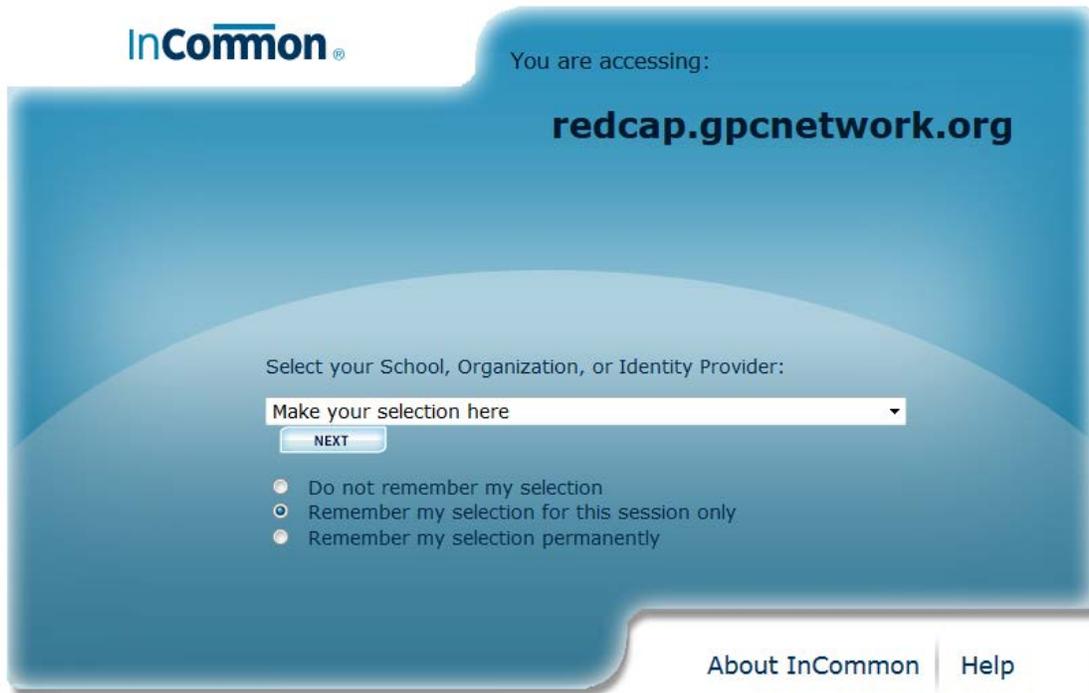


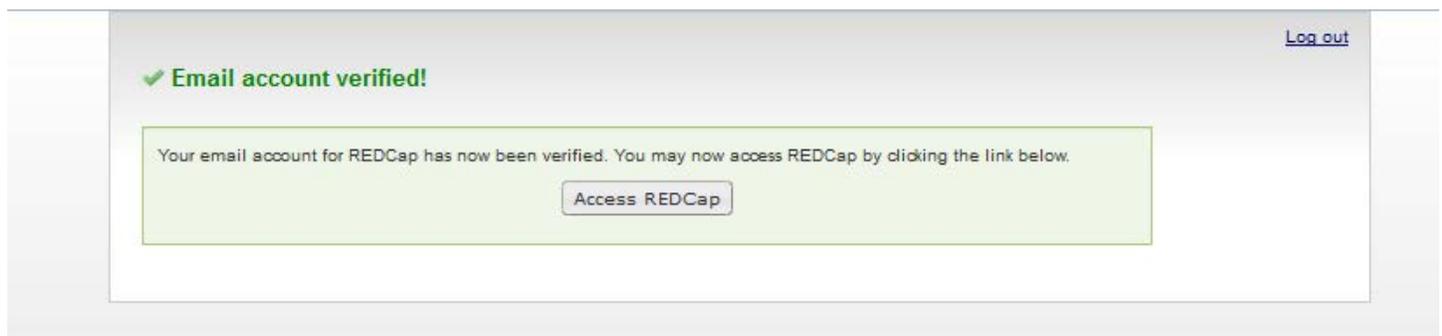
1. REDCap™ Log-in (<https://redcap.gpcnetwork.org/>)

Select your School, Organization, or Identity Provider from the drop-down list. Click **next**.



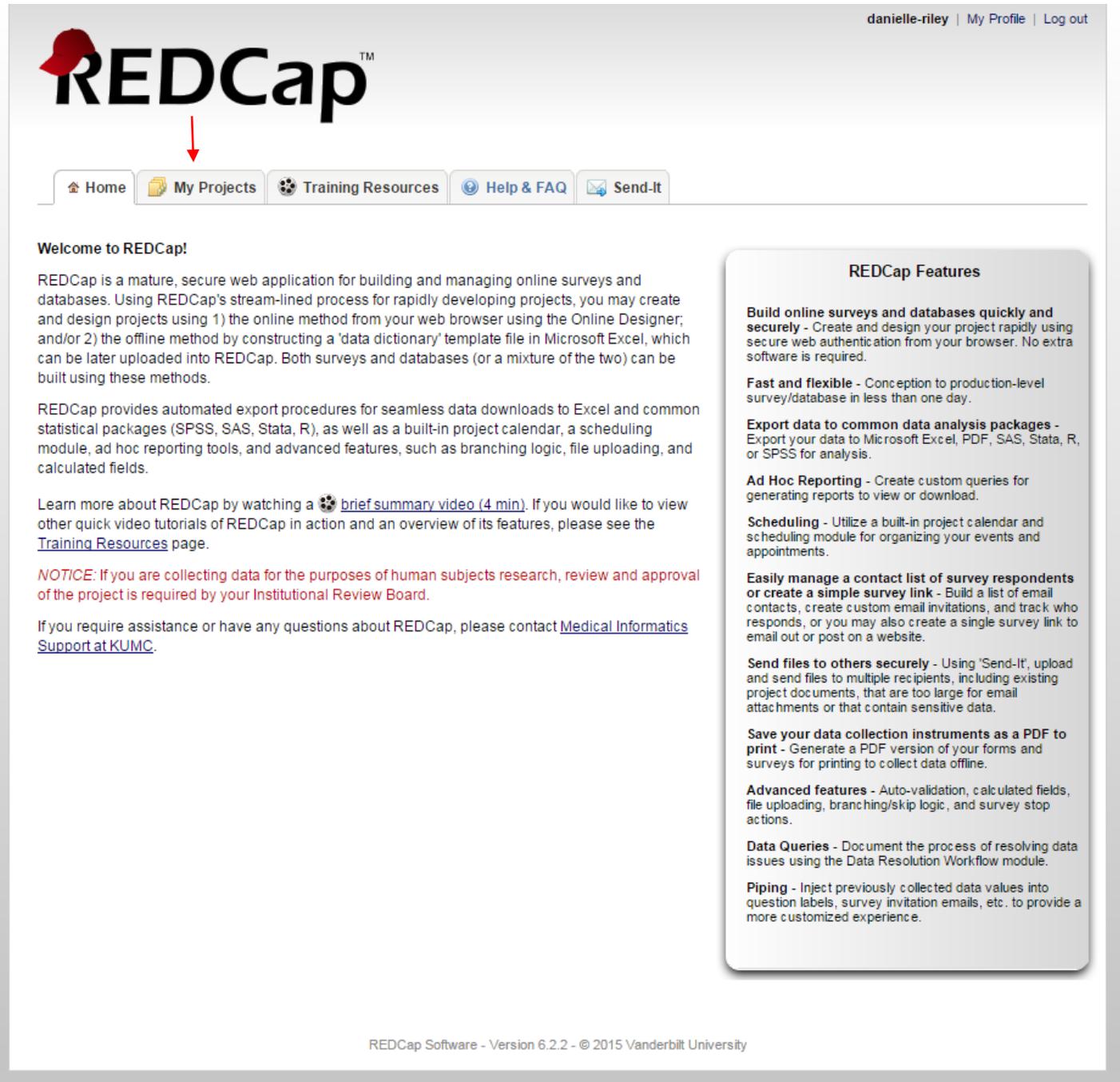
© Copyright 2011, InCommon, LLC | incommon.org | InCommon: Identity and Access for Research and Education

2. A Login screen will appear. This login is site specific (ie. The University of Iowa staff will log onto REDCap via their HawkID). You will be required to enter a username and password. Click **Log In** (or equivalent).
3. The Basic User Information Form appears next. Enter your First name, Last name, and Email address. Click **Submit**.
4. To complete the set-up process, you must confirm your email address by checking the email account you submitted. Click **Access REDCap** once you have confirmed your email address.



5. Welcome to REDCap™

Select **My Projects** tab to move on.



The screenshot shows the REDCap web application interface. At the top right, the user is logged in as 'danielle-riley' with links for 'My Profile' and 'Log out'. The main header features the REDCap logo, with a red arrow pointing to the 'My Projects' tab in the navigation menu. The navigation menu includes 'Home', 'My Projects', 'Training Resources', 'Help & FAQ', and 'Send-It'. Below the navigation, a 'Welcome to REDCap!' message is displayed, followed by a detailed description of the application's capabilities, including data export options and a list of features. A 'REDCap Features' sidebar on the right lists various functionalities such as building surveys, fast data processing, and secure file sharing. A 'NOTICE' section highlights the requirement for Institutional Review Board approval for human subjects research. At the bottom, the footer indicates the software version (6.2.2) and copyright (© 2015 Vanderbilt University).

danielle-riley | My Profile | Log out

REDCap™

Home My Projects Training Resources Help & FAQ Send-It

Welcome to REDCap!

REDCap is a mature, secure web application for building and managing online surveys and databases. Using REDCap's stream-lined process for rapidly developing projects, you may create and design projects using 1) the online method from your web browser using the Online Designer; and/or 2) the offline method by constructing a 'data dictionary' template file in Microsoft Excel, which can be later uploaded into REDCap. Both surveys and databases (or a mixture of the two) can be built using these methods.

REDCap provides automated export procedures for seamless data downloads to Excel and common statistical packages (SPSS, SAS, Stata, R), as well as a built-in project calendar, a scheduling module, ad hoc reporting tools, and advanced features, such as branching logic, file uploading, and calculated fields.

Learn more about REDCap by watching a [brief summary video \(4 min\)](#). If you would like to view other quick video tutorials of REDCap in action and an overview of its features, please see the [Training Resources](#) page.

NOTICE: If you are collecting data for the purposes of human subjects research, review and approval of the project is required by your Institutional Review Board.

If you require assistance or have any questions about REDCap, please contact [Medical Informatics Support at KUMC](#).

REDCap Features

- Build online surveys and databases quickly and securely** - Create and design your project rapidly using secure web authentication from your browser. No extra software is required.
- Fast and flexible** - Conception to production-level survey/database in less than one day.
- Export data to common data analysis packages** - Export your data to Microsoft Excel, PDF, SAS, Stata, R, or SPSS for analysis.
- Ad Hoc Reporting** - Create custom queries for generating reports to view or download.
- Scheduling** - Utilize a built-in project calendar and scheduling module for organizing your events and appointments.
- Easily manage a contact list of survey respondents or create a simple survey link** - Build a list of email contacts, create custom email invitations, and track who responds, or you may also create a single survey link to email out or post on a website.
- Send files to others securely** - Using 'Send-It', upload and send files to multiple recipients, including existing project documents, that are too large for email attachments or that contain sensitive data.
- Save your data collection instruments as a PDF to print** - Generate a PDF version of your forms and surveys for printing to collect data offline.
- Advanced features** - Auto-validation, calculated fields, file uploading, branching/skip logic, and survey stop actions.
- Data Queries** - Document the process of resolving data issues using the Data Resolution Workflow module.
- Piping** - Inject previously collected data values into question labels, survey invitation emails, etc. to provide a more customized experience.

REDCap Software - Version 6.2.2 - © 2015 Vanderbilt University

6. My Projects

Select **GPC Breast Cancer Survey Tracker** to move on.

danielle-riley | [My Profile](#) | [Log out](#)

REDCap™

[Home](#) [My Projects](#) [Training Resources](#) [Help & FAQ](#) [Send-It](#)

Listed below are the REDCap projects to which you currently have access. Click the project title to open the project. Newly created projects begin in **Development status**  as you begin to build and design them. When you are ready to begin entering real data in the project, you may move it to **Production status**  to designate the project as officially collecting data. When you are finished collecting data or if you wish to stop collection, the project may be set to **Inactive status** , although it may be brought back to Production status at any time when you are ready to begin collecting data again. Also listed is the project type, which designates if the project is in **classic**  or **longitudinal**  data collection format.

My Projects

Project Title	Records	Fields	Instruments	Type	Status
GPC Breast Cancer Survey Tracker	2	82	8 forms		

The projects listed below are public and are accessible by anyone. No authentication (i.e. username/password) is required to access them directly.

Public Projects

- Basic Demography
- Classic Database
- Human Cancer Tissue Biobank
- Longitudinal Database (1 arm)
- Longitudinal Database (2 arms)
- Multiple Surveys (classic)
- Multiple Surveys (longitudinal)
- Piping Example Project
- Project Tracking Database
- Randomized Clinical Trial
- Single Survey

REDCap Software - Version 6.2.2 - © 2015 Vanderbilt University

7. Project Home

Select **Add/Edit Records** on the left side of the screen to move on.

REDCap™

Logged in as **danielle-riley**
Log out

My Projects
Project Home
Project Setup
Project status: **Production**

Data Collection

Record Status Dashboard
Add / Edit Records

Data Collection Instruments:

- Patient Info
- Parcel Status
- Study Contacts
- Consent Declined Study Coordinator
- Reportable Events
- Survey Status
- Consent Status Medical Record
- Consent Status Future

Applications

- Calendar
- Data Exports, Reports, and Stats
- Field Comment Log
- File Repository

Reports

- 1) Survey Status and Consent Status

Help & Information

- Help & FAQ
- Video Tutorials
- Suggest a New Feature

If you are experiencing problems, please contact your [REDCap administrator](#).

GPC Breast Cancer Survey Tracker

Project Home Project Setup

Quick Tasks

Codebook The Codebook is a human-readable, read-only version of the project's Data Dictionary and serves as a quick reference for viewing field attributes.

Project Dashboard

The tables below provide general dashboard information, such as a list of all users with access to this project, general project statistics, and upcoming calendar events (if any).

Current Users

User	Expires
badagarla (Bhargav Srinivas Ad...	never
danielle-riley (Danielle Riley)	never
dconnolly (Dan Connolly)	never
nic holas-rudzianski (Nicholas Rudzianski)	never
tmc mahon (Tamara Mc Mahon)	never

Project Statistics

Records in project	2
Most recent activity	03/30/2015 7:26pm
Space usage for docs	0.00 MB
Project status	Production

Upcoming Calendar Events (next 7 days)

Time	Date	Description
		No upcoming events

8. Patient Info

Enter a new or existing Study ID in the appropriate box. Once Study ID has been entered, click anywhere on the screen to move on.



Logged in as **danielle-riley**
Log out

My Projects
Project Home
Project Setup
Project status: **Production**

Data Collection

Record Status Dashboard
Add / Edit Records

Data Collection Instruments:

- Patient Info
- Parcel Status
- Study Contacts
- Consent Declined Study Coordinator
- Reportable Events
- Survey Status
- Consent Status Medical Record
- Consent Status Future

Applications

- Calendar
- Data Exports, Reports, and Stats
- Field Comment Log
- File Repository

Reports

- 1) Survey Status and Consent Status

Help & Information

- Help & FAQ
- Video Tutorials
- Suggest a New Feature

If you are experiencing problems, please contact your [REDCap administrator](#).

GPC Breast Cancer Survey Tracker

[VIDEO: Basic data entry](#)

Actions:  Download PDF of instrument(s) ▾

Patient Info

You may view an existing record/response by selecting it from one of the drop-down lists below. The records are separated into each drop-down list according to their status for this particular data collection instrument. To create a new record/response, type a new value in the text box below and hit Tab or Enter. To quickly find a record without using the drop-downs, the text box will auto-populate with existing record names as you begin to type in it, allowing you to select it.

Total records: 2	
Incomplete Records (2)	-- select record -- ▾
Complete Records (0)	-- select record -- ▾
Enter a new or existing Study ID	<input type="text"/>

[Show Unverified Records above](#)

Data Search

Choose a field to search <small>(excludes multiple choice fields)</small>	-- select search field -- ▾
Search query <small>Begin typing to search the project data, then click an item in the list to navigate to that record.</small>	<input type="text"/>

9. Patient Info – New Screen

There is nothing that needs to be edited on this page. Click **Save and go to Next Form** to move on to the Parcel Status page or select which form you'd like to go to using the form names on the left.

REDCap™

Logged in as **danielle-riley**
Log out

My Projects
Project Home
Project Setup
Project status: **Production**

Data Collection

- Record Status Dashboard
- Add / Edit Records

Study ID **TEST2** [Select other record](#)

Data Collection Instruments:

- Patient Info**
- Parcel Status
- Study Contacts
- Consent Declined Study Coordinator
- Reportable Events
- Survey Status
- Consent Status Medical Record
- Consent Status Future

Applications

- Calendar
- Data Exports, Reports, and Stats
- Field Comment Log
- File Repository

Reports

- Survey Status and Consent Status

Help & Information

- Help & FAQ
- Video Tutorials
- Suggest a New Feature

If you are experiencing problems, please contact your [REDCap administrator](#).

GPC Breast Cancer Survey Tracker

Actions: [Download PDF of instrument\(s\)](#)

[VIDEO: Basic data entry](#)

Patient Info

Adding new Study ID TEST2

Study ID	TEST2
Form Status	
Complete?	Incomplete

Save Record
Save and Continue
Save and go to Next Form

-- Cancel --

10. Parcel Status

Form to be completed by Site Coordinator/Staff to keep track of the status of the mailing. Click **Save and go to Next Form** to move on to the Study Contacts page if your site has been contacted by the subject. If your site has not been contacted by the subject, click **Save Record** and exit REDCap™ unless your site needs to enter data for any of the other forms.

REDCap™

Logged in as **danielle-riley**
Log out

My Projects
Project Home
Project Setup
Project status: **Production**

Data Collection

- Record Status Dashboard
- Add / Edit Records

Study ID **TEST** [Select other record](#)

Data Collection Instruments:

- Patient Info
- Parcel Status**
- Study Contacts
- Consent Declined Study Coordinator
- Reportable Events
- Survey Status
- Consent Status Medical Record
- Consent Status Future

Applications

- Calendar
- Data Exports, Reports, and Stats
- Field Comment Log
- File Repository

Reports

- 1) Survey Status and Consent Status

Help & Information

- Help & FAQ
- Video Tutorials
- Suggest a New Feature

If you are experiencing problems, please contact your [REDCap administrator](#).

GPC Breast Cancer Survey Tracker

Actions: [Download PDF of instrument\(s\)](#) [VIDEO: Basic data entry](#)

Parcel Status

Editing existing Study ID TEST

Study ID: TEST

Status

- Not mailed (default value)
- Mailed - delivery assumed
- Returned - Trace in progress
- Intended recipient contacted site and requested replacement parcel
- Returned - Undeliverable as Addressed
- Returned - Addressee Unknown
- Returned - Unable to Forward
- Returned - Attempted - Not Known
- Returned - Deceased
- Returned - No Mail Receptacle
- Returned - Vacant
- Returned - Temporarily Away
- Returned - Revised Mailing Address
- Returned - Insufficient Address
- Returned - Refused
- Returned - Unclaimed
- Returned - Other

reset

Status Date * must provide value Today M-D-Y

Comments

Expand

Form Status

Complete?

Save Record
Save and Continue
Save and go to Next Form

-- Cancel --

11. Study Contacts

Form to be completed by Site Coordinator/Staff if they are contacted regarding the mailing. Can also be filled out by University of Iowa staff if they are contacted regarding the mailing.

The screenshot displays the REDCap interface for the 'GPC Breast Cancer Survey Tracker'. The left sidebar contains navigation menus for 'Data Collection', 'Applications', and 'Reports'. The main content area shows the 'Study Contacts' form for 'Study ID TEST'. The form includes fields for 'Date of Contact' (with a calendar icon and 'Today' button), 'Comments/Questions/Etc.' (with an expand button), and 'Do you want to record another contact?' (with radio buttons for 'Yes' and 'No'). The 'Form Status' section has a 'Complete?' dropdown menu set to 'Incomplete'. At the bottom, there are buttons for 'Save Record', 'Save and Continue', 'Save and go to Next Form', and '-- Cancel --'. A video link 'VIDEO: Basic data entry' is visible in the top right. A callout box in the top right corner highlights the 'Save Record' button and its sub-options.

REDCap™

Logged in as **danielle-riley**
Log out

My Projects
Project Home
Project Setup
Project status: **Production**

Data Collection

- Record Status Dashboard
- Add / Edit Records

Study ID TEST [Select other record](#)

Data Collection Instruments:

- Patient Info
- Parcel Status
- Study Contacts**
- Consent Declined Study Coordinator
- Reportable Events
- Survey Status
- Consent Status Medical Record
- Consent Status Future

Applications

- Calendar
- Data Exports, Reports, and Stats
- Field Comment Log
- File Repository

Reports

- 1) Survey Status and Consent Status

Help & Information

- Help & FAQ
- Video Tutorials
- Suggest a New Feature

If you are experiencing problems, please contact your [REDCap administrator](#).

GPC Breast Cancer Survey Tracker

Actions: [Download PDF of instrument\(s\)](#)

[VIDEO: Basic data entry](#)

Save Record
Save and Continue
Save and go to Next Form

Editing existing Study ID TEST

Study ID TEST

Contact 1

Date of Contact Today M-D-Y
* must provide value

Comments/Questions/Etc.
* must provide value Expand

Do you want to record another contact? Yes No reset

Form Status

Complete? Incomplete ▾

Save Record
Save and Continue
Save and go to Next Form

-- Cancel --

12. Consent Declined Study Coordinator

Form to be completed by Site Coordinator/Staff if they are contacted and told by the subject that they decline ANY part of the study or do not wish to participate in future research. Can also be completed by University of Iowa staff if they are contacted and told by the subject that they decline ANY part of the study or do not wish to participate in future research.

The screenshot shows the REDCap interface for the 'GPC Breast Cancer Survey Tracker' project. The user is logged in as 'danielle-riley'. The left sidebar contains navigation options: My Projects, Project Home, Project Setup, Data Collection (Record Status Dashboard, Add/Edit Records), Study ID TEST (with a 'Select other record' link), Data Collection Instruments (Patient Info, Parcel Status, Study Contacts, Consent Declined Study Coordinator, Reportable Events, Survey Status, Consent Status Medical Record, Consent Status Future), Applications (Calendar, Data Exports, Reports, and Stats, Field Comment Log, File Repository), Reports (Survey Status and Consent Status), and Help & Information (Help & FAQ, Video Tutorials, Suggest a New Feature). The main content area is titled 'GPC Breast Cancer Survey Tracker' and includes an 'Actions' menu with 'Download PDF of instrument(s)'. A video link 'VIDEO: Basic data entry' is also present. The form is for 'Consent Declined Study Coordinator' and is currently editing an existing record with Study ID 'TEST'. The form fields are: 'Survey Declined?' (radio buttons for Yes/No, * must provide value, reset), 'Consent Declined' (radio buttons for Yes/No, * must provide value, reset), 'Consent Future Use Declined' (radio buttons for Yes/No, * must provide value, reset), and 'Remove from all future research at site' (radio buttons for Yes/No, reset). Below these is a 'Form Status' section with a 'Complete?' dropdown menu set to 'Incomplete'. At the bottom of the form are buttons for 'Save Record', 'Save and Continue', 'Save and go to Next Form', and '-- Cancel --'. A tooltip in the top right corner highlights the 'Save Record' button and its sub-options.

REDCap™

Logged in as **danielle-riley**
Log out

My Projects
Project Home
Project Setup
Project status: **Production**

Data Collection

Record Status Dashboard
Add / Edit Records

Study ID TEST [Select other record](#)

Data Collection Instruments:

- Patient Info
- Parcel Status
- Study Contacts
- **Consent Declined Study Coordinator**
- Reportable Events
- Survey Status
- Consent Status Medical Record
- Consent Status Future

Applications

- Calendar
- Data Exports, Reports, and Stats
- Field Comment Log
- File Repository

Reports

1) Survey Status and Consent Status

Help & Information

- Help & FAQ
- Video Tutorials
- ★ Suggest a New Feature

If you are experiencing problems, please contact your [REDCap administrator](#).

GPC Breast Cancer Survey Tracker

Actions: [Download PDF of instrument\(s\)](#)

[VIDEO: Basic data entry](#)

Consent Declined Study Coordinator

[Editing existing Study ID TEST](#)

Study ID	TEST
Survey Declined? <small>* must provide value</small>	<input type="radio"/> Yes <input type="radio"/> No <small>reset</small>
Consent Declined <small>* must provide value</small>	<input type="radio"/> Yes <input type="radio"/> No <small>reset</small>
Consent Future Use Declined <small>* must provide value</small>	<input type="radio"/> Yes <input type="radio"/> No <small>reset</small>
Remove from all future research at site	<input type="radio"/> Yes <input type="radio"/> No <small>reset</small>

Form Status

Complete? reset

Save Record
Save and Continue
Save and go to Next Form

-- Cancel --

13. Reportable Events

Form to be completed by Site Coordinator/Staff if they become aware of a reportable event. Can also be completed by University of Iowa staff if they become aware of a reportable event.

Form if reportable event 'type a' occurs.

The screenshot shows the REDCap interface for the 'GPC Breast Cancer Survey Tracker' project. The user is logged in as 'danielle-riley'. The form is titled 'Reportable Events' and is for 'Study ID TEST'. It contains several sections: 1. Reportable Event type (with radio button options a, b, c, and d), 2. Description of reportable event (with a text area), 3. Start date of occurrence (with a date picker), 4. End date of occurrence (with a date picker), and Form Status (with a dropdown menu set to 'Incomplete'). At the bottom, there are buttons for 'Save Record', 'Save and Continue', 'Save and go to Next Form', and '-- Cancel --'. A floating 'Save Record' dialog box is visible in the top right corner.

REDCap™

Logged in as **danielle-riley**
Log out

My Projects
Project Home
Project Setup
Project status: **Production**

Data Collection

Record Status Dashboard
Add / Edit Records

Study ID TEST [Select other record](#)

Data Collection Instruments:

- Patient Info
- Parcel Status
- Study Contacts
- Consent Declined Study Coordinator
- **Reportable Events**
- Survey Status
- Consent Status Medical Record
- Consent Status Future

Applications

- Calendar
- Data Exports, Reports, and Stats
- Field Comment Log
- File Repository

Reports

- 1) Survey Status and Consent Status

Help & Information

- Help & FAQ
- Video Tutorials
- ★ Suggest a New Feature

If you are experiencing problems, please contact your [REDCap administrator](#).

GPC Breast Cancer Survey Tracker

Actions: [Download PDF of instrument\(s\)](#)

VIDEO: Basic data entry

Save Record
Save and Continue
Save and go to Next Form

Reportable Events

[Editing existing Study ID TEST](#)

Study ID: TEST

1. Reportable Event type (select a, b, c, or d below)
* must provide value

- a. Receipt of new information that may impact the willingness of subjects to participate or continue participation in the research study.
- b. An unanticipated problem involving risks to subjects or others which occurs in a subject enrolled by a UI investigator/research team member or that would impact subjects or conduct of the study at UI. (complete b.i. and b.ii.)
- c. Noncompliance with federal regulations or the requirements or determinations of the IRB. (complete c.i.)
- d. Other reportable event (provide details)

reset

2. Description of reportable event

Expand

3. Start date of occurrence

31 Today M-D-Y

4. End date of occurrence

31 Today M-D-Y

Form Status

Complete?

Save Record
Save and Continue
Save and go to Next Form

-- Cancel --

14. Reportable Events (Expanded form if reportable event 'type b' occurs)



Logged in as **danielle-riley**
[Log out](#)

[My Projects](#)
[Project Home](#)
[Project Setup](#)

Project status: **Production**

Data Collection

[Record Status Dashboard](#)
[Add / Edit Records](#)

Study ID **TEST2** [Select other record](#)

Data Collection Instruments:

[Patient Info](#)
[Parcel Status](#)
[Study Contacts](#)
[Consent Declined Study Coordinator](#)
[Reportable Events](#)
[Survey Status](#)
[Consent Status Medical Record](#)
[Consent Status Future](#)

Applications

[Calendar](#)
[Data Exports, Reports, and Stats](#)
[Field Comment Log](#)
[File Repository](#)

Reports

1) Survey Status and Consent Status

Help & Information

[Help & FAQ](#)
[Video Tutorials](#)
[Suggest a New Feature](#)

If you are experiencing problems, please contact your [REDCap administrator](#).

GPC Breast Cancer Survey Tracker

[VIDEO: Basic data entry](#)

Actions: [Download PDF of instrument\(s\)](#)

Reportable Events

➕ Adding new Study ID TEST2

Study ID TEST2

1. Reportable Event type (select a, b, c, or d below) H

* must provide value

a. Receipt of new information that may impact the willingness of subjects to participate or continue participation in the research study.

b. An unanticipated problem involving risks to subjects or others which occurs in a subject enrolled by a UI investigator/research team member or that would impact subjects or conduct of the study at UI. (complete b.i. and b.ii.)

c. Noncompliance with federal regulations or the requirements or determinations of the IRB. (complete c.i.)

d. Other reportable event (provide details) reset

b.i. How did this unanticipated problem affect the subjects? (check all that apply) H

* must provide value

Confidentiality (describe):

Privacy (describe):

Emotional or psychological well-being (describe):

Social welfare (describe):

Legal welfare (describe):

Financial welfare (describe):

Physical welfare (describe):

Other (describe):

b.ii. Did this unanticipated problem affect others associated with the subject or others associated with the research study (e.g. research team, family members of research subjects)? H

* must provide value

Yes

No reset

2. Description of reportable event H

Expand

3. Start date of occurrence H

31 Today
M-D-Y

4. End date of occurrence H

31 Today
M-D-Y

Form Status

Complete? H

Incomplete
▼

Save Record
Save and Continue
Save and go to Next Form

-- Cancel --

Save Record

[Save and Continue](#)

[Save and go to Next Form](#)

15. Reportable Events (Expanded form if reportable event 'type c' occurs)



Logged in as **danielle-riley**
Log out

My Projects
Project Home
Project Setup

Project status: **Production**

Data Collection

Record Status Dashboard
Add / Edit Records

Study ID **TEST2** [Select other record](#)

Data Collection Instruments:

- Patient Info
- Parcel Status
- Study Contacts
- Consent Declined Study Coordinator
- Reportable Events**
- Survey Status
- Consent Status Medical Record
- Consent Status Future

Applications

- Calendar
- Data Exports, Reports, and Stats
- Field Comment Log
- File Repository

Reports

- 1) Survey Status and Consent Status

Help & Information

- Help & FAQ
- Video Tutorials
- Suggest a New Feature

If you are experiencing problems, please contact your REDCap administrator.

GPC Breast Cancer Survey Tracker

[VIDEO: Basic data entry](#)

Actions: Download PDF of instrument(s) ▾

Reportable Events

➕ Adding new Study ID TEST2

Study ID TEST2

1. Reportable Event type (select a, b c, or d below) H

* must provide value

- a. Receipt of new information that may impact the willingness of subjects to participate or continue participation in the research study.
- b. An unanticipated problem involving risks to subjects or others which occurs in a subject enrolled by a UI investigator/research team member or that would impact subjects or conduct of the study at UI. (complete b.i. and b.ii.)
- c. Noncompliance with federal regulations or the requirements or determinations of the IRB. (complete c.i.)
- d. Other reportable event (provide details) reset

c.i. Did this noncompliance result in harm to the rights and/or welfare of an enrolled subject? H

* must provide value

- Yes
- No reset

2. Description of reportable event H

Expand

3. Start date of occurrence H

Today M-D-Y

4. End date of occurrence H

Today M-D-Y

Form Status

Complete? H

▾

Save Record

Save and Continue

Save and go to Next Form

-- Cancel --

Save Record

Save and Continue

Save and go to Next Form

16. Reportable Events (Expanded form if reportable event 'type d' occurs)



Logged in as **danielle-riley**
Log out

My Projects
Project Home
Project Setup
Project status: **Production**

Data Collection

Record Status Dashboard
Add / Edit Records

Study ID **TEST2** [Select other record](#)

Data Collection Instruments:

- Patient Info
- Parcel Status
- Study Contacts
- Consent Declined Study Coordinator
- Reportable Events**
- Survey Status
- Consent Status Medical Record
- Consent Status Future

Applications

- Calendar
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Help & Information

- Help & FAQ
- Video Tutorials
- Suggest a New Feature

If you are experiencing problems, please contact your REDCap administrator.

GPC Breast Cancer Survey Tracker

Actions: [Download PDF of instrument\(s\)](#)

[VIDEO: Basic data entry](#)

Reportable Events

Adding new Study ID TEST2

Study ID	TEST2
1. Reportable Event type (select a, b c, or d below)	
* must provide value	
<input type="radio"/> a. Receipt of new information that may impact the willingness of subjects to participate or continue participation in the research study.	
<input type="radio"/> b. An unanticipated problem involving risks to subjects or others which occurs in a subject enrolled by a UI investigator/research team member or that would impact subjects or conduct of the study at UI. (complete b.i. and b.ii.)	
<input type="radio"/> c. Noncompliance with federal regulations or the requirements or determinations of the IRB. (complete c.i.)	
<input checked="" type="radio"/> d. Other reportable event (provide details)	
reset	
What was the other reportable event?	<input type="text"/>
* must provide value	
2. Description of reportable event	<div style="border: 1px solid gray; height: 100px;"></div>
Expand	
3. Start date of occurrence	<input type="text"/> <input type="button" value="Today"/> M-D-Y
4. End date of occurrence	<input type="text"/> <input type="button" value="Today"/> M-D-Y
Form Status	
Complete?	<input type="text" value="Incomplete"/>
<input type="button" value="Save Record"/>	
<input type="button" value="Save and Continue"/>	
<input type="button" value="Save and go to Next Form"/>	
<input type="button" value="-- Cancel --"/>	

Save Record
Save and Continue
Save and go to Next Form

17. Survey Status

Form to be completed by University of Iowa staff if survey is returned, either complete or blank, or they are contacted saying the subject is deceased or does not have breast cancer.



Logged in as **danielle-riley**
Log out

My Projects
Project Home
Project Setup
Project status: **Production**

Data Collection

- Record Status Dashboard
- Add / Edit Records

Study ID **TEST** [Select other record](#)

Data Collection Instruments:

- Patient Info
- Parcel Status
- Study Contacts
- Consent Declined Study Coordinator
- Reportable Events
- Survey Status**
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GPC Breast Cancer Survey Tracker

Actions: [Download PDF of instrument\(s\)](#)

[VIDEO: Basic data entry](#)

Save Record
Save and Continue
Save and go to Next Form

Survey Status

[Editing existing Study ID TEST](#)

Study ID	TEST
Survey Status <small>* must provide value</small>	<input type="radio"/> Not received (default value) <input type="radio"/> Complete <input type="radio"/> Deceased <input type="radio"/> Declined - survey not enclosed <input type="radio"/> Declined - survey returned blank <input type="radio"/> Declined - does not have breast cancer reset
Status Date <small>* must provide value</small>	<input type="text" value=""/> Today M-D-Y
Comments	<div style="border: 1px solid #ccc; height: 80px;"></div> Expand
Returned Cash or Gift Card	<input type="checkbox"/> Yes
Form Status	
Complete?	<input type="text" value="Incomplete"/> ▼
	Save Record Save and Continue Save and go to Next Form
	-- Cancel --

18. Survey Status (Expanded form if 'Deceased' or any 'Declined')



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Project status: **Production**

Data Collection

[Record Status Dashboard](#)
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Study ID TEST [Select other record](#)

Data Collection Instruments:

- Patient Info
- Parcel Status
- Study Contacts
- Consent Declined Study Coordinator
- Reportable Events
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Survey Status

Editing existing Study ID TEST

Study ID	TEST
Survey Status <small>* must provide value</small>	<input type="radio"/> Not received (default value) <input type="radio"/> Complete <input checked="" type="radio"/> Deceased <input type="radio"/> Declined - survey not enclosed <input type="radio"/> Declined - survey returned blank <input type="radio"/> Declined - does not have breast cancer <small>reset</small>
Who reported the status? <small>* must provide value</small>	<input type="radio"/> Patient / none specified <input type="radio"/> Health care provider <input type="radio"/> Patient relative / friend/other proxy <input type="radio"/> Research team <input type="radio"/> Other <small>reset</small>
How was the status reported? <small>* must provide value</small>	<input type="radio"/> Business reply envelope <input type="radio"/> Phone call/message <input type="radio"/> Other envelope / ground mail <input type="radio"/> Email <input type="radio"/> Internet search <input type="radio"/> Other mode <small>reset</small>
Comments related to deceased/declined status	<div style="border: 1px solid #ccc; height: 40px; width: 100%;"></div> <div style="text-align: right;"><small>Expand</small></div>
Status Date <small>* must provide value</small>	<div style="display: flex; align-items: center;"> <input style="width: 80px;" type="text"/> <div style="margin-left: 5px;"> <input type="button" value="Today"/> </div> <div style="margin-left: 5px;">M-D-Y</div> </div>
Comments	<div style="border: 1px solid #ccc; height: 40px; width: 100%;"></div> <div style="text-align: right;"><small>Expand</small></div>
Returned Cash or Gift Card	<input type="checkbox"/> Yes
Form Status	
Complete?	<div style="border: 1px solid #ccc; padding: 2px; display: inline-block;"> Incomplete ▼ </div>

Save Record

19. Consent Status Medical Record

Form to be completed by University of Iowa staff if Informed Consent document is returned or they are contacted and told by subject that they decline the Medical Record portion of the study.

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My Projects
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Project Setup
Project status: **Production**

Data Collection

- Record Status Dashboard
- Add / Edit Records

Study ID **TEST** [Select other record](#)

Data Collection Instruments:

- Patient Info
- Parcel Status
- Study Contacts
- Consent Declined Study Coordinator
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GPC Breast Cancer Survey Tracker

Actions: [Download PDF of instrument\(s\)](#)

[VIDEO: Basic data entry](#)

Save Record
Save and Continue
Save and go to Next Form

Editing existing Study ID **TEST**

Study ID: TEST
Study Coordinator: _____

Medical Record Consent Status * must provide value

Not returned
 Returned - Blank
 Returned - Information Provided
 Declined

Consent Status Date * must provide value

Today M-D-Y

Comments

Form Status

Complete? Save Record Save and Continue Save and go to Next Form -- Cancel --

20. Consent Status Medical Record (Expanded form if 'Returned-Information Provided')



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My Projects

- [Project Home](#)
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Project status: **Production**

Data Collection

- [Record Status Dashboard](#)
- [Add / Edit Records](#)

Study ID **TEST2** [Select other record](#)

Data Collection Instruments:

- [Patient Info](#)
- [Parcel Status](#)
- [Study Contacts](#)
- [Consent Declined Study Coordinator](#)
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[VIDEO: Basic data entry](#)

Actions: [Download PDF of instrument\(s\)](#)

Consent Status Medical Record

+ Adding new Study ID TEST2

Study ID	TEST2
Study Coordinator:	_____
Medical Record Consent Status <small>* must provide value</small>	<input type="radio"/> Not returned <input type="radio"/> Returned - Blank <input checked="" type="radio"/> Returned - Information Provided <input type="radio"/> Declined
Consent Signed? <small>* must provide value</small>	<input type="radio"/> Yes <input type="radio"/> No
Consent Dated? <small>* must provide value</small>	<input type="radio"/> Yes <input type="radio"/> No
Consent Status Date <small>* must provide value</small>	<input type="text" value=""/> <input type="button" value="31"/> Today M-D-Y
Comments	<div style="border: 1px solid #ccc; height: 80px; width: 100%;"></div> <p style="text-align: right; font-size: small;">Expand</p>
Form Status	
Complete?	<input type="button" value="Save Record"/> <input type="button" value="Save and Continue"/> <input type="button" value="Save and go to Next Form"/> <input type="button" value="-- Cancel --"/>

Save Record

21. Consent Status Future

Form to be completed by University of Iowa staff if Medical Record Consent document is returned or they are contacted and told by subject that they decline the use of their data from the study for future research.



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Project status: **Production**

Data Collection

- Record Status Dashboard
- Add / Edit Records

Study ID **TEST** [Select other record](#)

Data Collection Instruments:

- Patient Info
- Parcel Status
- Study Contacts
- Consent Declined Study Coordinator
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GPC Breast Cancer Survey Tracker

VIDEO: [Basic data entry](#)

Actions: [Download PDF of instrument\(s\)](#)

Consent Status Future

[Editing existing Study ID TEST](#)

Study ID	TEST
Study Coordinator:	_____
Future Use Consent Status <small>* must provide value</small>	<input type="radio"/> Not returned <input type="radio"/> Returned - Blank <input type="radio"/> Returned - Information Provided <input type="radio"/> Declined
Consent Status Date <small>* must provide value</small>	<input type="text"/> Today M-D-Y
Comments	<div style="border: 1px solid #ccc; height: 100px;"></div>
Form Status	
Complete?	<input type="text" value="Incomplete"/>
	<input type="button" value="Save Record"/> <input type="button" value="Save and Continue"/>
	<input type="button" value="-- Cancel --"/>

22. Consent Status Future (Expanded form if 'Returned-Information Provided')



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Project status: **Production**

Data Collection

- [Record Status Dashboard](#)
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Study ID **TEST2** [Select other record](#)

Data Collection Instruments:

- [Patient Info](#)
- [Parcel Status](#)
- [Study Contacts](#)
- [Consent Declined Study Coordinator](#)
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GPC Breast Cancer Survey Tracker



Actions: [Download PDF of instrument\(s\)](#)

Consent Status Future

➕ Adding new Study ID TEST2

Study ID: TEST2

Study Coordinator: _____

Future Use Consent Status Not returned

Returned - Blank Returned - Information Provided

Declined Declined

* must provide value [reset](#)

Patient response to: "I agree that information from this study that does not identify me and can be used for research in the future." [H](#)

* must provide value [H](#)

Yes No [reset](#)

Patient response to: "I am willing to have my name and contact information given to researchers who might want to contact me about future studies." [H](#)

* must provide value [H](#)

Yes No [reset](#)

Consent Signed? [H](#)

* must provide value [H](#)

Yes No [reset](#)

Consent Dated? [H](#)

* must provide value [H](#)

Yes No [reset](#)

Consent Status Date [H](#)

* must provide value [H](#)

[Today](#) M-D-Y

Comments [H](#)

[Expand](#)

Form Status

Complete? [H](#)

[H](#)

Save Record

Save and Continue

[-- Cancel --](#)

Save Record

Save and Continue