

Statistical Center for HIV/AIDS Research and Prevention

# SCHARP

at FRED HUTCH



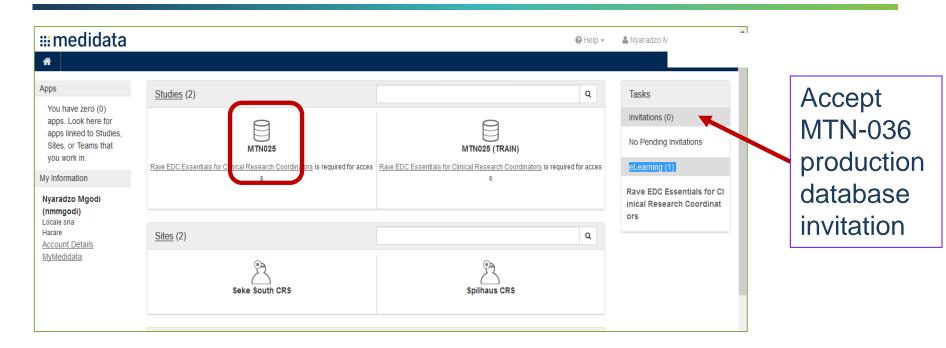


#### **Presentation Overview**

- Medidata Navigation, Functionality, and Features
- Query management
- SCHARP Data Reviews and PPD monitoring in Rave
- Study-specific considerations in Rave
- Resources



# **Rave Navigation**



Once in the iMedidata Portal, select the MTN 036 study. Do Not select the MTN 036 TRAIN study.

 e-Learnings are located on the right side under the "Task" pane.



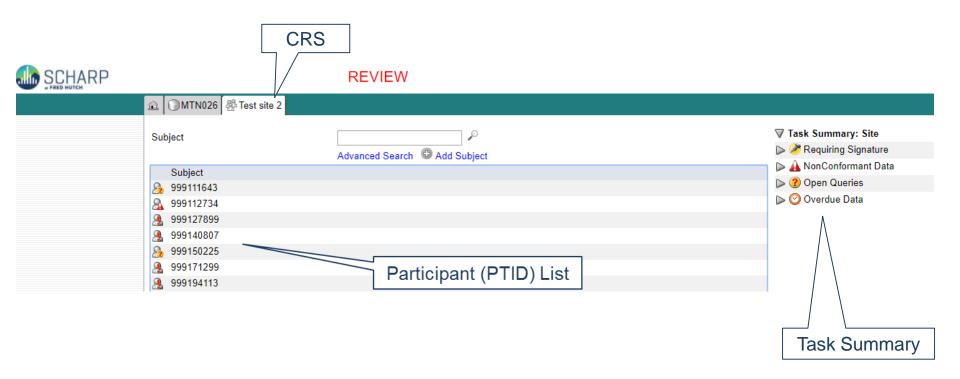
# **Rave Navigation**

Once the MTN-036 Production database is selected, you may be prompted to select your Role before your home page displays.

SCHARP SCHARP	
	Role Selection
	Please select a role from the list below.
	Clinical Research Coordinator 🗸
	Continue

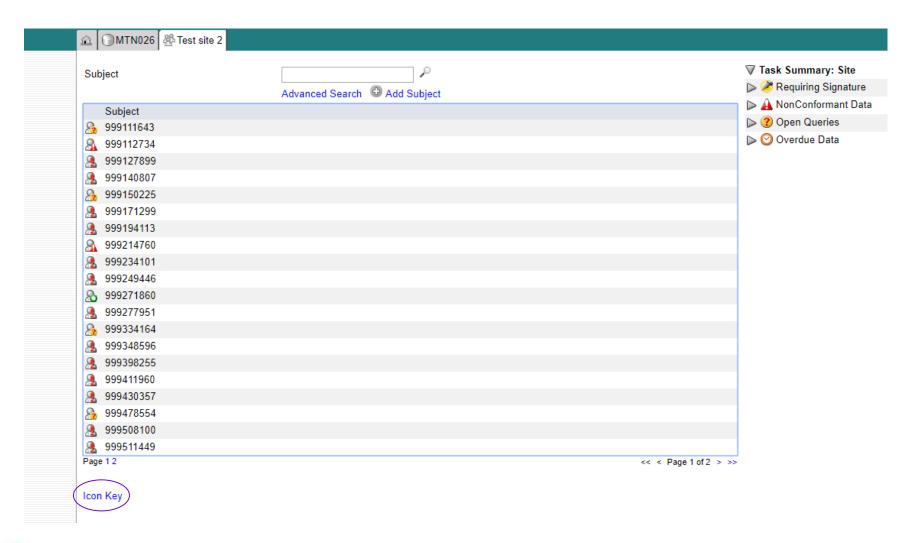


# Rave Navigation: Site Home Page





#### **Icons within Rave**





## **Data Entry Icons**

#### Data Entry I cons

Most users may see the following icons on forms:



Data has not been entered/submitted.



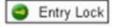
Data has been entered/submitted.



 Invalid data. Data will also be highlighted when it is not conformant.



A query is open on the data.



Prohibits any changes to the data.



Prevents any changes to the data, including markings, sticky notes, etc.



#### eCRF Workflow within Rave



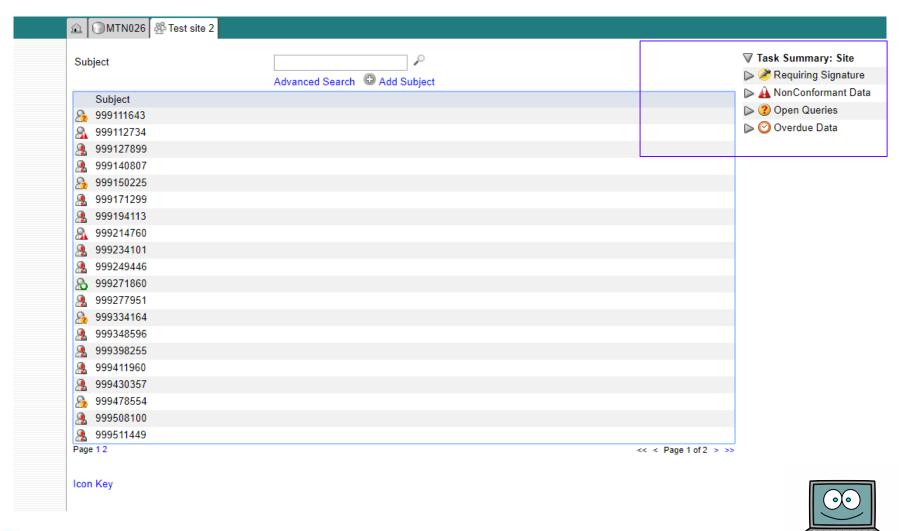


# **Task Summary**

- Shows any pending tasks associated with the study based on user role
- Pending tasks are items needing prompt attention:
  - Requiring signatures
  - Non-conformant data
  - Open queries
  - Overdue data
- Site and Participant level



# **Task Summary: Site Level**





www.imedidata.com

# **Participant Grid View**

#### The Participant Grid View:

- Displays participant folders and forms in a grid format
- Provides the status of specific forms
- Allows authorized Rave users to quickly perform activities such a freeze, sign-off, verify, and sign-off on multiple forms
  - E.g., Investigator role can quickly sign-off on multiple eCRFs for a given participant at the same time





# Participant Grid View – Investigator Role

- Electronic form sign-off by the Site Investigator (IoR) to verify the completeness and accuracy of the study data should occur after all queries have been resolved on the form and prior to database lock as the study approaches close out and completion.
- □ To maximize efficiency, please hold off on providing Investigator sign-off for a participant casebook until instructed by SCHARP CDM(s).
  - Site Investigator sign off of a form or a participant casebook should **not** be completed until *after* data review by a PPD monitor or by a SCHARP Data Manager and all queries are resolved.





# **Query Management within Rave**

Data, clinical and coding queries are applied, reviewed, answered, and resolved within the Rave database.

There are two main types of queries applied to eCRFs within Rave:

#### **System Queries**



Automatically generated by Rave EDC when a page is saved with data that is missing (left blank) or when a data point does not conform to a pre-specific edit check.

#### Manual Queries



Opened by a SCHARP Data Manager, Clinical Coder, or PPD Monitor upon manual review of the data for clarification on or correction to a specific item



# Philosophy of Query Management/ Data Cleaning and Evaluation

- Goal of system queries generated within EDC to is provide real time feedback and ensure clean data at point of data entry.
- Screening system queries will be applied to Enrolled participants at the time of Enrollment (as documented on the Eligibility Criteria CRF)
- Screening CRFs for screened-out participants will not undergo QC review with the exception of the Eligibility Criteria CRF

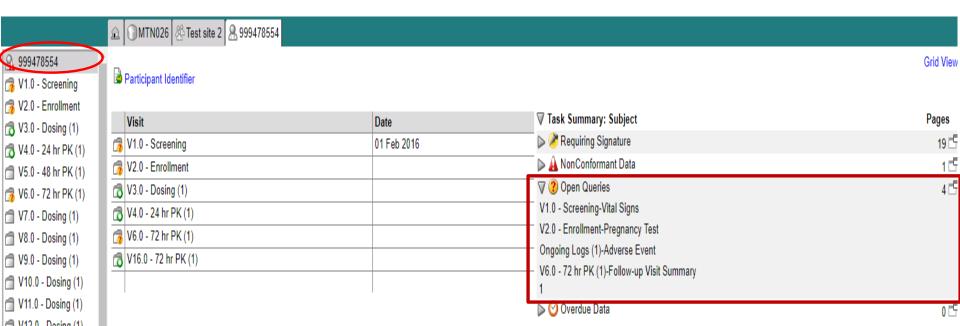


# **Query Management within Rave**

Use the Task Summary to identify open queries for all participants at your site or for a given participant.

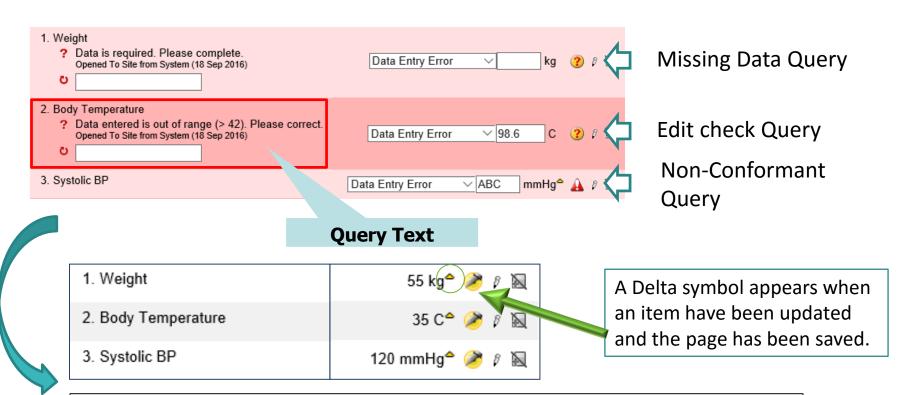
Participants, forms and fields with outstanding queries applied will be designated with the "Query Open" icon - ?





# **Resolving Queries within Rave**

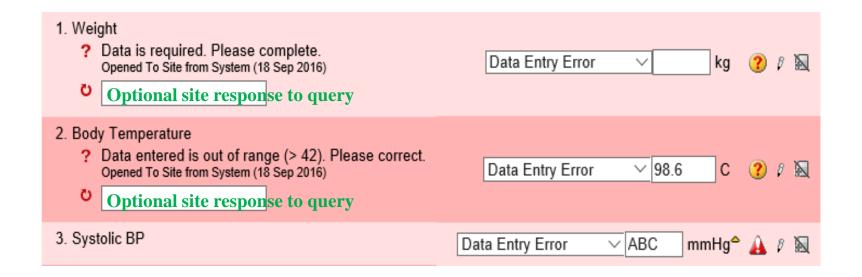
#### Examples of System Queries:



Once you make the correction and save the page the line is no longer pink and the query icon goes away.



# **Resolving Queries within Rave**



NOTE: An **OPTIONAL** text field is provided beneath a system query text to document clarifying information regarding the data point or to request additional guidance from SCHARP on query resolution.



#### **Field Audit Trail**

- All changes that have made to a specific item on an eCRF can be viewed via the audit trail
- To access an item's audit trail, navigate to the completed form and click the data status icon.

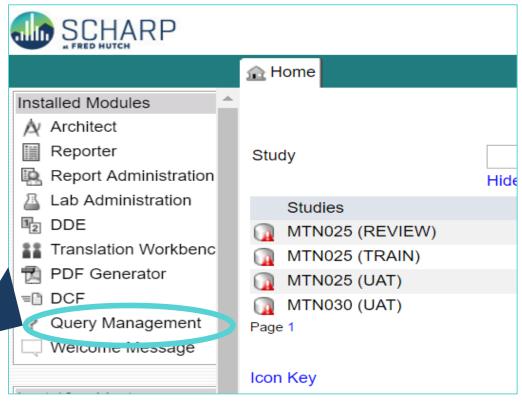
Data Point - Were any new adverse events (AEs) reported at this visit?		
Parent: Record - Follow-up Visit Summary		
Siblings: Data Point - Were any new adverse events (AEs) reported at this visit? ▼		
Audit	User	Time
Query 'This item indicates that an AE was reported at this visit, however, no AE log form has been completed for this participant. Please review this item and update as applicable.' answered with 'A corresponding AE log page has been complete for this participant.' (Site from DM).	Richard Berman (1122 - r9berman3)	22 Aug 2017 12:00:29
User opened query 'This item indicates that an AE was reported at this visit, however, no AE log form has been completed for this participant. Please review this item and update as applicable.' (Site from DM).	Richard Berman (1121 - r9berman2)	22 Aug 2017 11:56:37
Comment added 'If "yes", please complete Adverse Event Log in Ongoing Logs folder.'.	System	22 Aug 2017 11:53:41
User entered 'Yes (Y)'	Richard Berman (1122 - r9berman3)	22 Aug 2017 11:53:41

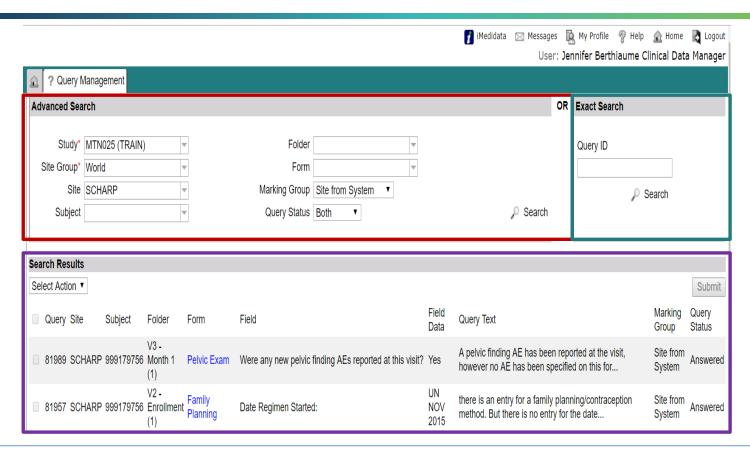
CRF Version 501 - Page Generated: 22 Aug 2017 12:05:17 Pacific Daylight Time



The Query Management module is a tool that allows you to search, view, and answer queries that have been placed by SCHARP and the system for your site.

Access the RAVE
Query Management
module from the
Installed Modules
sidebar on your
Medidata homepage





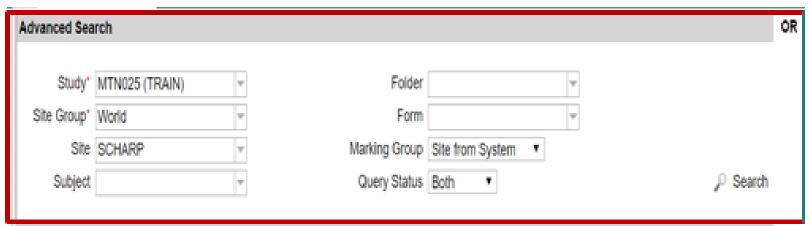
The module screen is divided into three sections: the Advanced Search, Exact Search, and Search Results panels.



The Advanced Search panel can be used to search for all queries by:

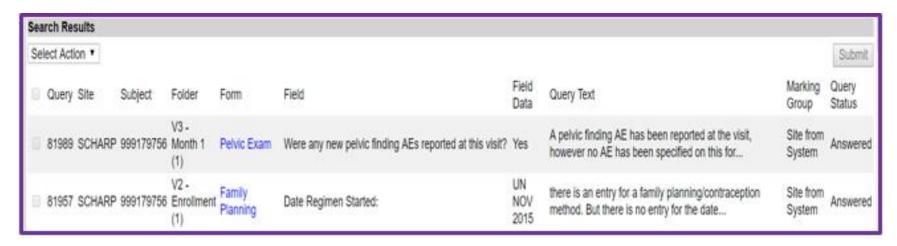
- Study\*
- Site\*
- Specific form or folder
- Marking Group (site from system, site from DM, etc.)
- Query status (Answered, Open, or Both)

\*Note that the study and the site group must be specified to perform a search.





- The Search Results panel returns all queries that match the parameters specified in the Advanced Search panel.
- Using this panel, one or more queries can be selected to perform certain actions.
- The first column, "Query", indicates the unique ID assigned to each query generated in the database
- The "Field Data" provides the data value entered for that field or item

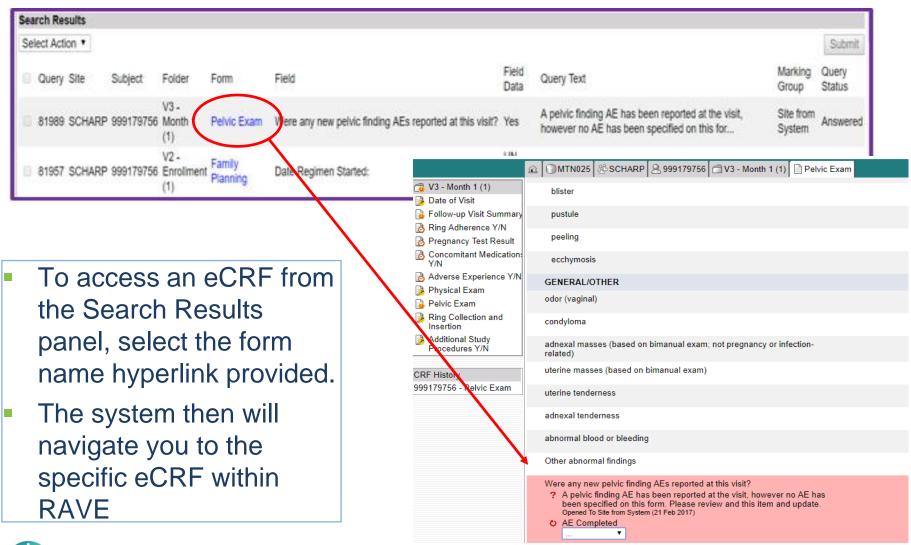




 If the search returns multiple pages of results, pagination links are located in the bottom-left corner of the search results. Click a page to go to that specific page.

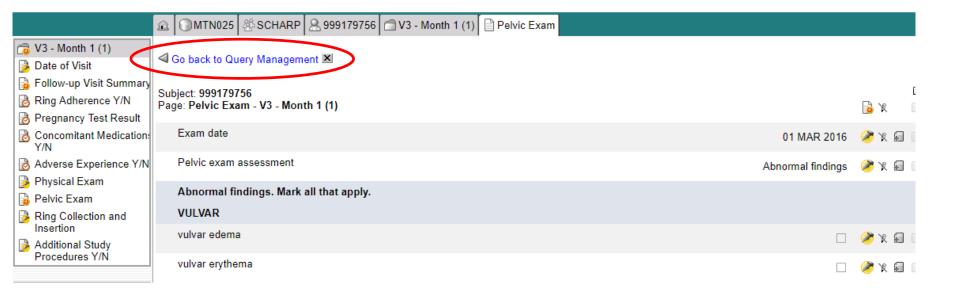
□ <b>7</b> 4	4113 SCHARP 99927434	Screening (1) Demog	graphics	A television	Data is required. Please complete.	System	Open
_ 74	4116 SCHARP 99927434:	V1 - Screening (1) Demog	graphics	A refrigerator	Data is required. Please complete.	Site from System	Open
_ 74	4119 SCHARP 99927434:	V1 - Screening (1) Demog	graphics	A bed	Data is required. Please complete.	Site from System	Open
_ 74	4101 SCHARP 99927434:	V1 - Screening (1) Demog	graphics	Ethnic group or tribe	Data is required. Please complete.	Site from System	Open
_ 74	4103 SCHARP 99927434:	V1 - Screening (1) Demog	graphics	Number of cigarettes per day	Data is required. Please complete.	Site from System	Open
74	4107 SCHARP 99927434:	V1 - Screening (1) Demog	graphics	Did the participant become pregnant since the end of ASPIRE?	Data is required. Please complete.	Site from System	Open
	4110 SCHARP 99927434			Electricity or solar panels	Data is required. Please complete.	Site from System	Open
<b>7</b> 4	4112 SCHARP 99927434:	V1 - Screening (1) Demog	graphics	A cassette player	Data is required. Please complete.	Site from System	Open
	45678910						







Once a query has been addressed, you can return to the Query Management module by clicking the "Go back to Query Management" Link and continue addressing queries.

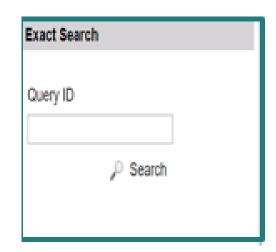




 The Exact Search panel allows users to search for a single, specific query using the query ID.

 To conduct an exact search, you must enter the complete Query ID in order to return the query

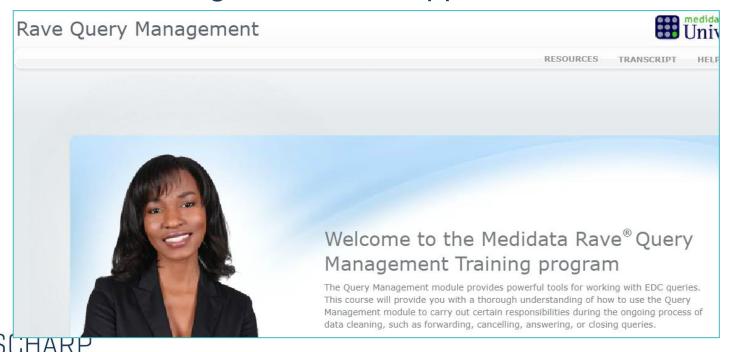
 The query matching the ID that you have search for is displayed in the Search Results panel





#### **RAVE Query Management eLearning**

- Complete the RAVE Query Management eLearning assigned to you as this training will provide you with additional tips for resolving queries using this module
- This eLearning should take approx. 25 minutes



# MTN-036 Routine Study Reports

- Rave reports
  - Query Detail
  - Query Summary
  - Page Status Comprehensive
  - Productivity
- Emailed Report
  - LDMS Specimen Monitoring

#### ATLAS Reports

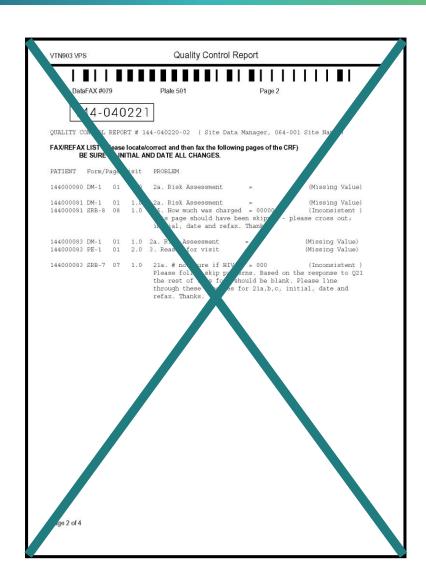
#### Screen Out

- Enrollment
- Retention Report/Graph
- Visit Adherence (Procedures Completion)
- Missed Visit Summary Report
- Missed Visit Site Listings
- Data Management Quality (DMQ) Report
- Data Summary Report
- CASI



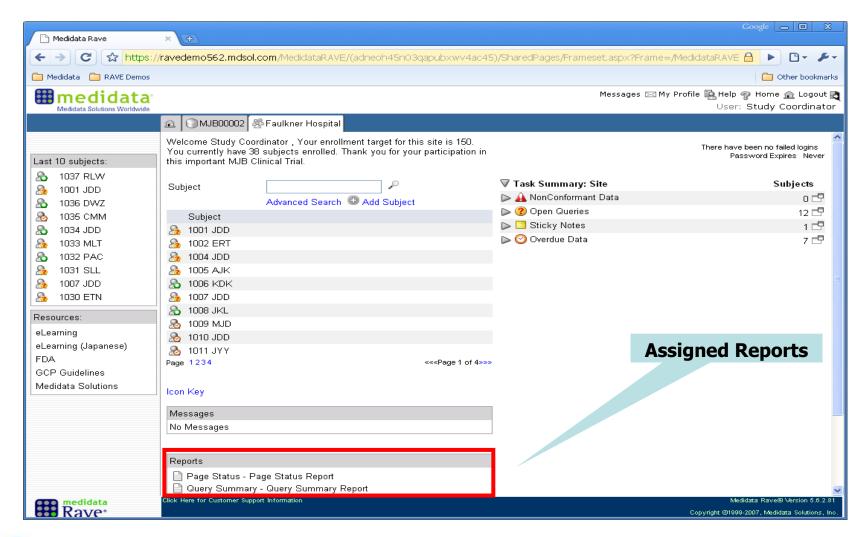
# **Rave Query Reports**

QC Reports
will no longer
be sent via
email to each
study site once
a month for
site review.





# **Rave Reports**





#### **Data Metric Tools in Rave**

# Data queries report (by site)

#### Query Details Report for MTN030 - REVIEW

15 Mar 2017

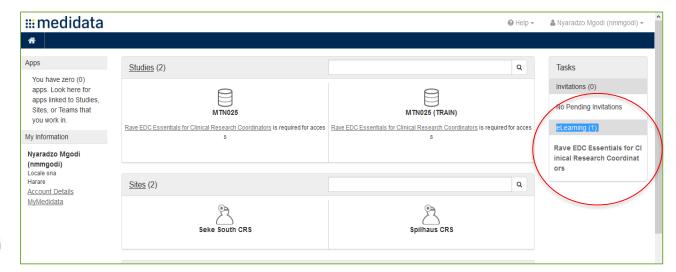
Subject	Folder	Form	Field	Log #	Query Status	Qry Open Date	Qry Open By	Query Text	Marking Gr. Name	Qry Respon Date	Response Text	Qry Respnd ed	Qry Resolv edDate	Qry ResolvedBy
999251834	Pharmacy	Pharmacy Dispensation	DASTDTC1	0	Open	10 Mar 2017	System	Data entered is non-conformant. Please correct.	Site from System					
999180741	Discontinu ations	Treatment Discontinuati on	DSTRTYN	0	Open	13 Mar 2017	System	Data is required. Please complete.	Site from System					
999169075	Ongoing Logs	Protocol Deviation Log	DVDAIDS	1	Open	10 Feb 2017	System	Data is required. Please complete.	Site from System					
999169075	Ongoing Logs	Protocol Deviation Log	DVIRB	1	Open	10 Feb 2017	System	Data is required. Please complete.	Site from System					
999169075	Ongoing Logs	Protocol Deviation Log	DVPLNADRES	1	Open	10 Feb 2017	System	Data is required. Please complete.	Site from System					
999169075	Ongoing Logs	Protocol Deviation Log	DVPLNPRVNT	1	Open	10 Feb 2017	System	Data is required. Please complete.	Site from System					
999169075	Ongoing Logs	Protocol Deviation Log	DVSTDTC	1	Open	10 Feb 2017	System	Data is required. Please complete.	Site from System					
999169075	Ongoing Logs	Protocol Deviation Log	DVTERM	1	Open	10 Feb 2017	System	Data is required. Please complete.	Site from System					
999165337	V2.0 - Enrollment	Hormone Tests	LBYN10	0	Open	03 Feb 2017	System	Data is required. Please complete.	Site from System					
New Subject	Subject Level	Baseline Medical History	MHDTC	1	Open	05 Aug 2016	System	Data is required. Please complete.	Site from System					
999977087	V2 - Enrollment	Baseline Medical	MHDTC	1	Open	17 Aug 2016	System	Data is required. Please complete.	Site from System					



test2 - World

# **Medidata Rave Reports**

- Site IoR, Study Coordinator, and Data Manager will have access to these reports
- The Reporter eLearning module will automatically be added to your homepage to complete (no email is sent from iMedidata)
- Should additional data team staff members need access to the these reports, please send this request to <u>sc.medidata.acccess@scharp.org</u>





#### **SCHARP Data Reviews**

## **SCHARP Data Managers:**

- Review protocol endpoint data
- Review and resolve answered system queries
- Place, review, and resolve manual queries based on ongoing data review

#### **SCHARP CSA:**

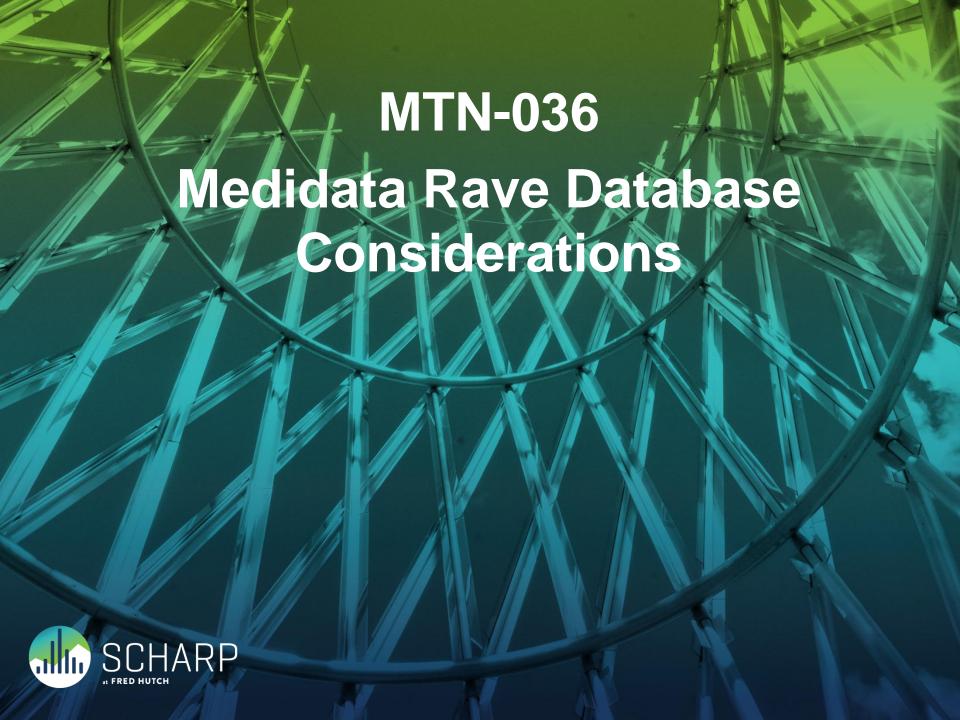
- Reviews clinical CRFs such as AE log CRFs on an ongoing basis
- Places, reviews, and resolves manual queries based on ongoing clinical data review



## PPD Monitoring - Source Data Verification (SDV)

- DAIDS, SCHARP, & PPD review Study Monitoring Plan to determine on which CRFs and fields to place SDV boxes within Rave.
- During site monitoring visits, PPD monitors use the Task Summary on the Rave homepage to identify forms required for review.
- PPD monitors use SDV boxes to document their reviews within the study database.
- PPD monitors can place manual queries for the site to review and address





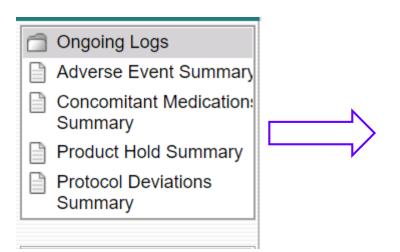
# **Ongoing Logs Folder**

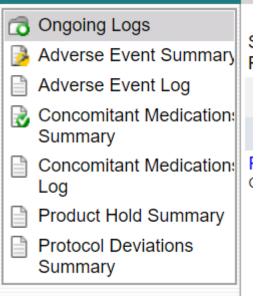
- Adverse Events Summary
- Concomitant Medications Summary
- Product Hold Summary
- Protocol Deviations Summary



# **Ongoing Logs Folder**

 Selecting 'Yes' to any of the Summary prompt questions within this folder will dynamically populate the actual form for completion.

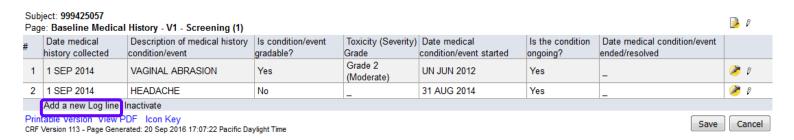






# Things to know about Log forms

# Landscape View



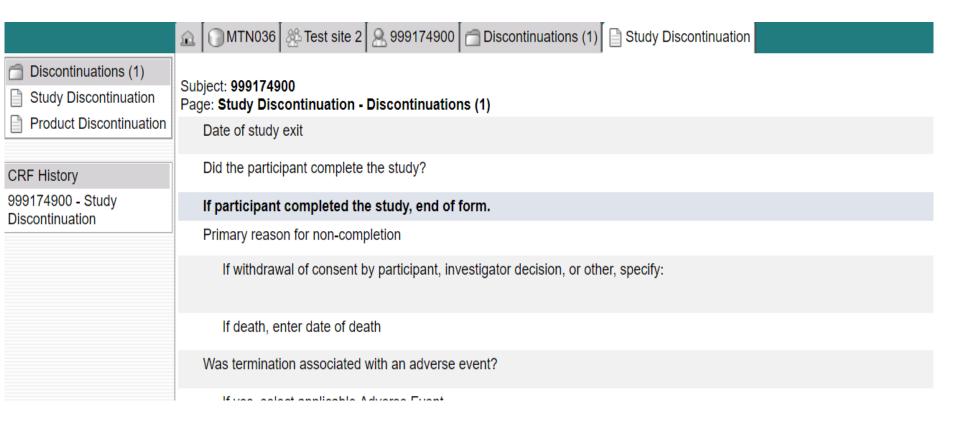
#### Portrait View







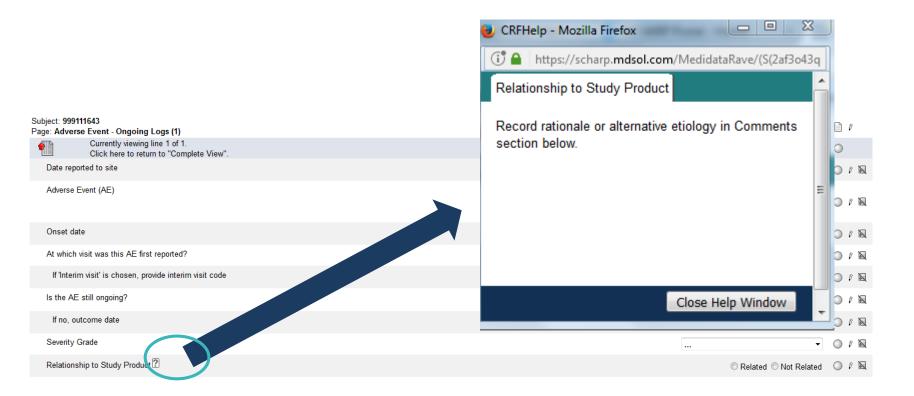
#### **Discontinuations Folder**





# **Help Text**

# Help text available for certain items on forms





# Saving Data on a Page/Leaving a Page

- Navigating away from the page before clicking the "Save" button will not save any data
- Once data has been entered and the "Save" button has been clicked, then any data entered will be saved

This page is asking you to confirm that you want to leave - data you have entered may not be saved.

Leave Page

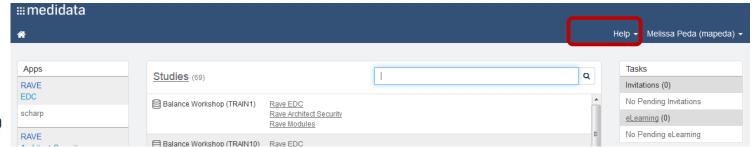
Stay on Page



#### **Resources Within Rave**

iMedidata Portal: Help menu on upper right corner provides access to these functions:

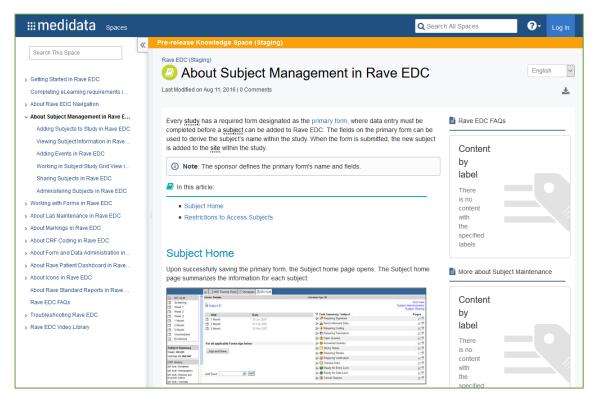
- Help On This Page Click to open Online Help for the current application page in a new tab.
- Knowledge Space Home Click to open the top level Help page in a new tab.
- Show Me Videos Click to open a new tab where you can view a short instructional video about iMedidata.
- Help center Click to open a page that allows you to view documentation and helpful tips as well as to report a problem





# **Resources: Within Rave**

Once within a study, you can click on the "Help" button on any page to access information relevant to that page.





#### MTN-036 SCHARP Resources

#### MTN website

- SSP
- Specimen Label Macros (Avery label and gram stain label)
- Visit Calendar Tool

#### MTN Atlas Portal (https://atlas.scharp.org/cpas/project/MTN/036/begin.view?)

- eCRF Medidata Rave Output
- Pelvic Exam Diagrams
- CRF Completion Guidelines (CCGs)
- Medidata Rave Materials

# Medidata Rave Materials Medidata Rave User Request Form Medidata Rave Training Manual iMedidata Access Guide Medidata Rave Start-up Information



#### Questions

Medidata related (i.e., Rave or iMedidata offline, or for password reset)

Toll-free

Direct number

1-866-MEDIDATA (633-4328)

1-973-659-6780

Toll-free fax

Direct fax

1-877-743-2350

1-973-954-5621

**Email** 

helpdesk@mdsol.com

Hours

24 hours a day, 7 days a week

For MTN-036 database questions, contact SCHARP CDM Tanya Harrell (<a href="mailto:tharrell@scharp.org">tharrell@scharp.org</a>)





# THANK YOU

