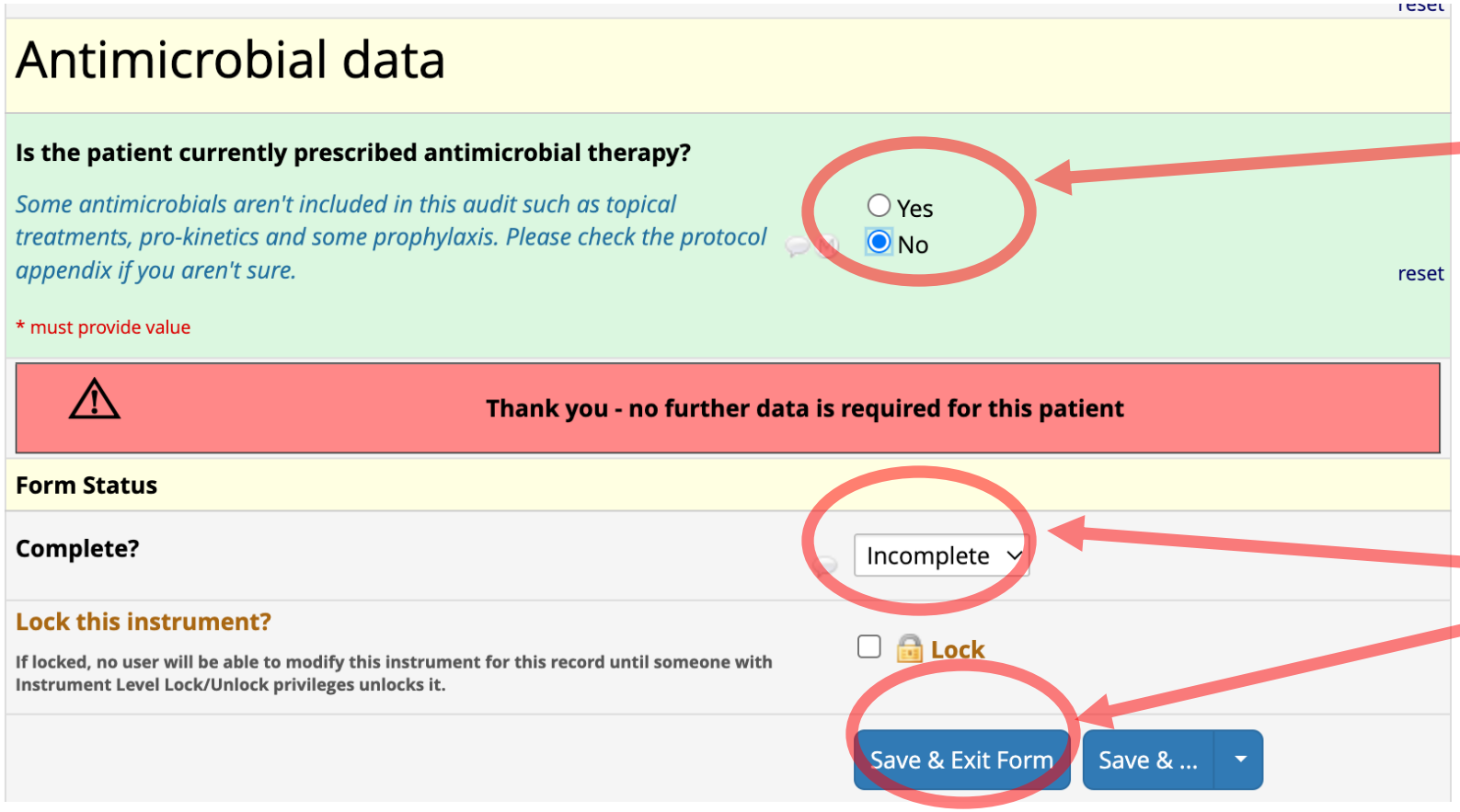

If they're on **no antimicrobials** on Day 0, then no further data is required…

You can then change this form to "**Complete**" and "**Save & Exit**"

This patient is now complete

NB. If a patient is initially not on antimicrobials on Day 0 but **started on them later in the day** (before midnight) **on Day 0** then this answer **should be changed**, so try and check with the day & night teams whether anyone has been started on therapy later

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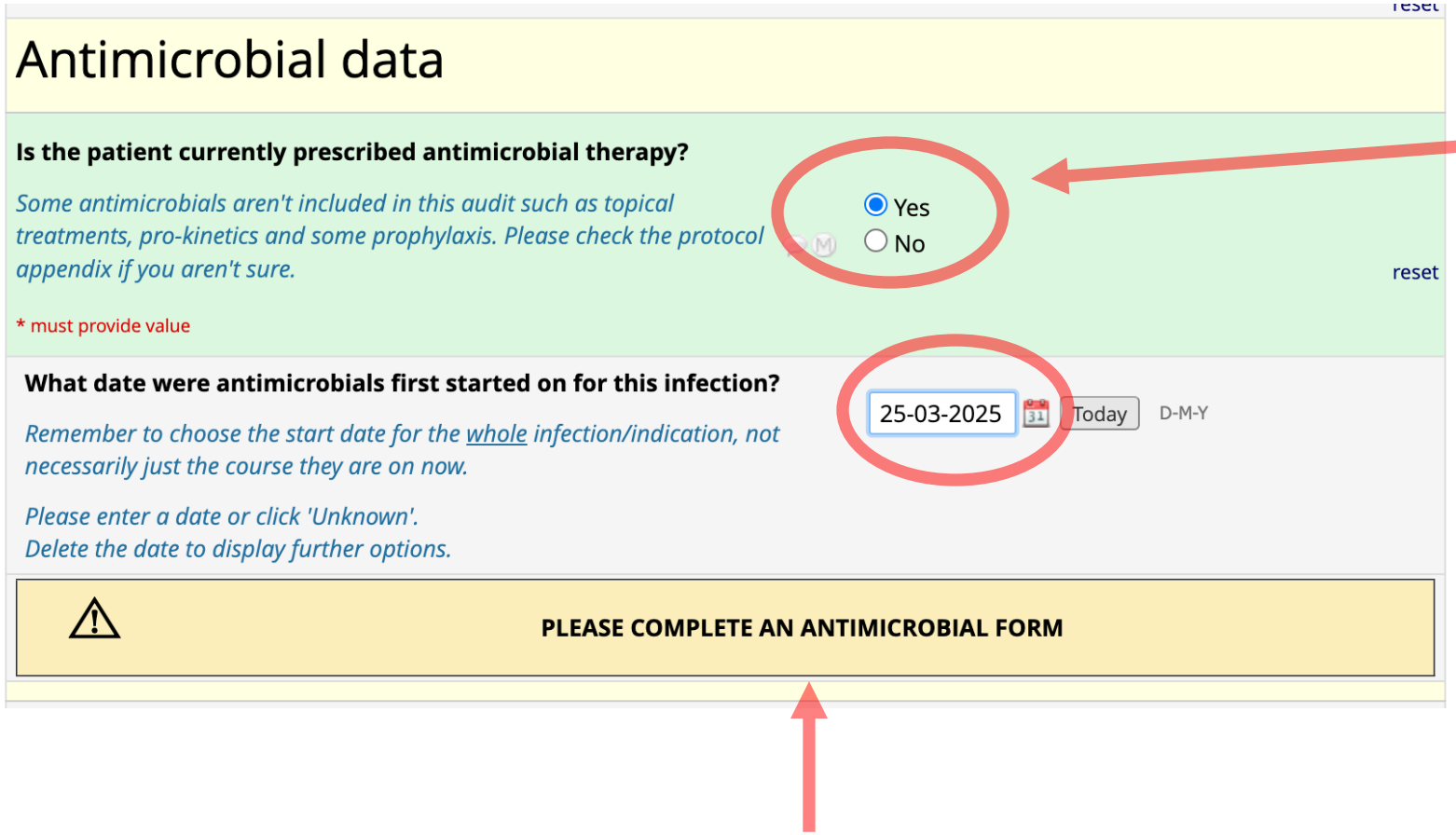

For those who **are** on antimicrobial therapy then enter the date antimicrobials started for the **indication** (not *necessarily* just the course they are on now)

E.g. If they've been on Tazocin for 10 days for a CAP and changed to amoxicillin yesterday... Enter the date from 10 days ago

The system will let you enter antimicrobial data on their own form later

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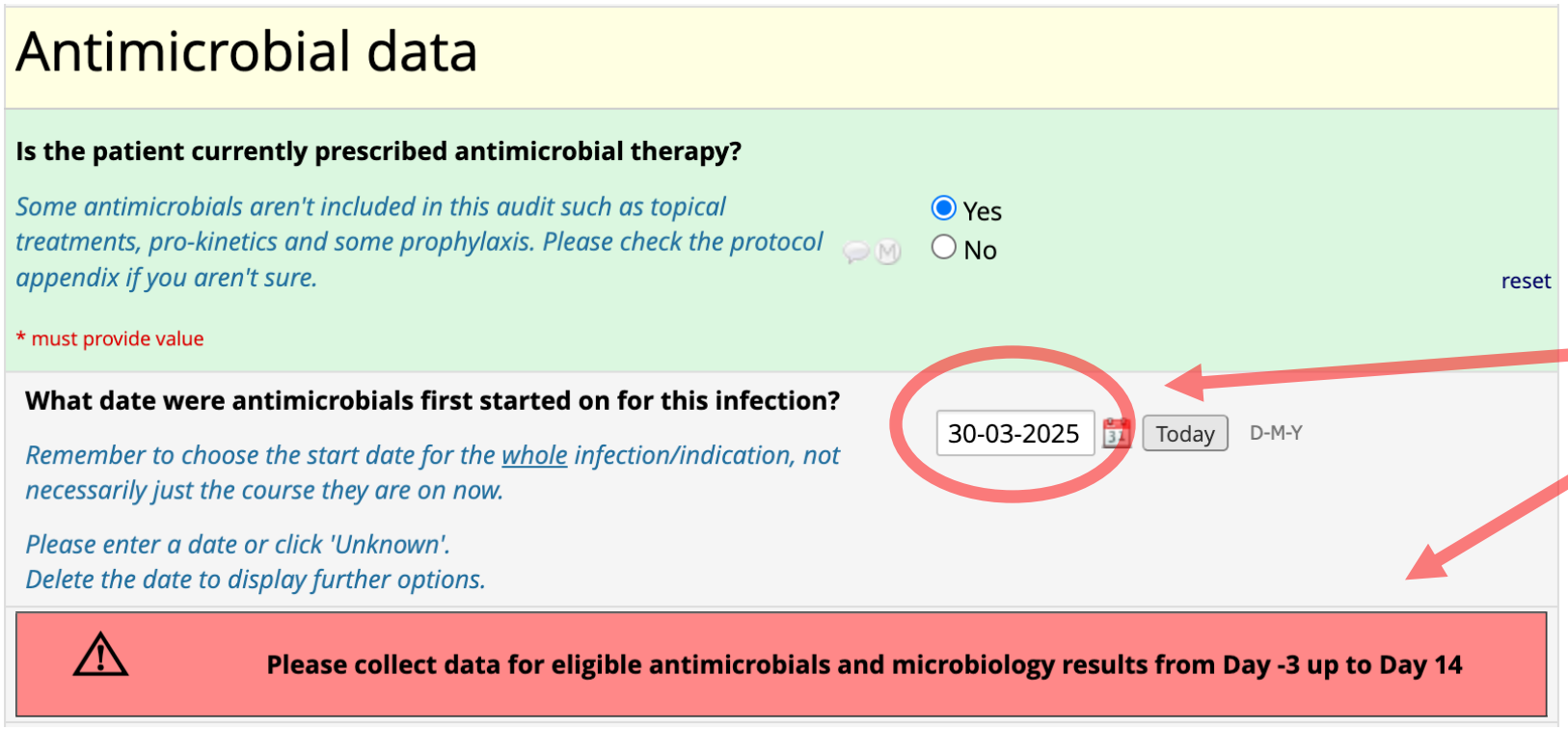

For those who have **started antimicrobials in the last 3 days**… you should enter all antimicrobials and eligible microbiology for up to 14 days.

See the protocol or the webinar for more details if required

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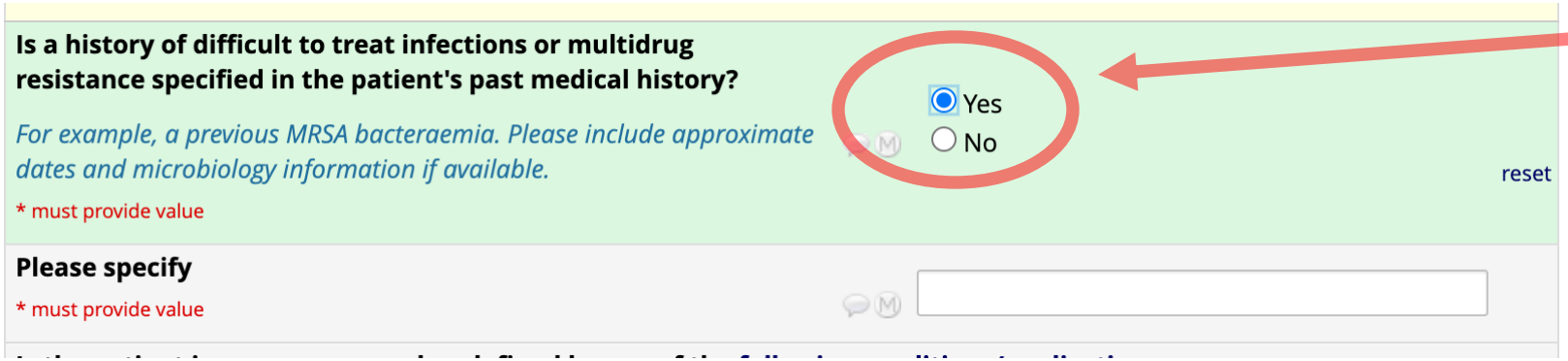

You only need to say “Yes” if it is clear from the past medical history.
Please give as much detail as you can.

We aren’t expecting you to dig through lots of notes or microbiology data.

E.g.
“PMHx. Bronchiectasis with previous resistant pseudomonas”

“C Diff 2021”

Don’t include colonisation with e.g. MRSA only

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On first swab from this Critical Care admission, was the patient colonised with any of the following organisms:

For example, on nose, throat, groin or rectal swab.

* must provide value

- [ ] MRSA
- [ ] ESBL
- [ ] AmpC
- [ ] VRE
- [ ] CPE
- [ ] None of the above

You can leave this question for now if you don't have the result back yet as long as you come back to it later

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Completing and/or saving a form

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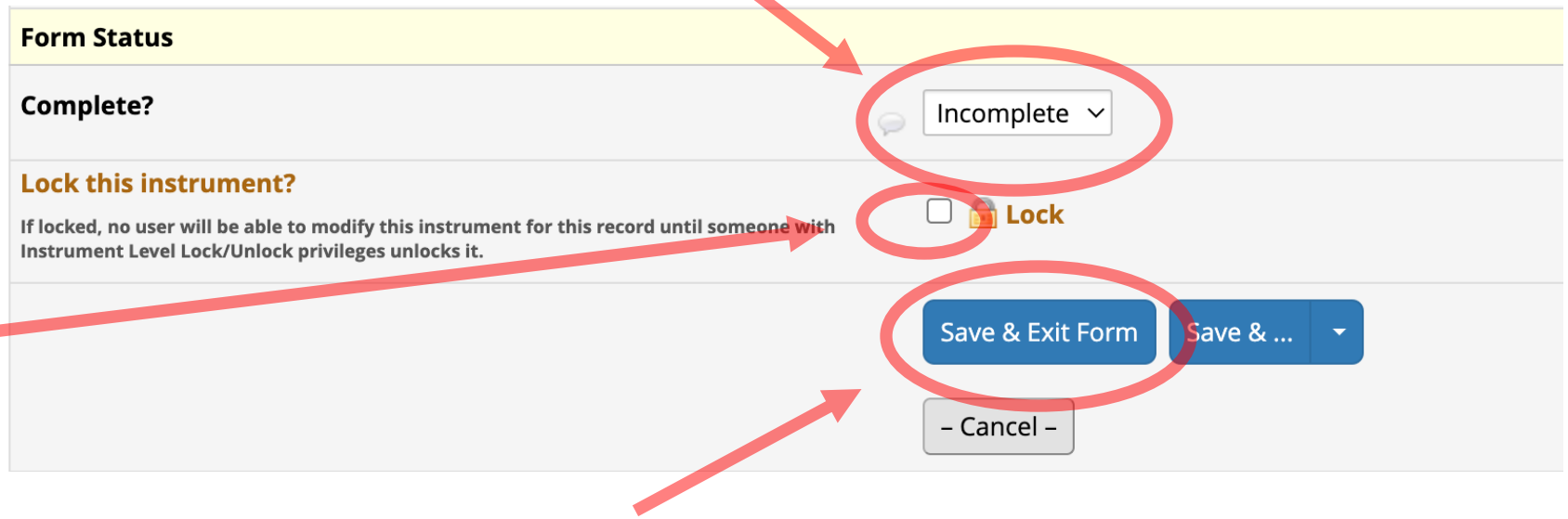
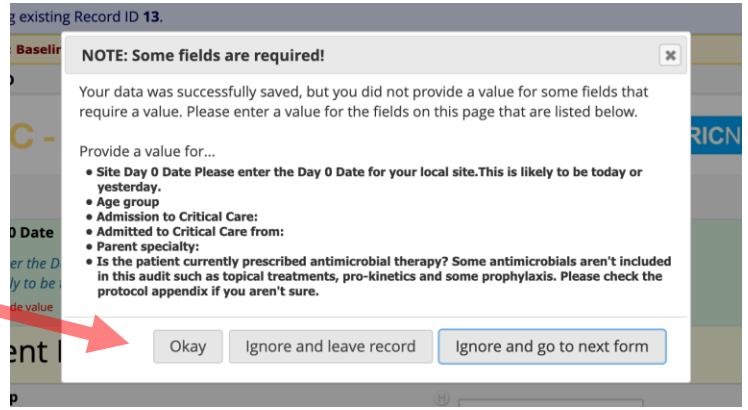
At the end of a form, **click here and change to “Complete” if you have all the data**
Otherwise leave it incomplete and finish it off later

Don’t click this lock button



Then you can save and exit the form

It will flag if there is a question that you haven’t answered
You can click “Ignore and leave record” and come back if you don’t have the answer
(ensuring that the form is left incomplete until you do)



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Opening the other forms

The system will only let you open the forms that you should be as per the protocol

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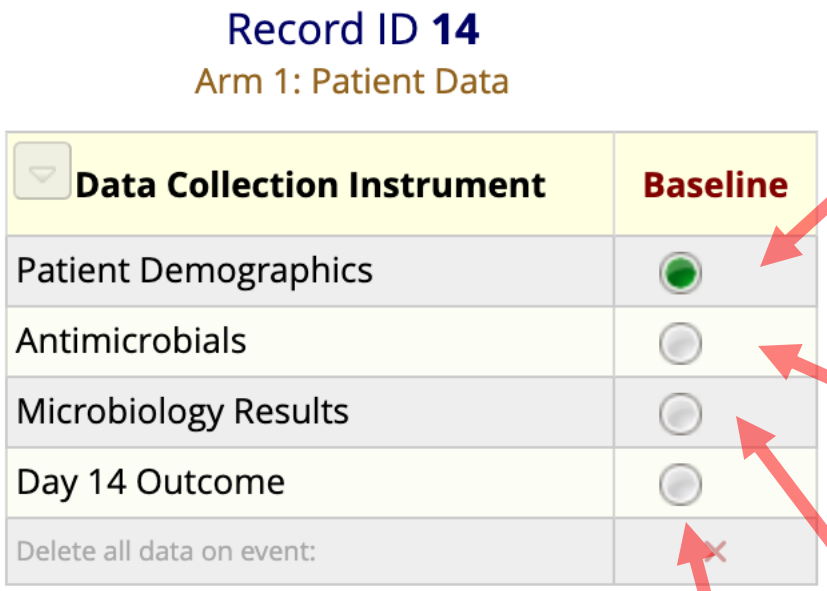
This will stay red if incomplete or turn green when complete



Click here to add details about **antimicrobials** (one at a time)…

And here to add details about any **culture** results if applicable

This should be answered on Day 14

The “Antimicrobials” Form

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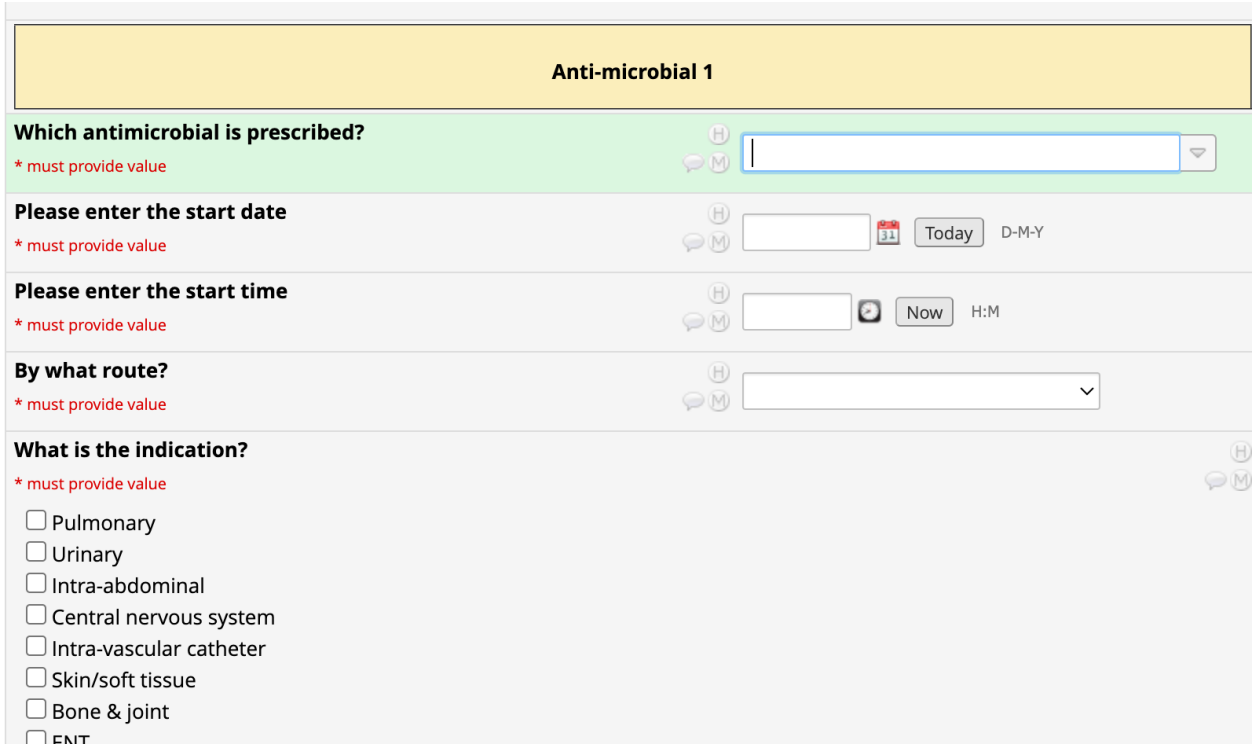

Start the antimicrobial form using the notes and prescription chart

<u>Each antimicrobial will have its own form</u>

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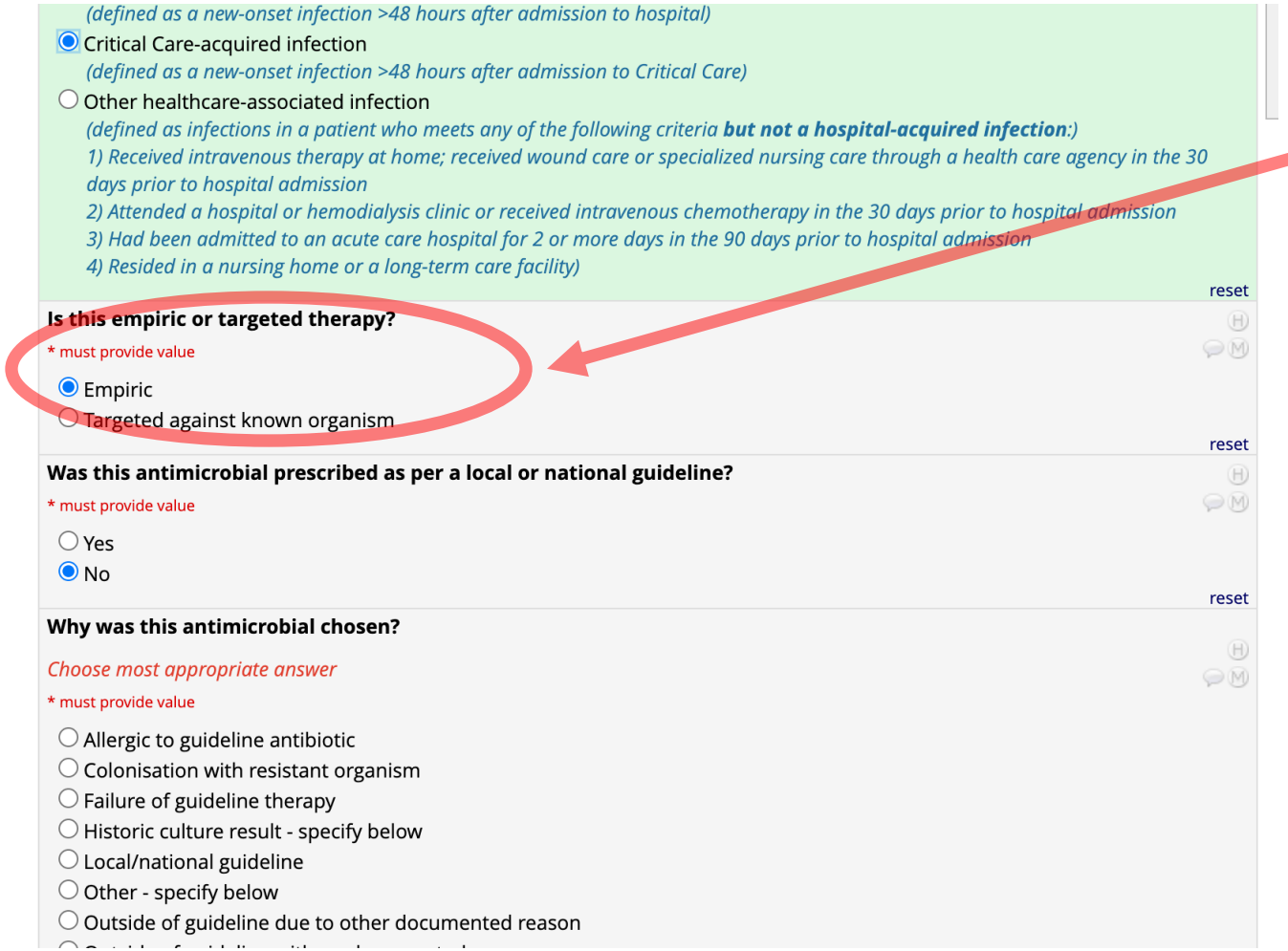

Once you answer this question, the system will offer you different options

Choose ”Empiric” if you don’t already have microbiological evidence of the organism you are treating

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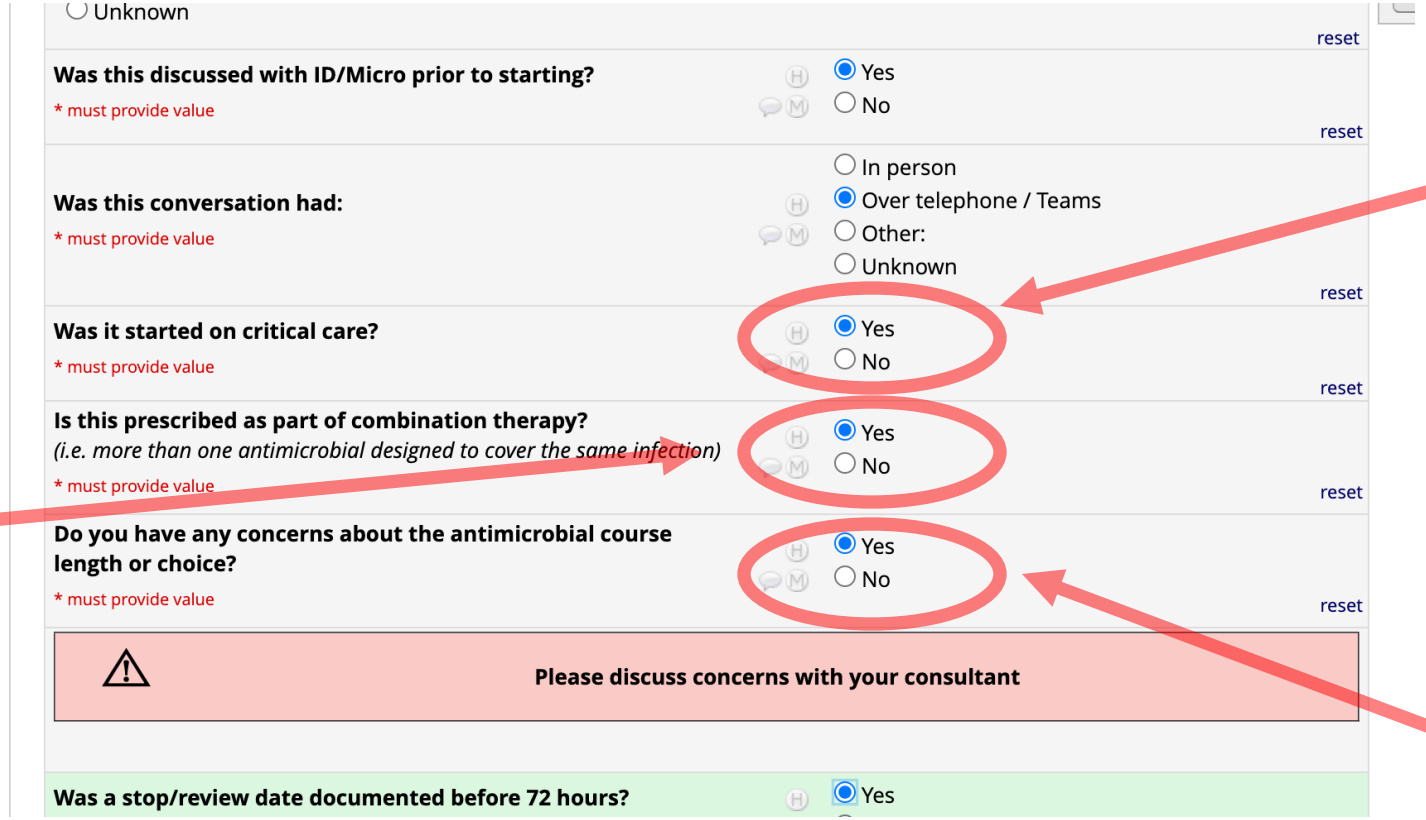

E.g. Co-amoxiclav and clarithromycin for CAP

You would say no e.g. if Meropenem for VAP but fidaxomicin for C. diff

Including if regimen specified by the critical care team whilst reviewing e.g in A&E

This is a safety question

If you have any concerns then please discuss these with your consultant

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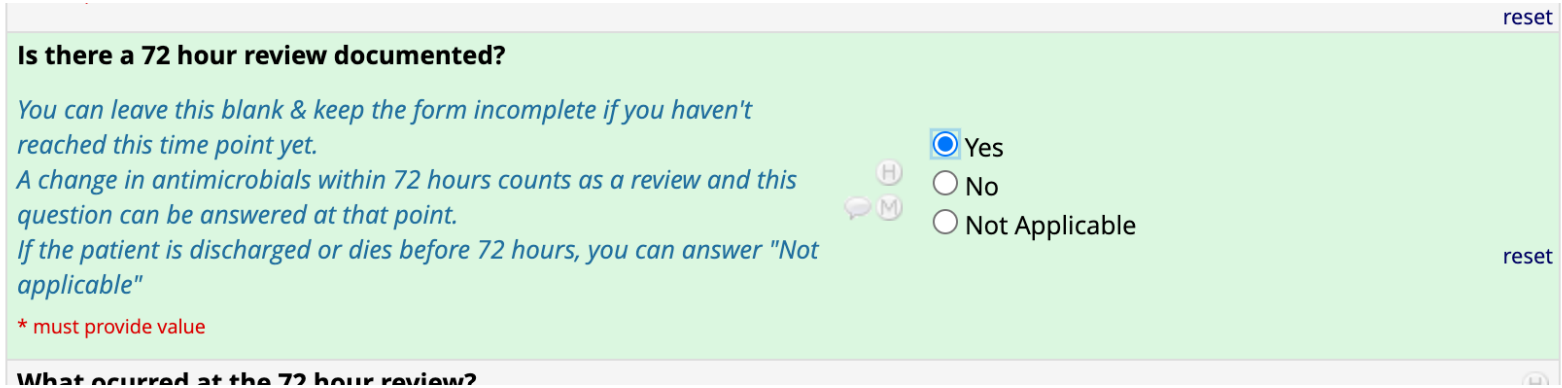

This question only shows for those in the **prospective cohort**

Any mention of antimicrobial choice or any change to regimen before 72 hours counts as a review

You can leave this blank and come back to it if the 72 hour mark hasn't been reached

If the patient is discharged, transferred or dies before 72 hours then you can choose "Not applicable"

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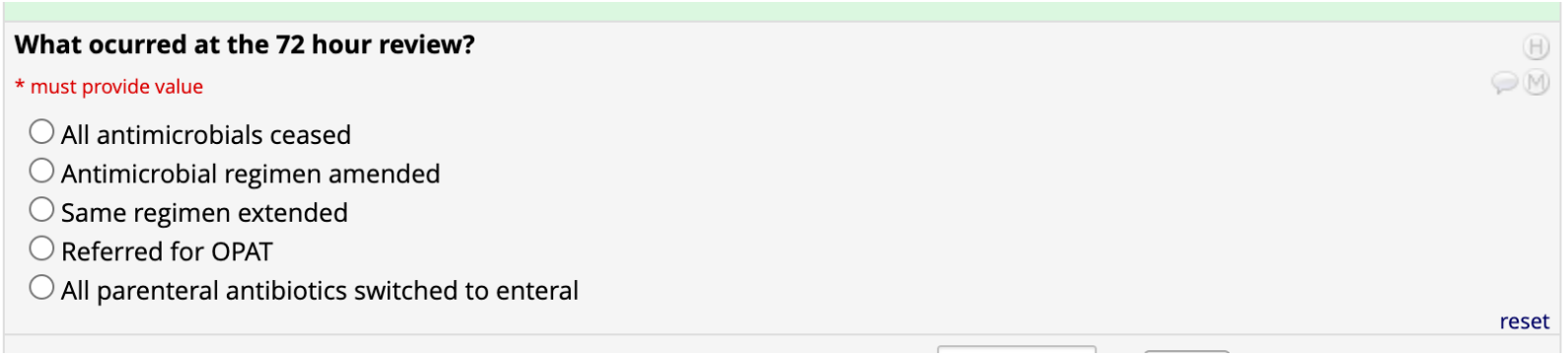

If there is a 72 hour review documented then answer as appropriate

These might be documented in the notes or in the prescription chart

There may be multiple reviews within 72 hours but these options should still be applicable by 48-72 hours

E.g. If patient is on Tazocin & clarithromycin for CAP but after 48 hours is changed to Tazocin alone, then this is a review with the “Antimicrobial regimen amended”

This question will also only show for the **prospective cohort**

If you enter a stop date then the system will ask you questions as to why they were stopped

As with the demographics form, you can change the form to complete when you are happy or leave it incomplete, save it and come back

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Arm 1: Patient Data

Data Collection Instrument	Baseline
Patient Demographics	
Antimicrobials	
Microbiology Results	
Day 14 Outcome	
Delete all data on event:	

If the patient is on more than one antimicrobial then click the '**+**' to add that

Open a new form for each drug

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The “Microbiology Results” Form

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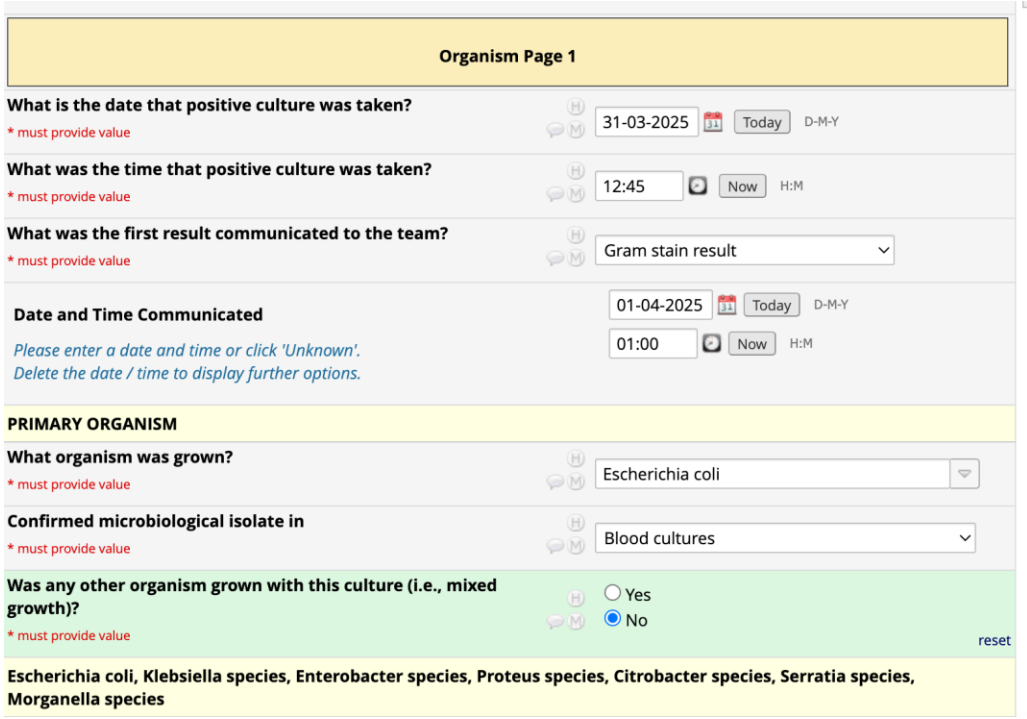

Answer the questions using the medical notes or microbiology results system

Only the type of cultures listed here need to be input

Certain questions will open for certain results, such as resistance profiles or whether something is deemed to be a contaminant by the clinical team

Isolates listed as “I” or “Intermediate” sensitivity should **not** be counted as resistant
If the sensitivities aren’t back yet then leave the form as incomplete

Record ID **14**

Arm 1: Patient Data

Data Collection Instrument	Baseline
Patient Demographics	
Antimicrobials	+
Microbiology Results	+
Day 14 Outcome	
Delete all data on event:	✕

As with the antimicrobials, each eligible culture needs its own form

Repeating Instruments

Antimicrobials

Baseline (Arm 1: Patient Data)

(1)

1		*Amoxicillin*

+ Add new

Microbiology Results

Baseline (Arm 1: Patient Data)

(1)

1		**31-03-2025** *Escherichia coli* (Blood cultures)

+ Add new

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The “Day 14 outcome” Form

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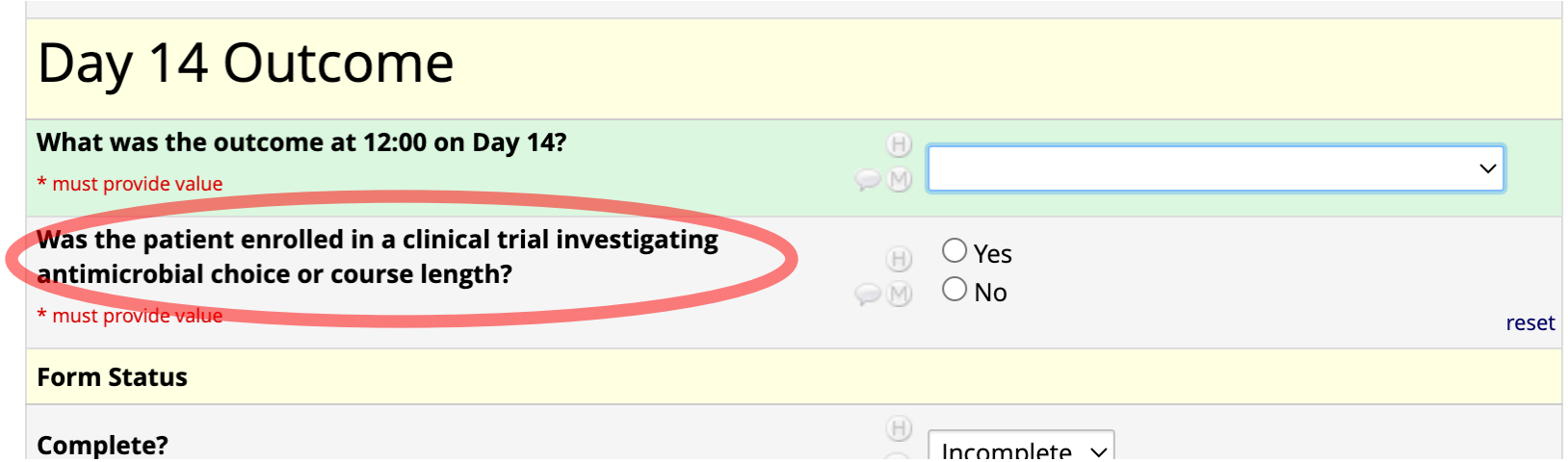
NB This doesn't include TRIC-MAN



The Day 14 form is completed for all patients who were on antimicrobials on Day 0

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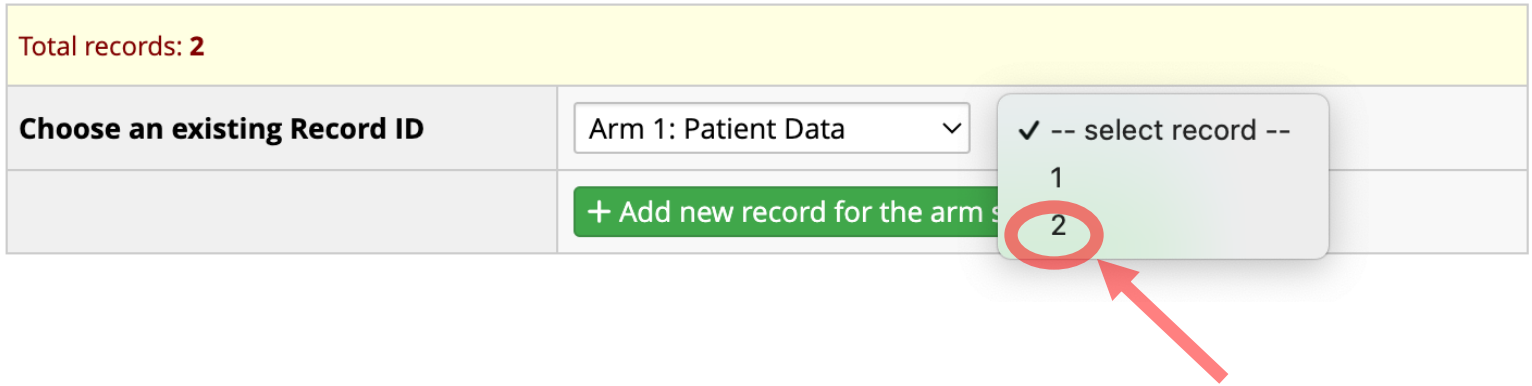
Editing a patient’s record



You can click on this to open up any individual record. Use your screening log to identify who is who

Reminder: **do not share** that screening log outside of your clinical team and destroy it after the project

Remember that patients who were on antimicrobials for **≤3 calendar days at D0** should be updated **regularly** as antimicrobials or microbiology results change, for a maximum of 14 days

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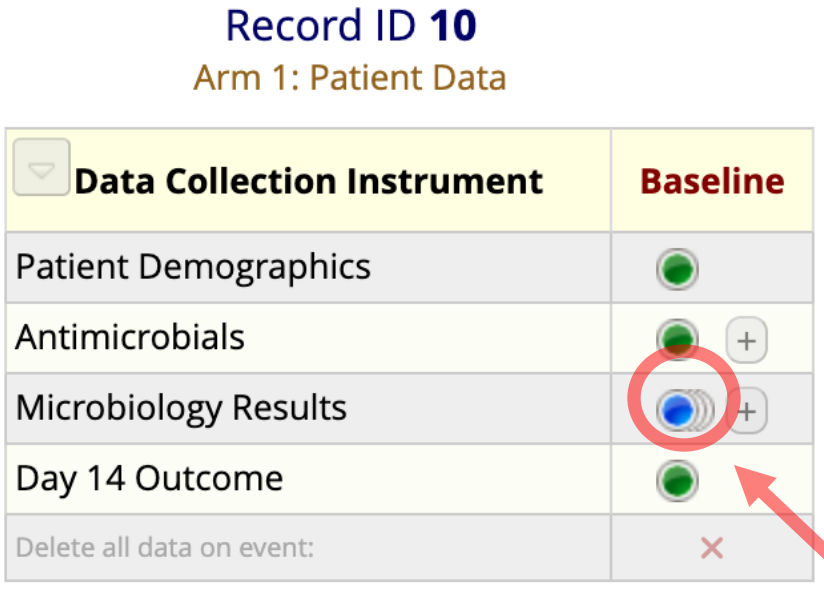

Then you can click on any form you want to edit

You can edit forms that have already been completed, but hopefully shouldn't need to

Blue means that some forms are complete, and some are incomplete

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Using the dashboard to see all patients

This can be an efficient way of seeing which forms still need completing

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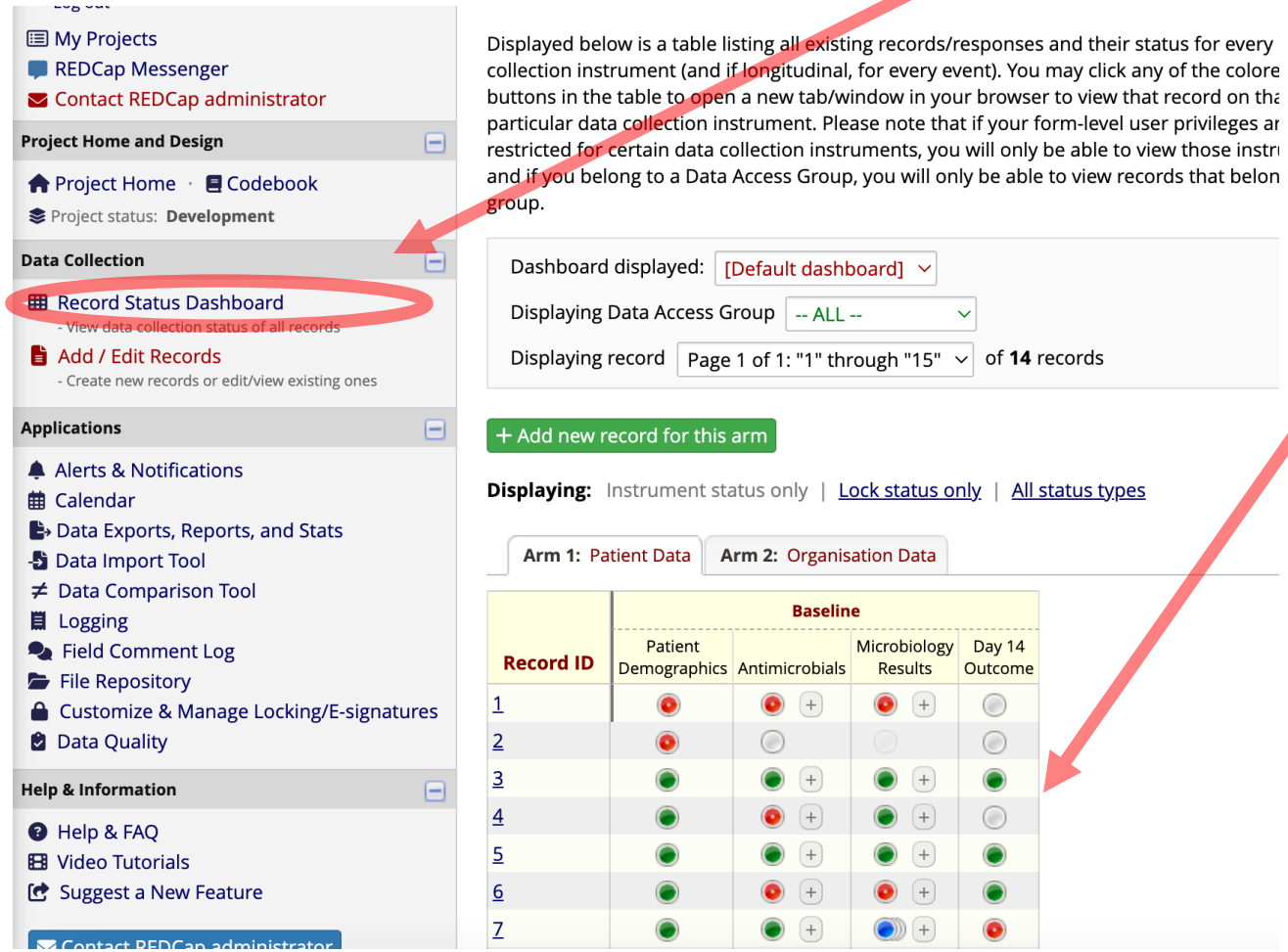
You can use the **Dashboard** to see which records have not been completed yet (**red**)…

If some of the same type of form are complete and some incomplete then it will be **blue**

<u>All records should be complete (green) by the end of Day 14</u>



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Adding your Unit Questionnaire

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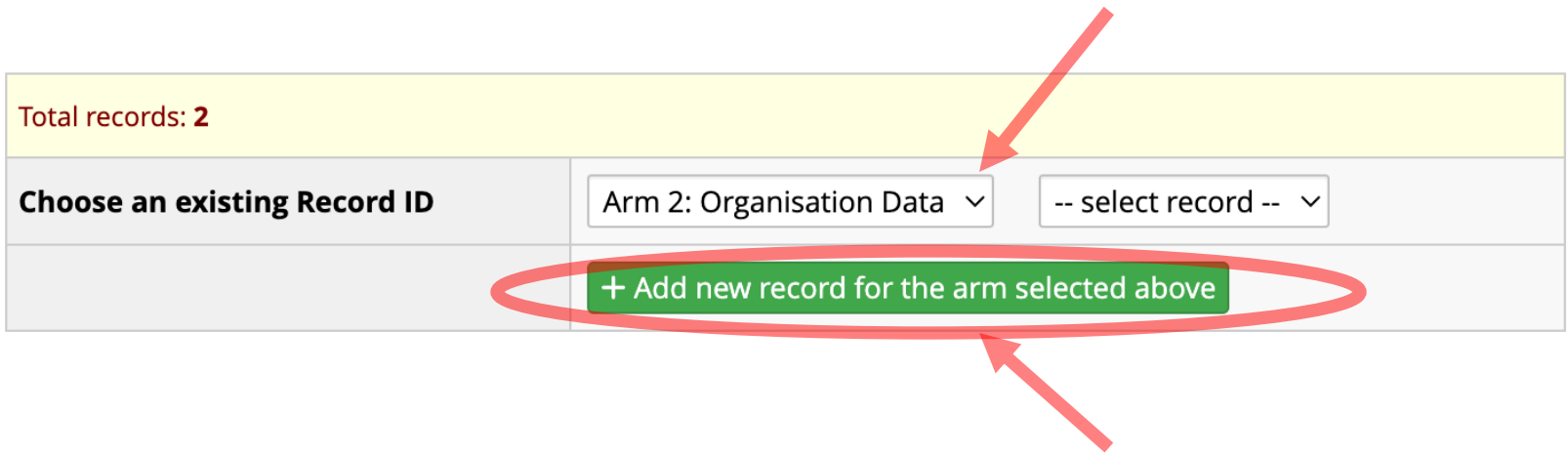
The unit-level questionnaire should be completed **once**, usually by the Site Lead.
This is done by clicking the arrow in this drop-down menu…



…and then adding a record

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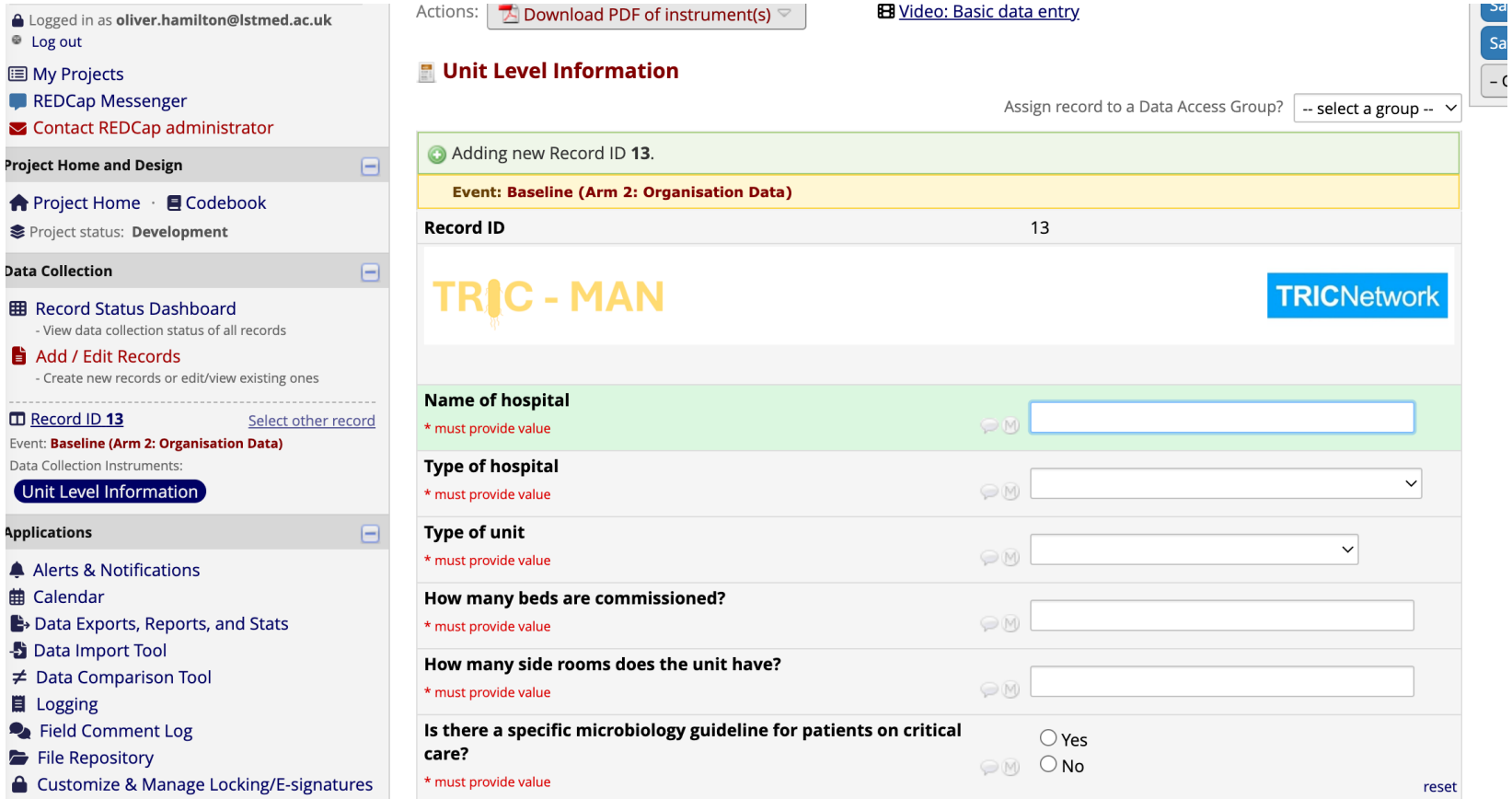
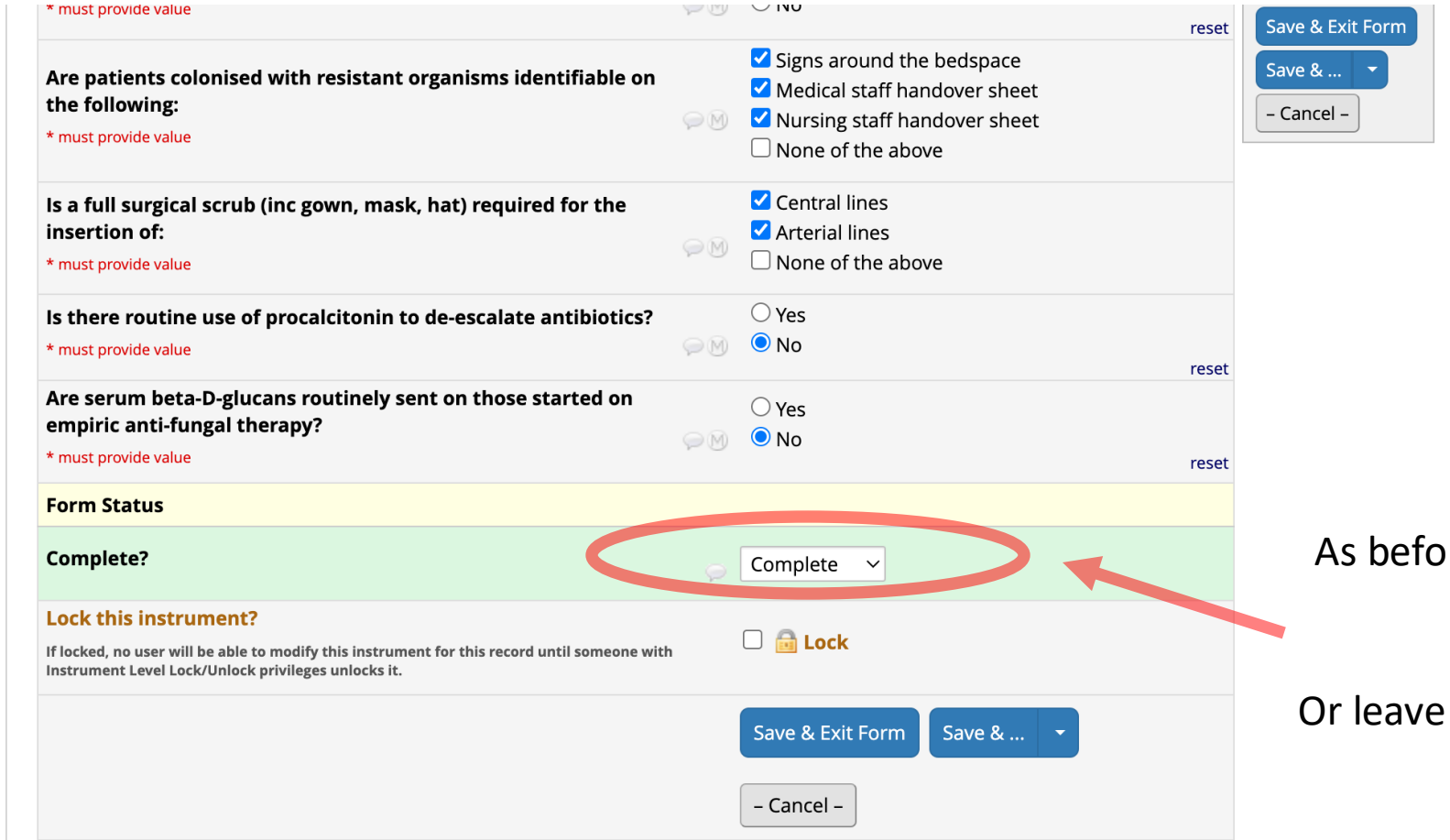
It will look like this. Please answer every question



NB.
Name of hospital is just to check every unit answers once. We will **not** release individual unit data

Please email us if any question isn't clear



As before, complete the form and save it when it is finished

Or leave it incomplete if you want to come back…

The system may say that you haven't answered every question. You can ignore this and leave, as long as you come back.

Don't click the 'Lock' button

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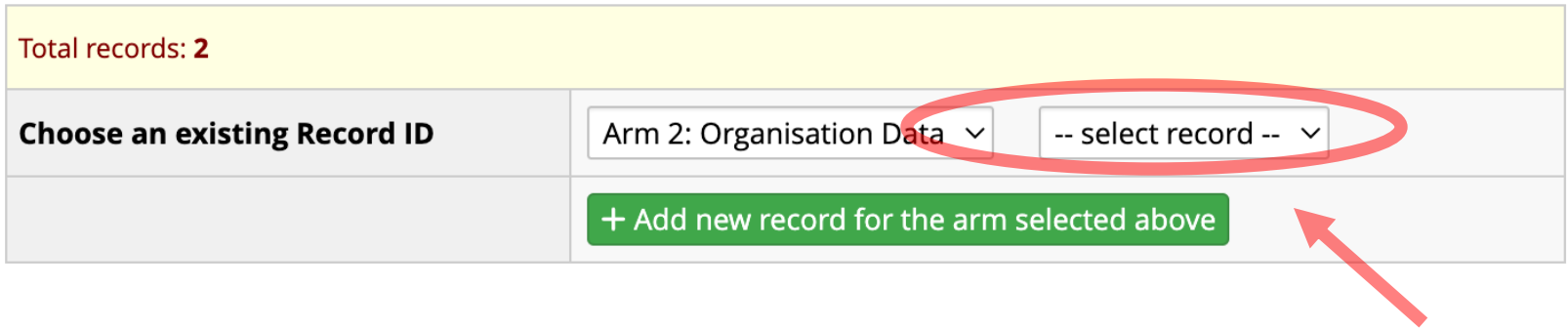

You can use this drop-down to edit the previous form if required

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If you have questions about something…

- Check the protocol
- Consider re-watching the webinar
- Ask your Site lead
- Email tricmanstudy@gmail.com

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Thank you