



**British Society for  
Rheumatology**

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Rheumatoid Arthritis Register

## **Add a New Follow Up:**

Identifying and opening a follow  
up form due for completion

Once you have logged in to the online database, any follow up forms due for completion can be identified by selecting **View All Patients** from the Home page menu.

**BSRBR-RA** Home Administrators Trainer Pharmacovigilance Contact

Training Centre 1 [change](#)

## Welcome to the BSRBR-RA Database

[View All Patients](#) [Select View All Patients](#)

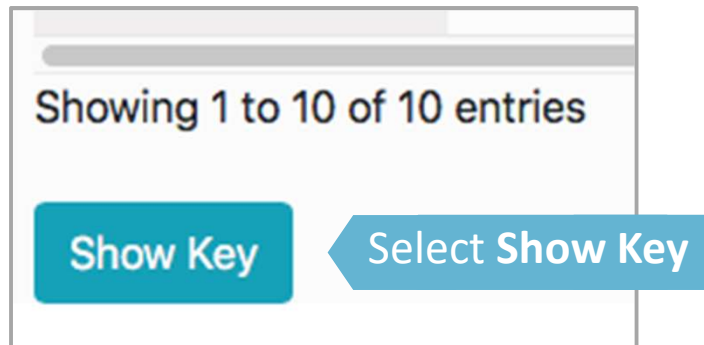
A full list of all patients registered to the study from your centre including details of what stage of follow-up they are up to

From View All Patients you can see what stage of follow-up they are up to




Start here to register a new patient.

- **View Records in Edit Window**  
Access to all baseline registrations and follow-ups that are currently within the edit window
- **Follow-Ups**
  - Follow-ups that are currently due
  - Follow-ups for the next month
  - Follow-ups for the next three months

When the patient list is displayed select **Show Key**.



The colour key shown in the displayed table will identify the status of different follow up forms. Any forms highlighted as **Overdue / Missing** can be completed. *Edit window is Open* status means that form has already been partly completed.

Overdue / Missing
Edit Window is Open
Completed
Missed / Data cannot be recorded
 Awaiting Consent Form
 Awaiting Baseline RA Treatment Drug
 Outstanding Query for this patient

Alternatively in the **Follow-Ups** section of the Home menu choose **Follow-ups that are currently due**

## Welcome to the BSRBR-RA Database

- **View All Patients**

A full list of all patients registered to the study from your centre including details of what stage of follow-up they are up to

- **Add a New Patient**

Start here to register a new patient.

- **View Records in Edit Window**

Access to all baseline registrations and follow-ups that

- **Follow-Ups**

- Follow-ups that are currently due
- Follow-ups for the next month
- Follow-ups for the next three months

- **Querying System**

1 NEW and 1 PRIORITIZED out of 6 UNSOLVED

Querying system to communicate with the study team

- **Pharmacovigilance Queries**

- **Serious Adverse Event Queries**

- **Patient Queries and Feedback**

1 NEW and 1 PRIORITIZED

### Currently Due

Show  entries

Search:

Select the relevant BSRBR-RA ID to complete the form

ID	Surname	Forename	NHS#	FUP Number	FUP Date
30274					30/12/2019
30424					12/12/2019
30248					26/12/2019
30557					21/12/2019

Showing 1 to 4 of 4 entries

[Previous](#) 1 [Next](#)

The **Select** option is available when a follow up form can be opened.

Choose **Select** to open the form.

	Follow up	Due date	Follow up status	Date entered	Date last updated	Editable?	Quick Actions
Select	Baseline <sup>†</sup>	01/07/2019	Completed	16/07/2019	16/07/2019	Edit window not open	Verified Queried Missed Raise Queries
Select	1 <sup>†</sup>	01/01/2020			16/07/2019	Can be opened	Verified Queried Missed Raise Queries

database.bsrbr.org says

You are about to open the edit window for Follow up 1 due around 01 January 2020

This action can not be undone and will lead to data verification (and queries) when the edit window closes. Please ensure you have the relevant data for this follow up.

Do you want to open the edit window?

A notification box will appear asking for confirmation that the form is to be opened.

Select **OK** to continue

The form will open to **Biologic Targeted Therapy**.

Once a follow up is open you will have 14 days to enter data before the edit window is closed.