NATIONAL PERINATAL EPIDEMIOLOGY CENTRE

REDCap Training manual

Perinatal Mental Health Database

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NATIONAL PERINATAL EPIDEMIOLOGY CENTRE

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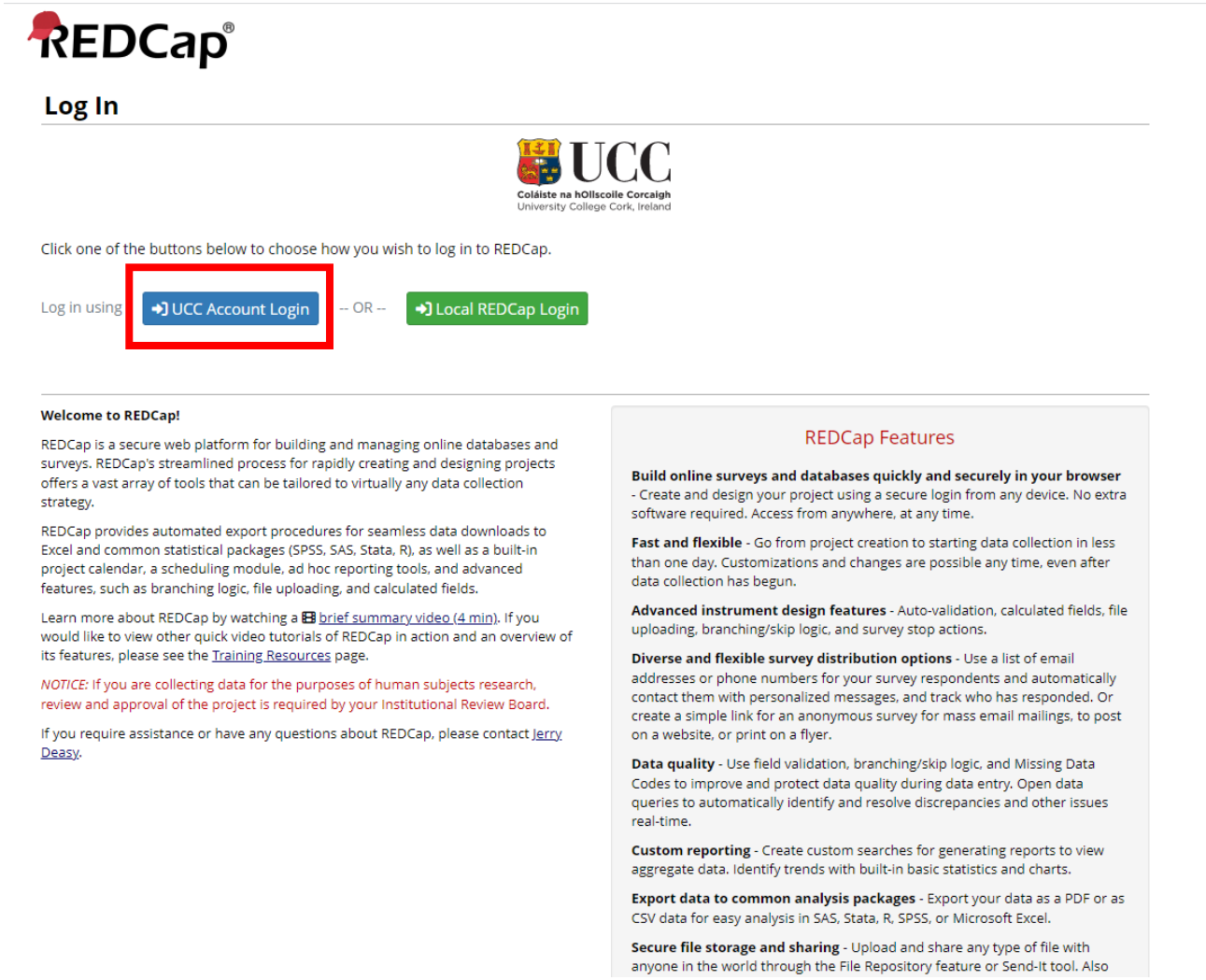
NATIONAL PERINATAL EPIDEMIOLOGY CENTRE

REDCap Logging in

Logging in

- Please access https://redcap.ucc.ie/
- Use the blue button to log in.
- Use your affiliated account and password to access REDCap.

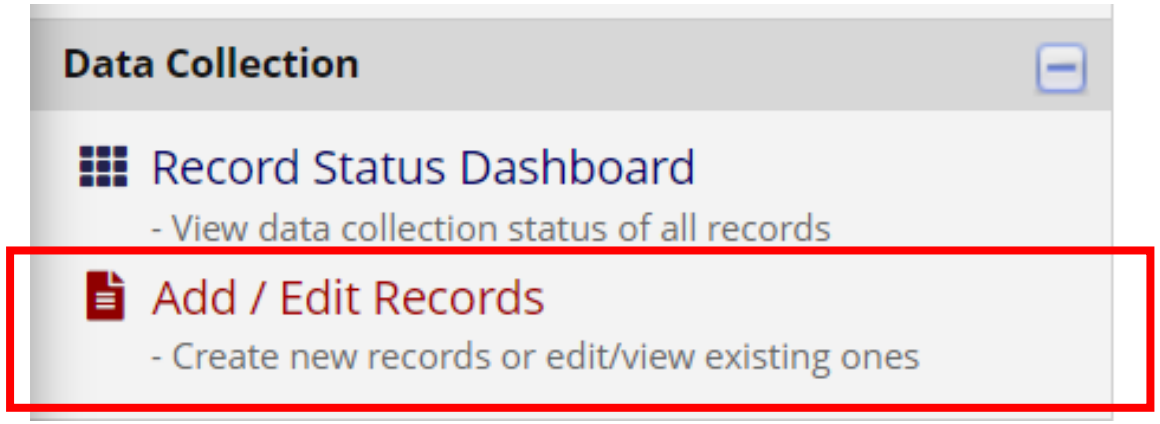


NATIONAL PERINATAL EPIDEMIOLOGY CENTRE

Redcap: Submitting individual cases

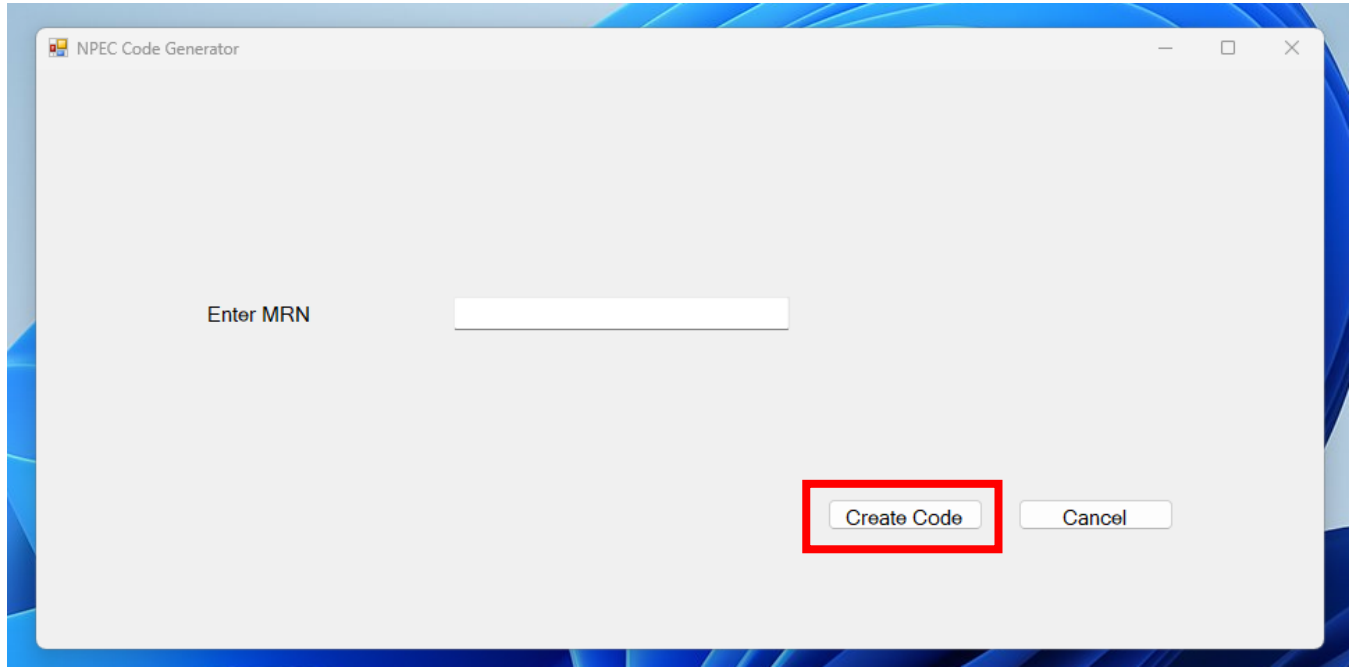
Adding a new case

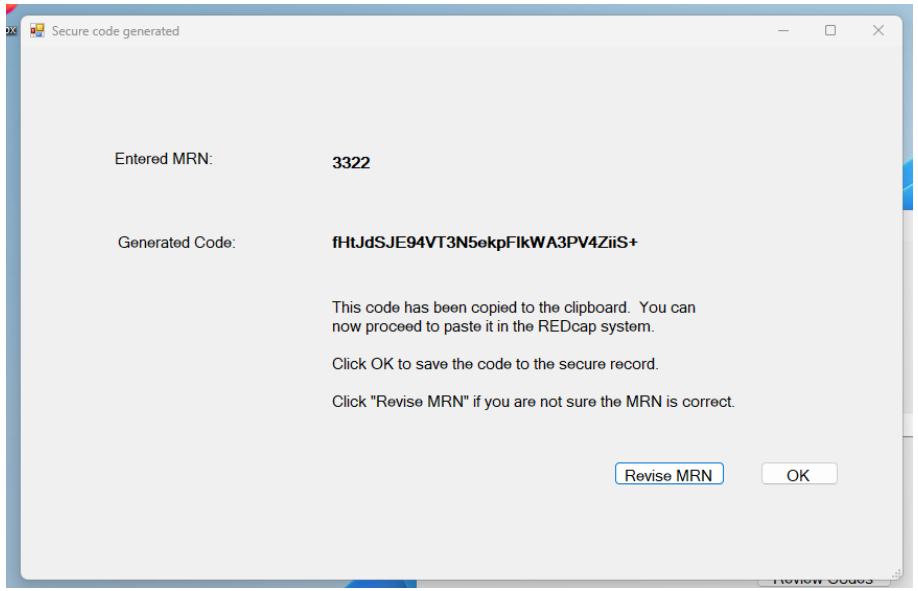
- To add a new case, click on “Add Record” on the left hand side menu and then click on the green button.



Adding a new case

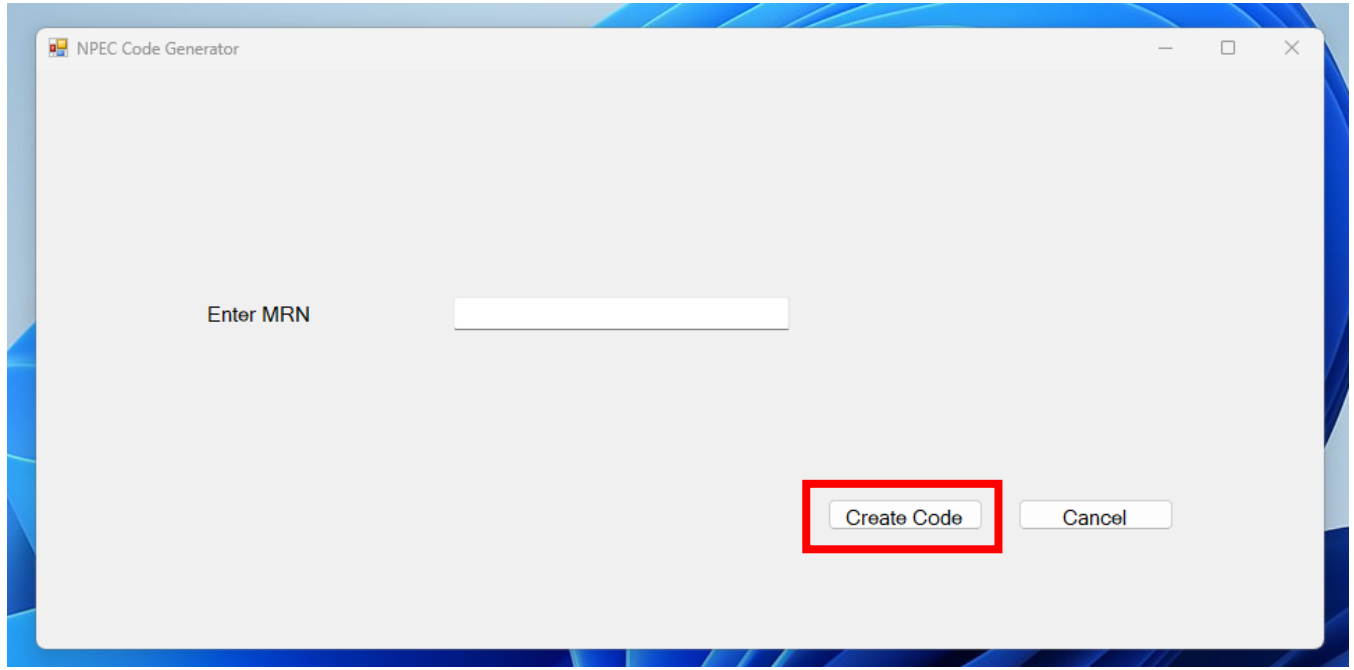
- Please now use the app provide. Enter the patient's MRN or patient identifier number and click on "Create code". The app will create an encrypted code that will be automatically copied into your clipboard.

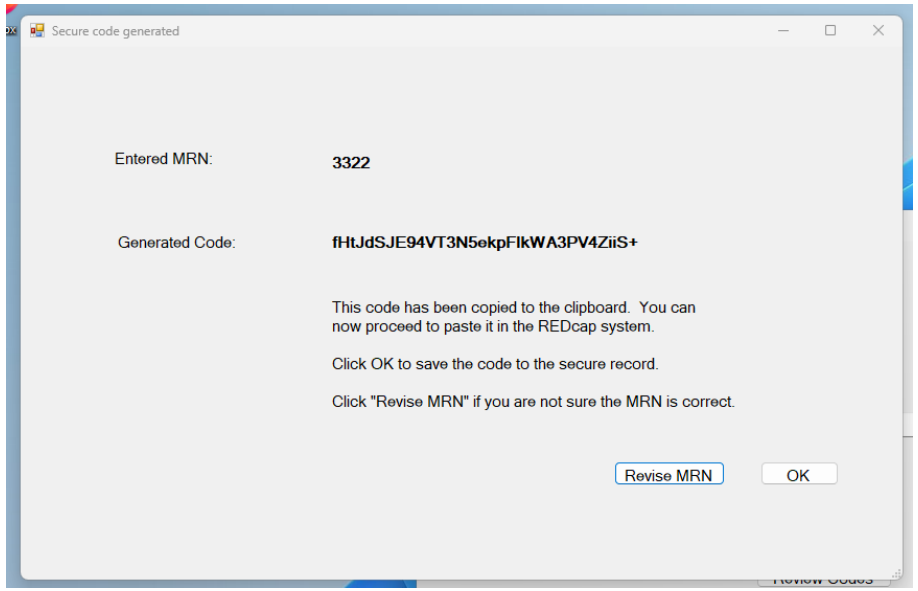




Adding a new case

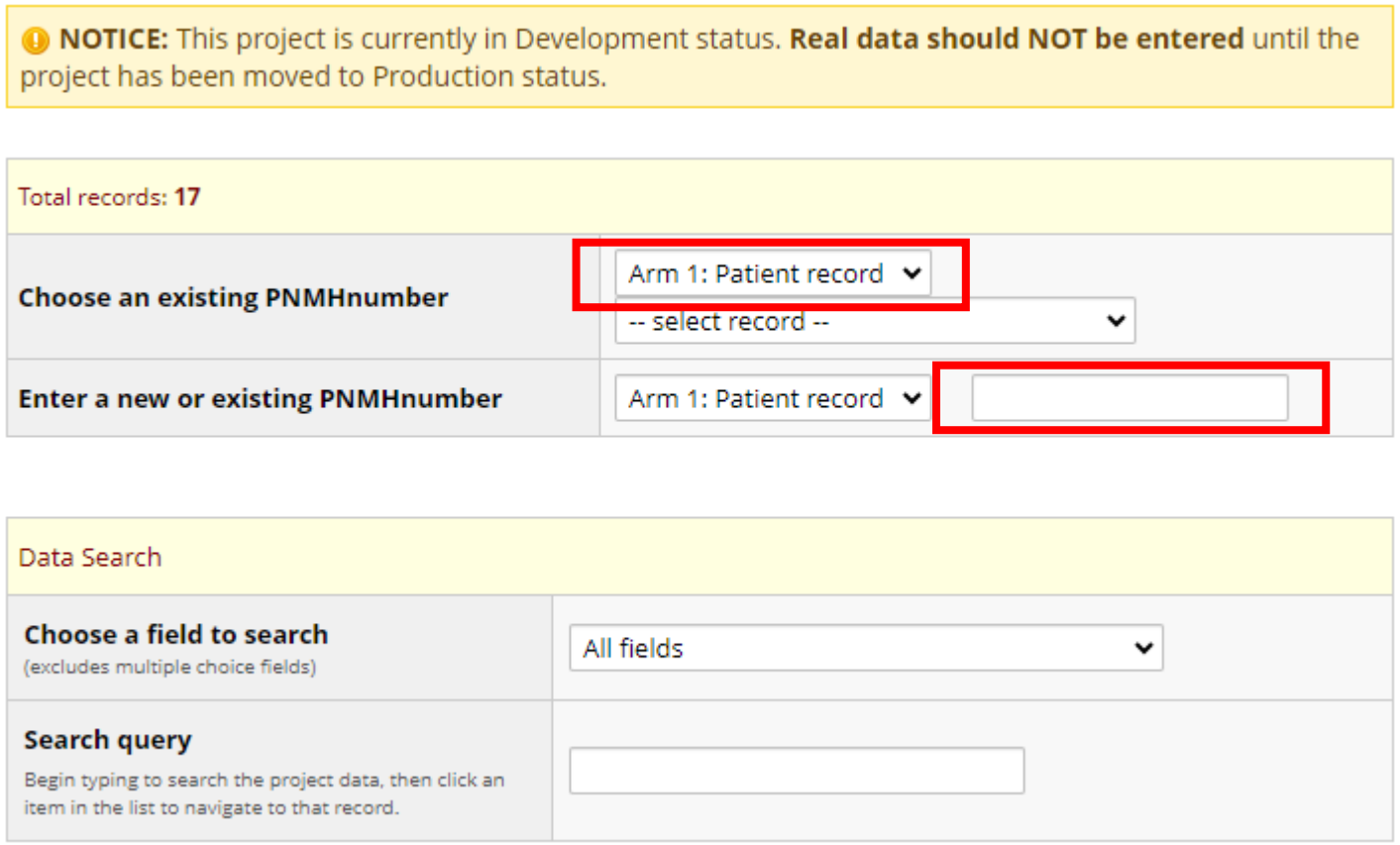
- Please now use the app provide. Enter the patient's MRN or patient identifier number and click on "Create code". The app will create an encrypted code that will be automatically copied into your clipboard.





Adding a new case

- Please paste the code into the box “Enter a new or existing PNMHnumber”. Please make sure “Arm 1: Patient Record” is selected.



Adding a new case

- A new case will be generated. Please select which form you want to fill in.

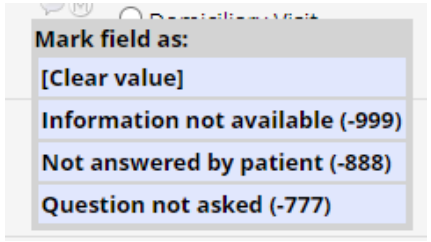
NEW PNMHnumber **NplpPGgiafr9vIFjOMRxHo4CxOUNipcL**

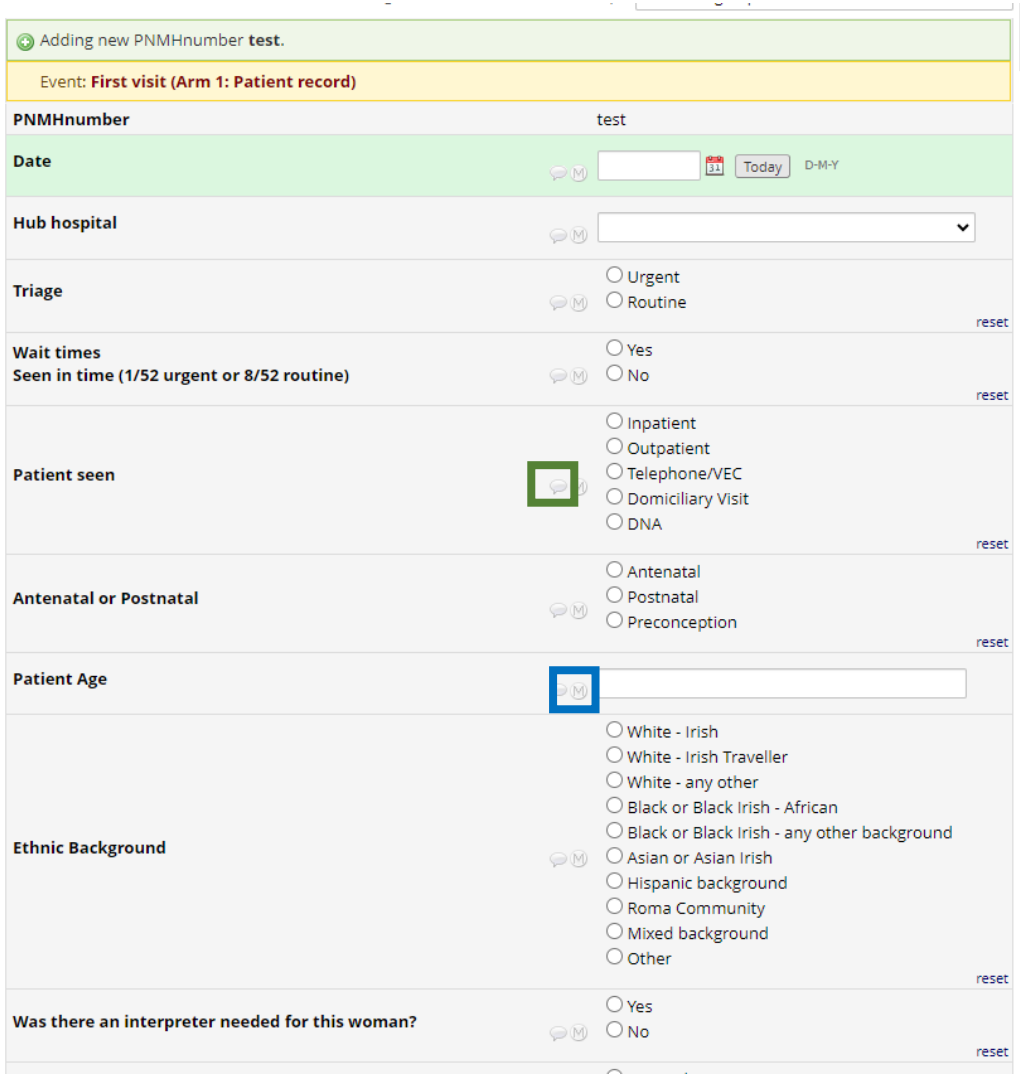
Arm 1: Patient record

Data Collection Instrument	First visit	Subsequent visits	Discharge
First Visit	○		
Subsequent Visits		○	
Discharge			○

Completing the form

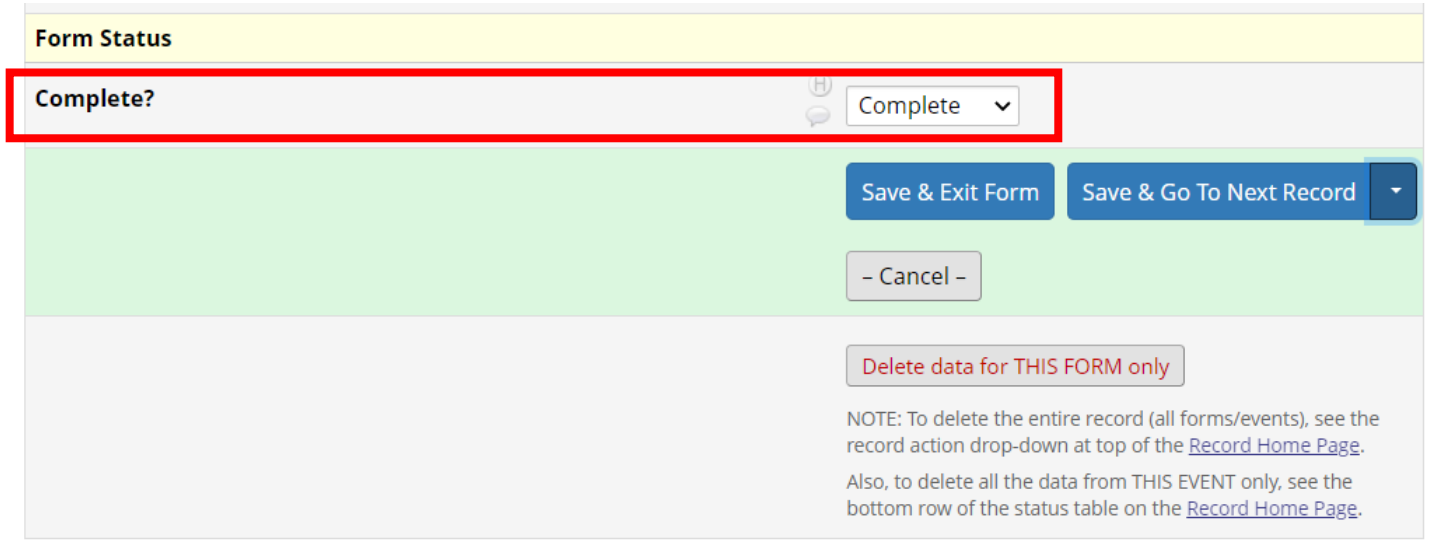
- You will then be able to fill in the form.
- If you need to leave us a comment, please use the button marked in green that appears in every question.
- If the you do not have an answer for a question, please use the “M” button marked in blue for each relevant question and select the reason.





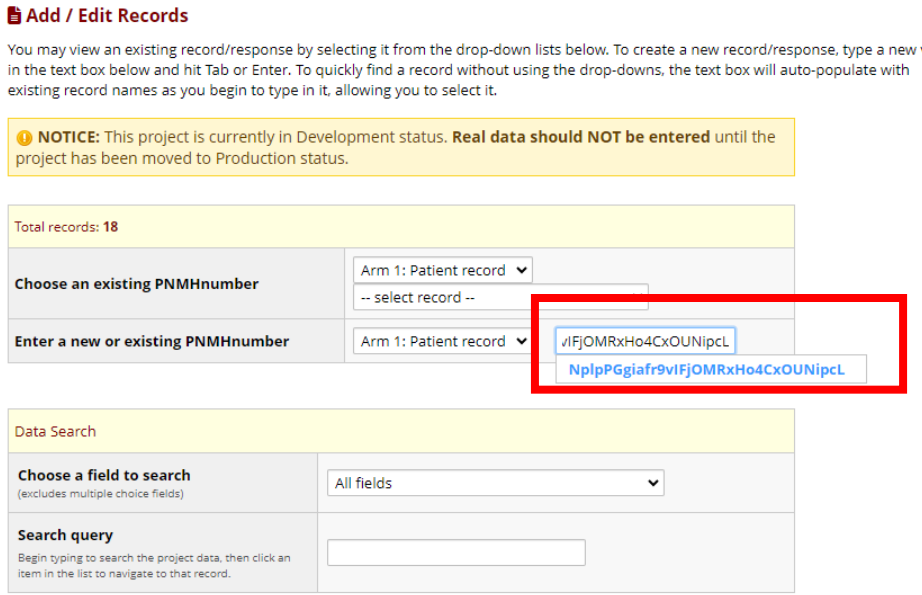
Submitting the form

- At the end of the form, you will be able to mark the form as “Incomplete”, “Unverified” or “Complete”
- To exit the form, please click “Save and exit form”



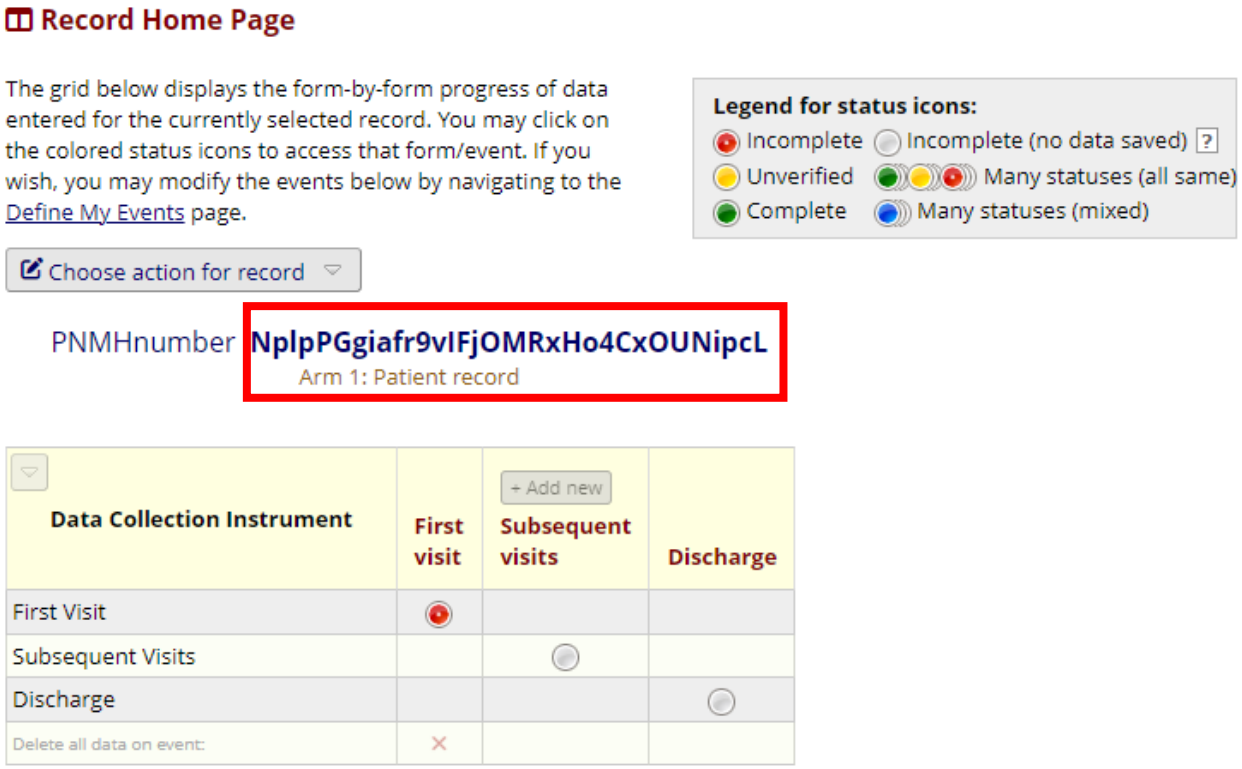
Searching for an existing case

- You can view or edit an existing records. Click on “Add / Edit Records”. At this stage, when you put the MRN number on the app provided, the app will generate the same code that it created the first time. Paste that code into the “Enter a new or existing PNMHnumber” and the existing case will appear in a dropdown menu.



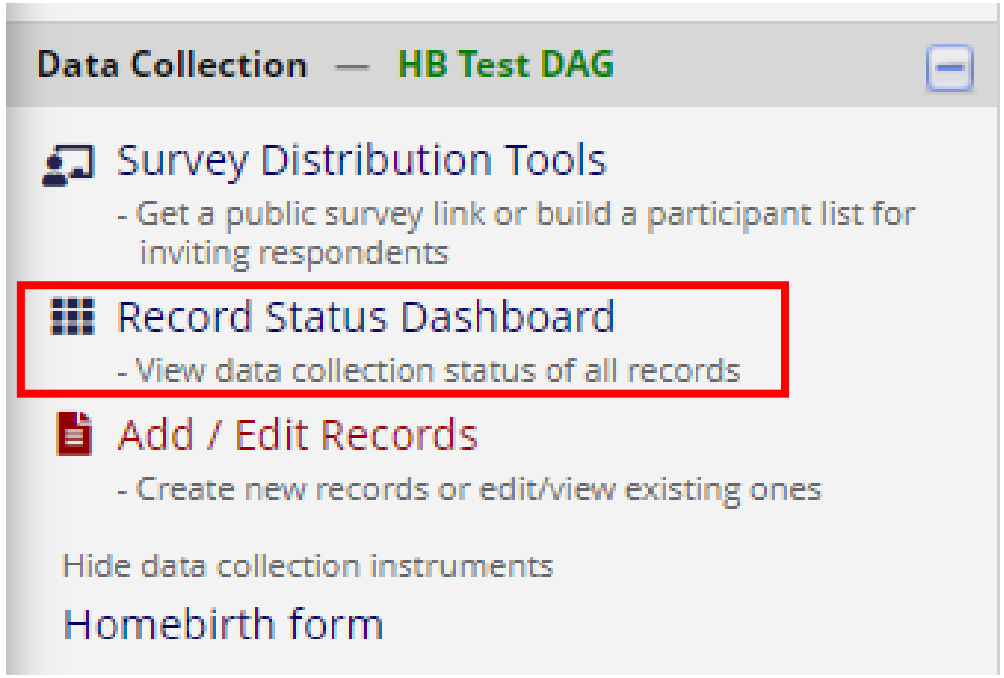
Searching for an existing case

- This will open all of the available forms for that particular patient. Please double check that you are entering data for the correct patient by checking the code.



Searching for an existing case

- To see your whole list of cases and instruments, click on “Record status dashboard” on the left hand side menu.

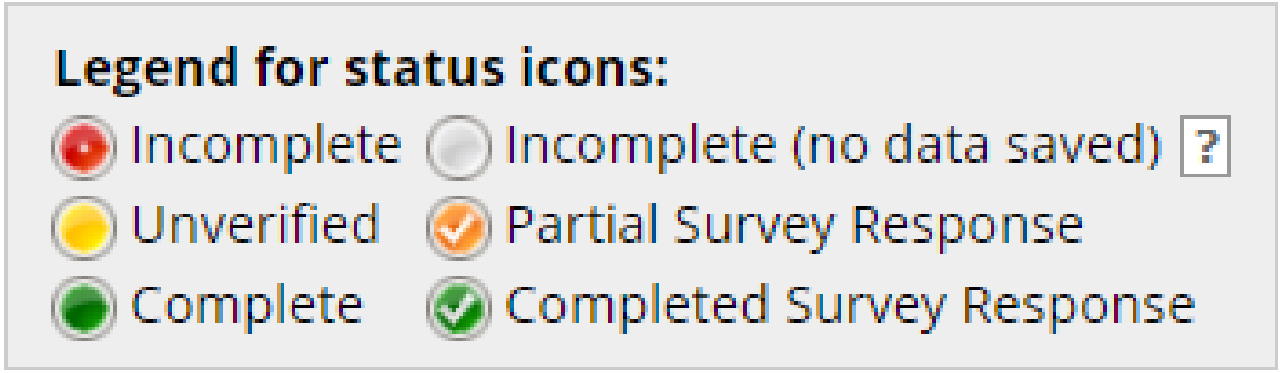


Searching for an existing case

- The “Record Status Dashboard” shows a list of all the cases entered and, in the case of this form. To view a form for an individual, please click on the relevant button.

Searching for an existing case

- The different colours show the status of the form.



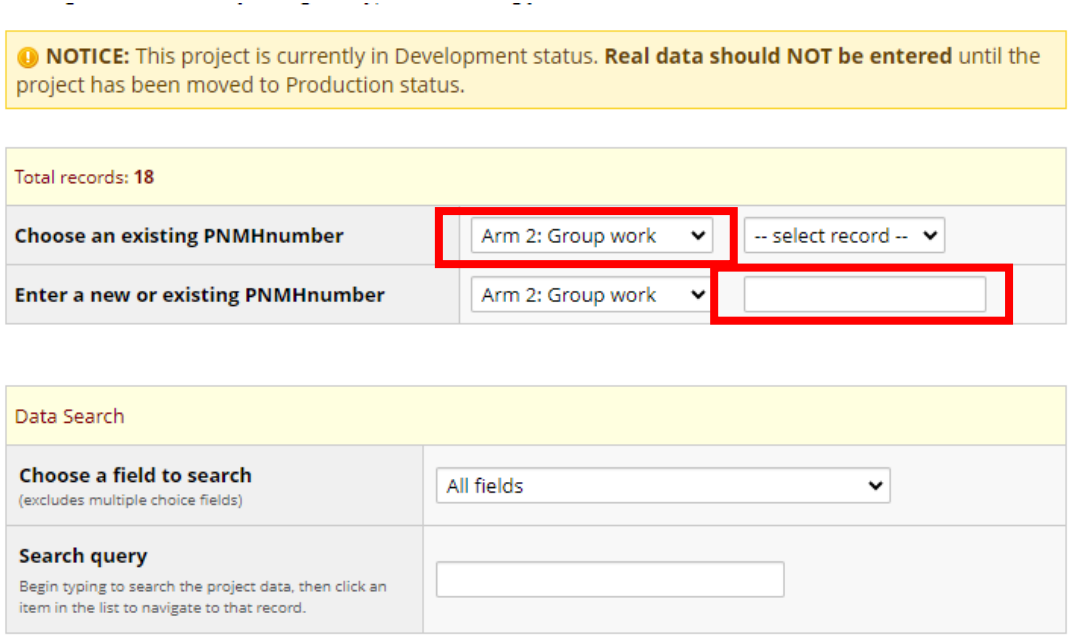
NATIONAL PERINATAL EPIDEMIOLOGY CENTRE

Redcap: Submitting group work

Submitting group work

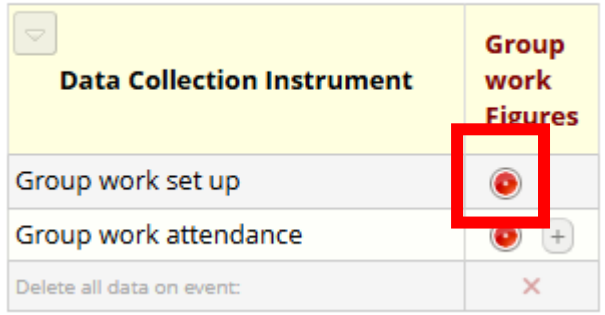
- To enter information on your group work, please click on “Add Edit Record” and change the dropdown to “Arm 2: Group work”. Then add a name to your group (e.g.: social skills march / psychoeducation)
- Please submit this information at the end of every group.

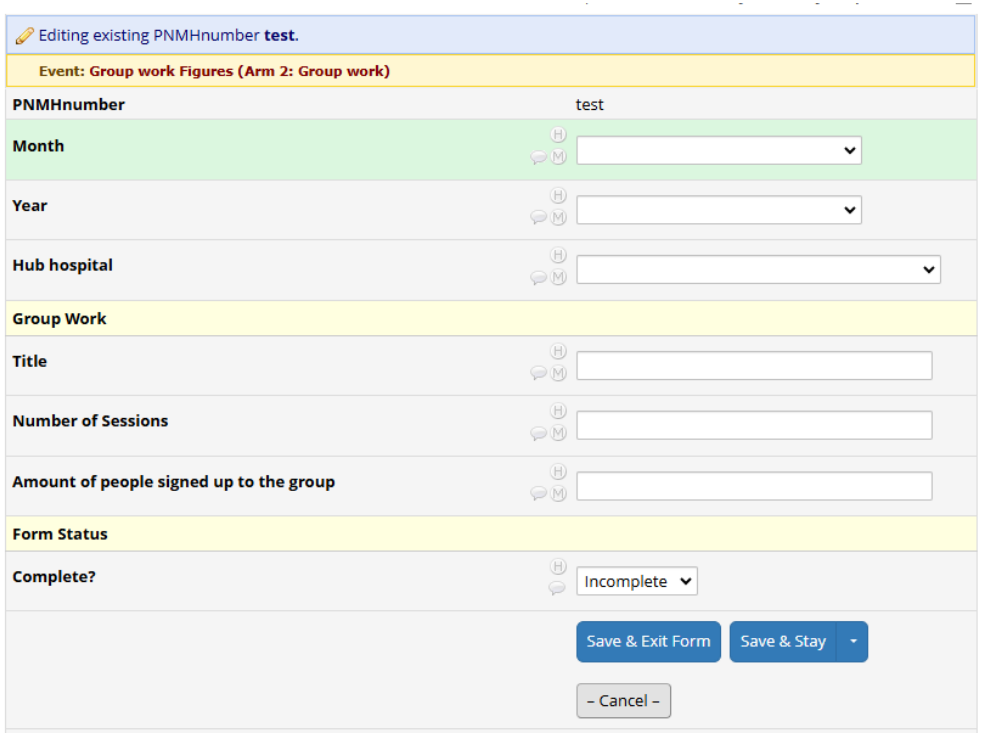
Please do not use a patient code to name your group, use your own reference (e.g. “Online antenatal class March” etc.)



Submitting group work

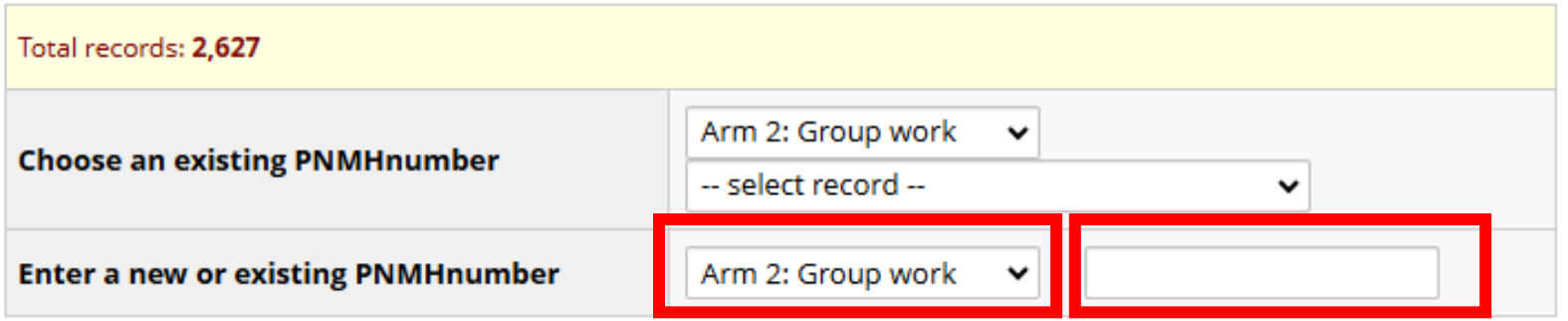
- Please use the “group work attendance” form to record the amount of people attending each session of the group.





Submitting group work

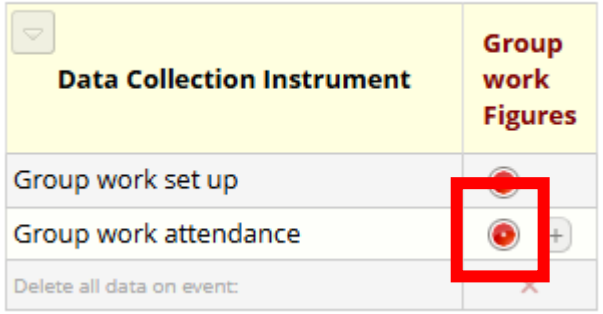
- To find your group, please go to Add/Edit Record and type in the name of your group. Please remember to switch the Arm tab to “Group work”

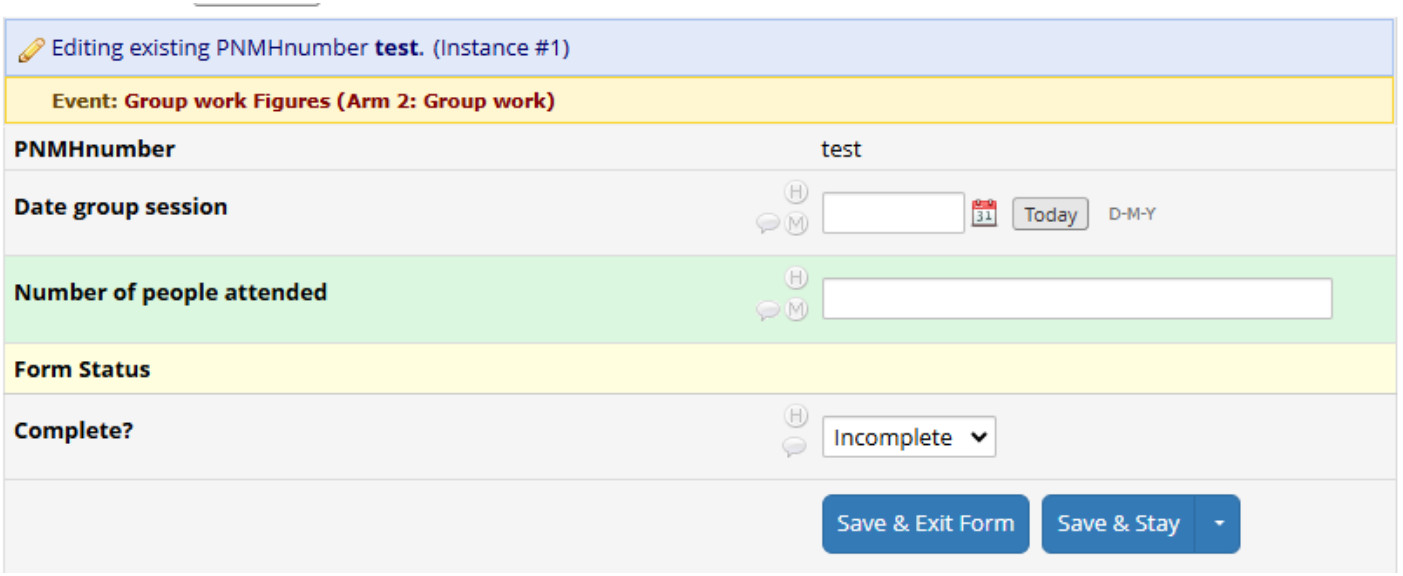


Please do not use a patient code to name your group, use your own reference (e.g. “Online antenatal class March” etc.)

Submitting group work

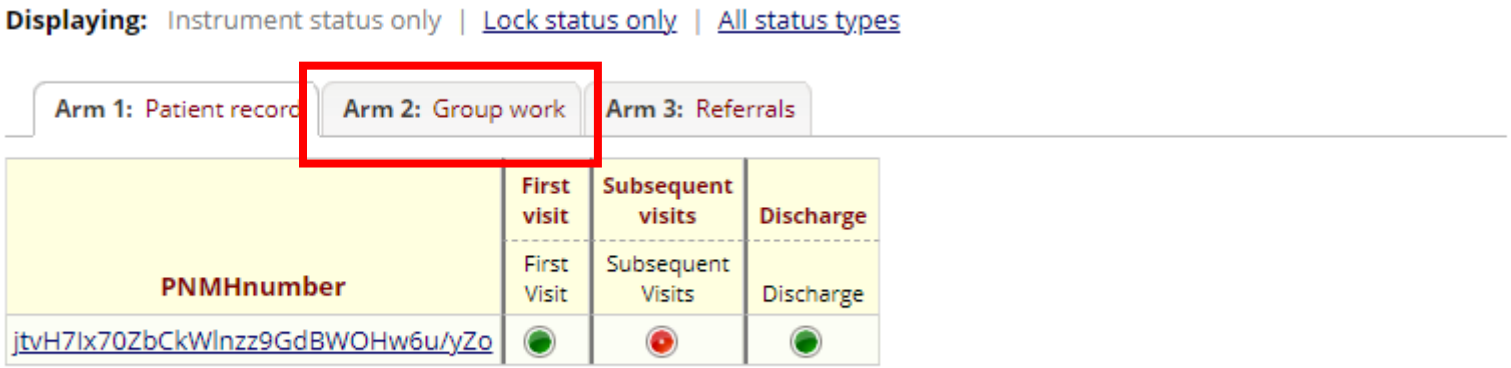
- Please use the “group work attendance” form to record the amount of people that has attended the group session. This form needs to be filled in after every session of the group and it only captures date and number of attendees.





Submitting group work

- To view all of the data from the groups. Please go back to “Record Status Dashboard” and click on “Arm 2: Group work”.

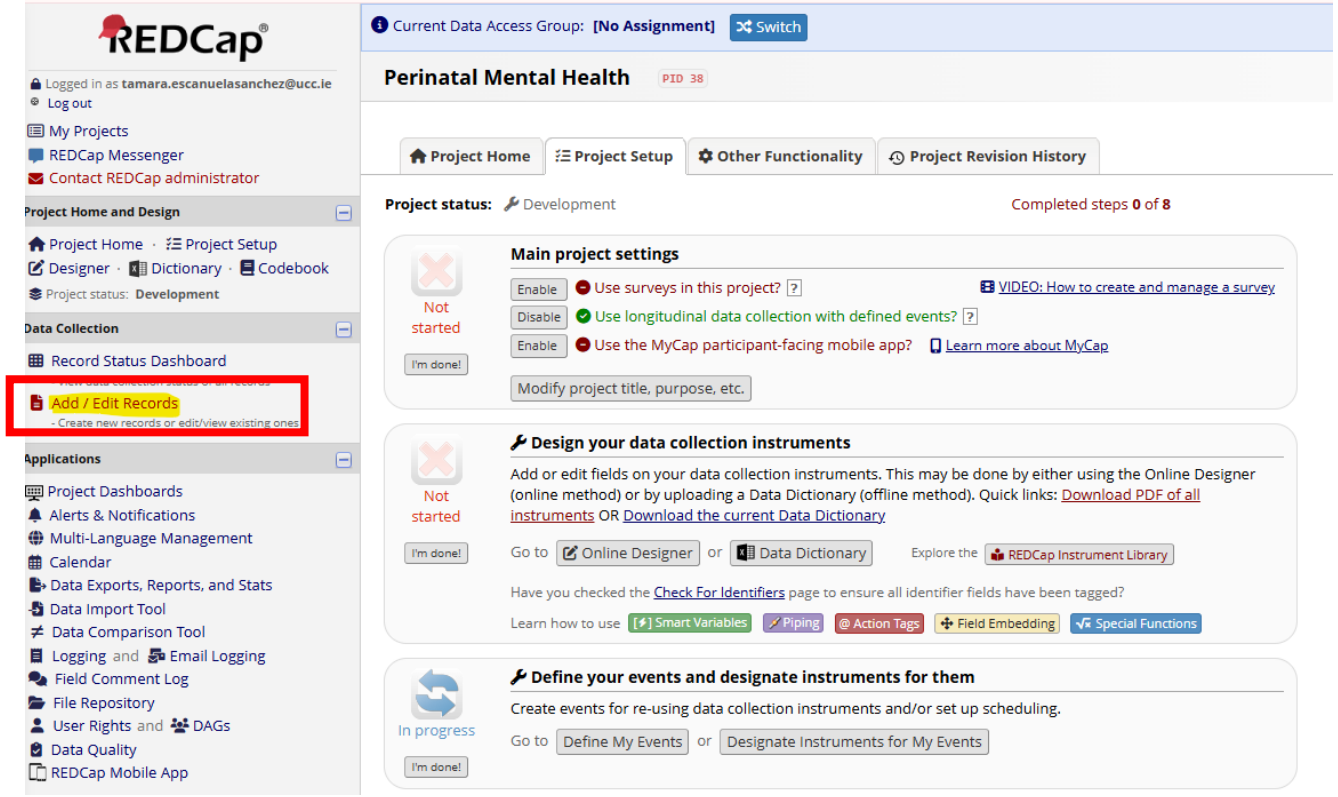


NATIONAL PERINATAL EPIDEMIOLOGY CENTRE

Redcap: Submitting referrals

Submitting referrals

- To enter information about referrals please click on “Add Edit Record” in the left side menu.

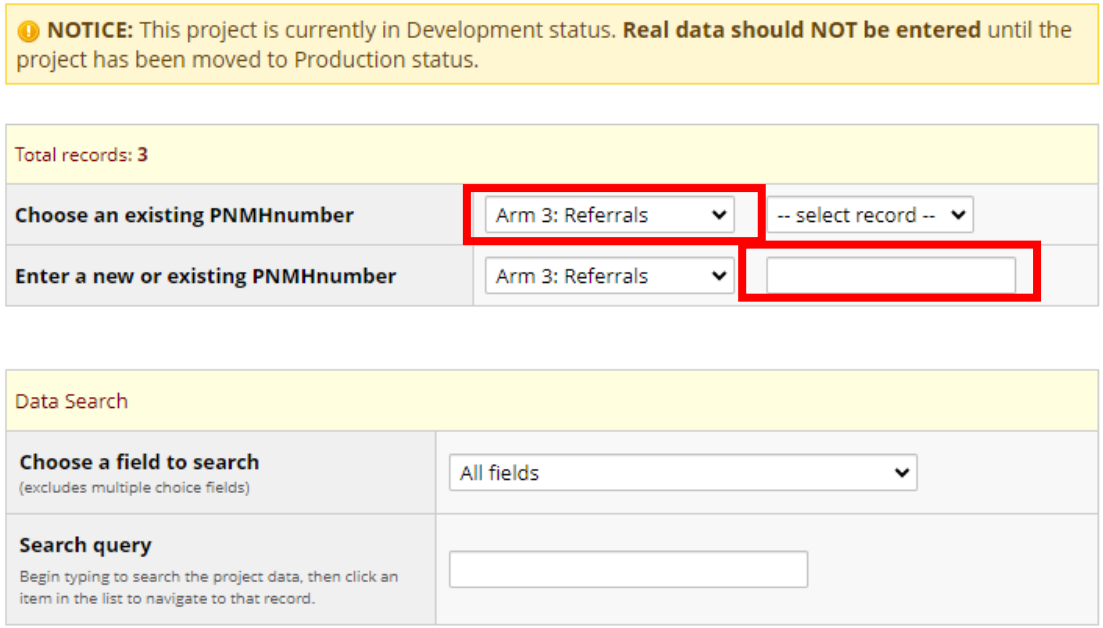


Submitting referrals

- Please change the dropdown to “Arm 3: Referrals”. Then add the month year and unit (e.g.: January 2024 CUMH) to the “Enter new or existing PNMHnumber box”.

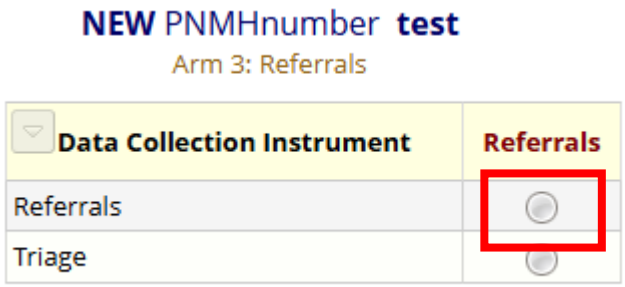
- Please do not use a patient code here.

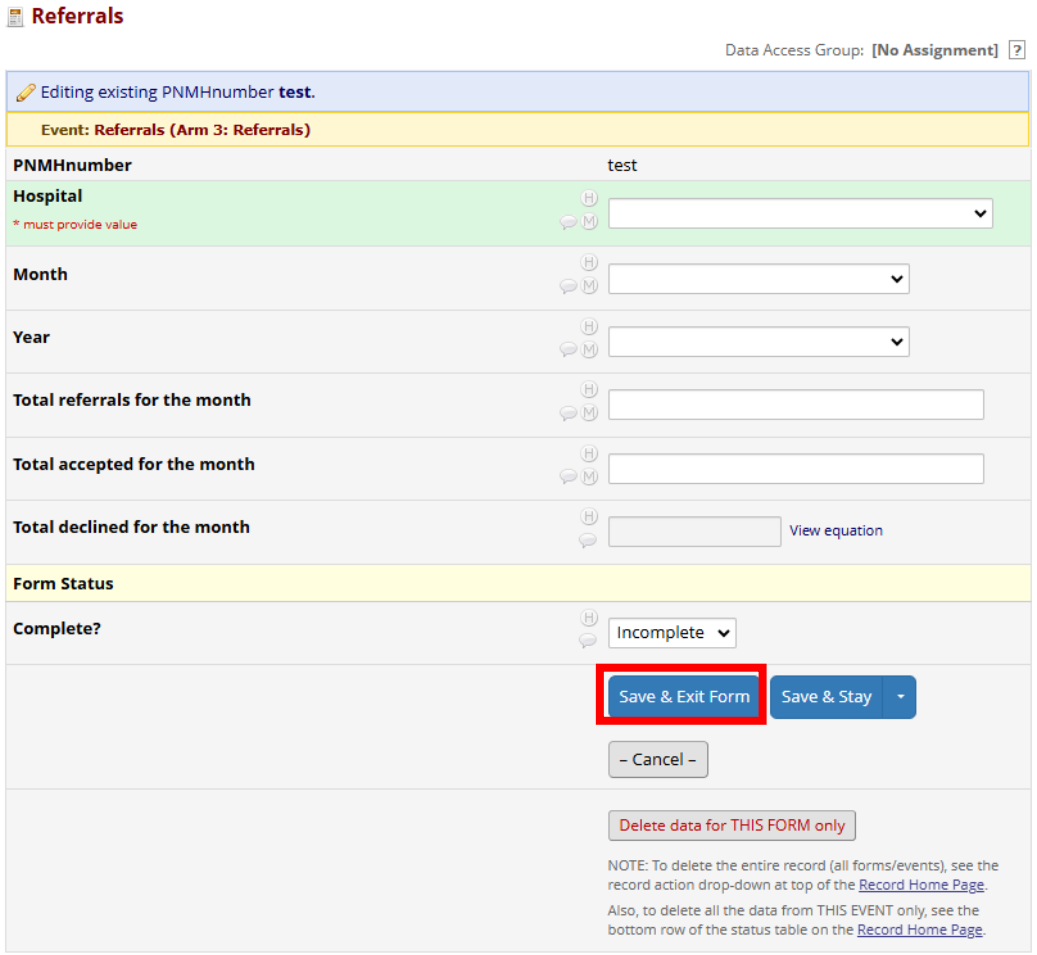
- Please submit this information at the end of every month.



Submitting referrals

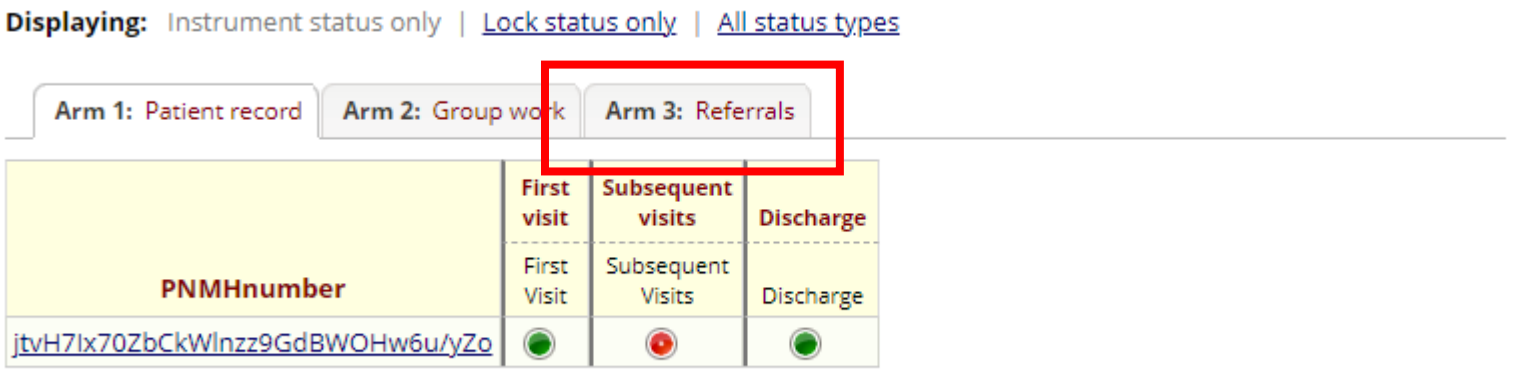
- Please select “Referrals” and fill in the form. Please click Save and Exit when completed.





Submitting referrals

- To view all of the referrals forms. Please go back to “Record Status Dashboard” and click on “Arm 3: Referrals” tab.

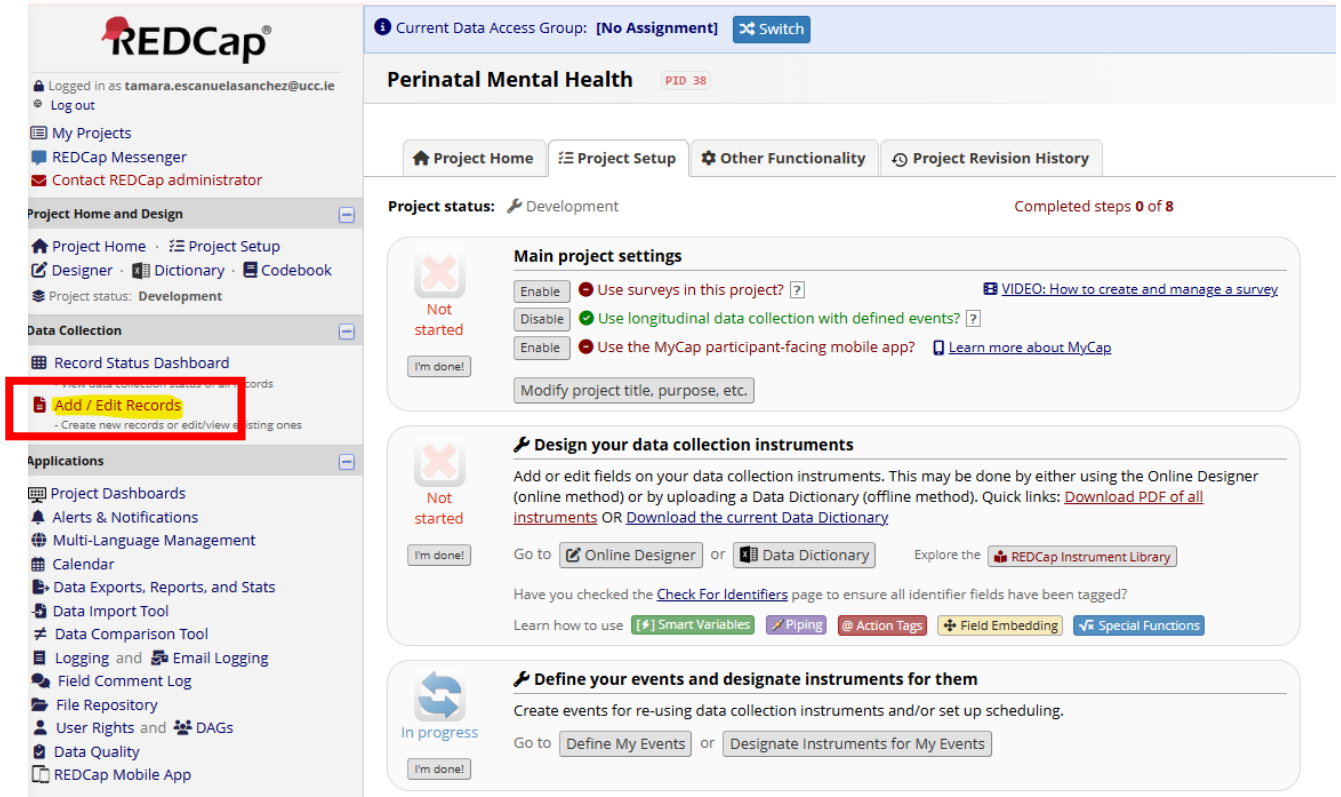


NATIONAL PERINATAL EPIDEMIOLOGY CENTRE

Redcap: Recording triages

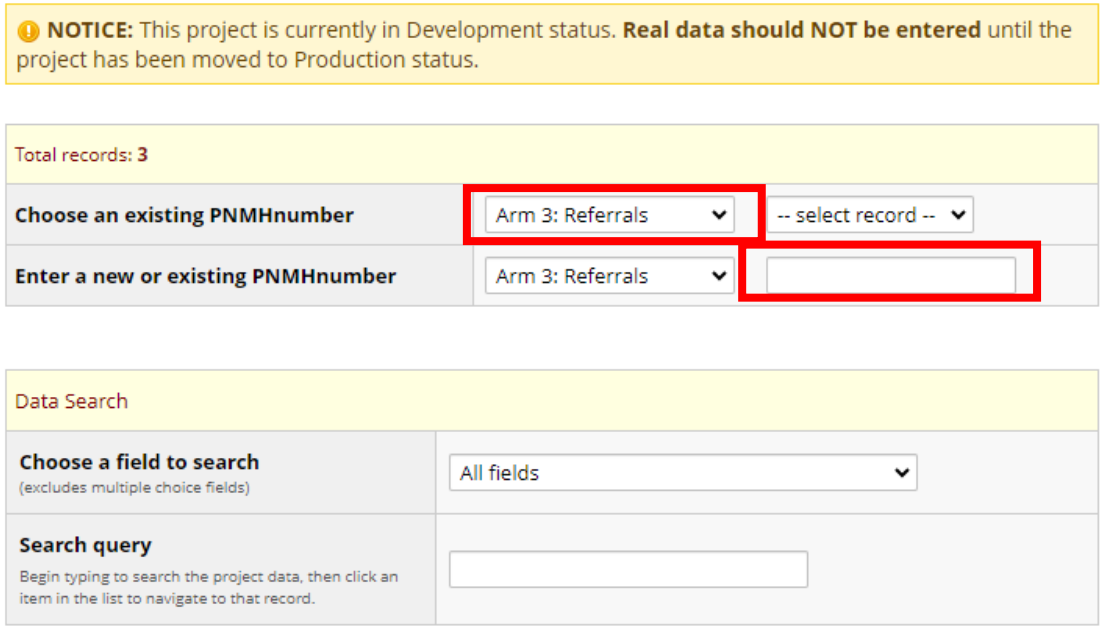
Submitting triages

- To enter information about referrals please click on “Add Edit Record” in the left side menu.



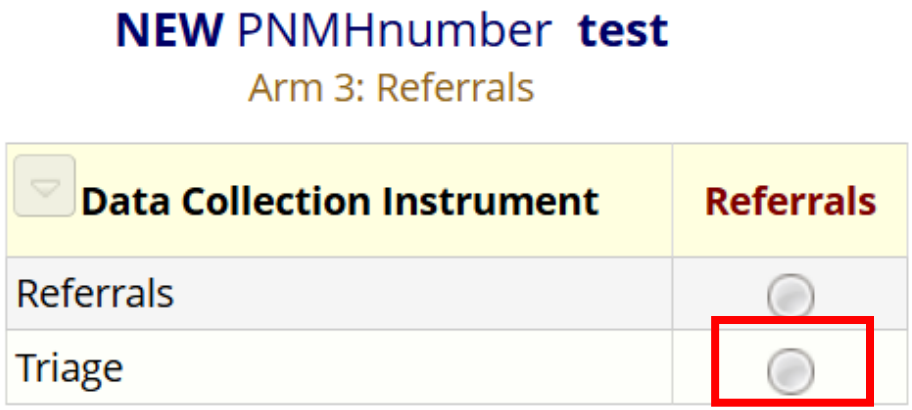
Submitting triages

- Please change the dropdown to “Arm 3: Referrals”.
- Add the patient code that you will obtain by using the coding app into the “enter a new or existing PNMH Number” box
- Click enter



Submitting triages

- Please select the form “Triage” and fill in the data for the triaged patient.
- If the patient is discharged at triage, no more information is necessary.
- If the patient is accepted after triage, please fill in a “Frist Visit” form for that patient on the day of her first appointment.

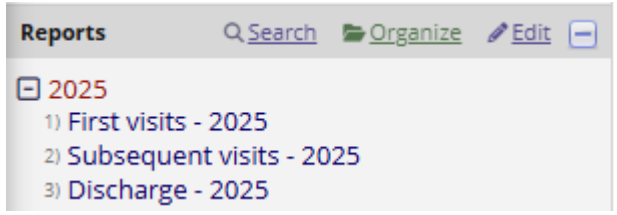


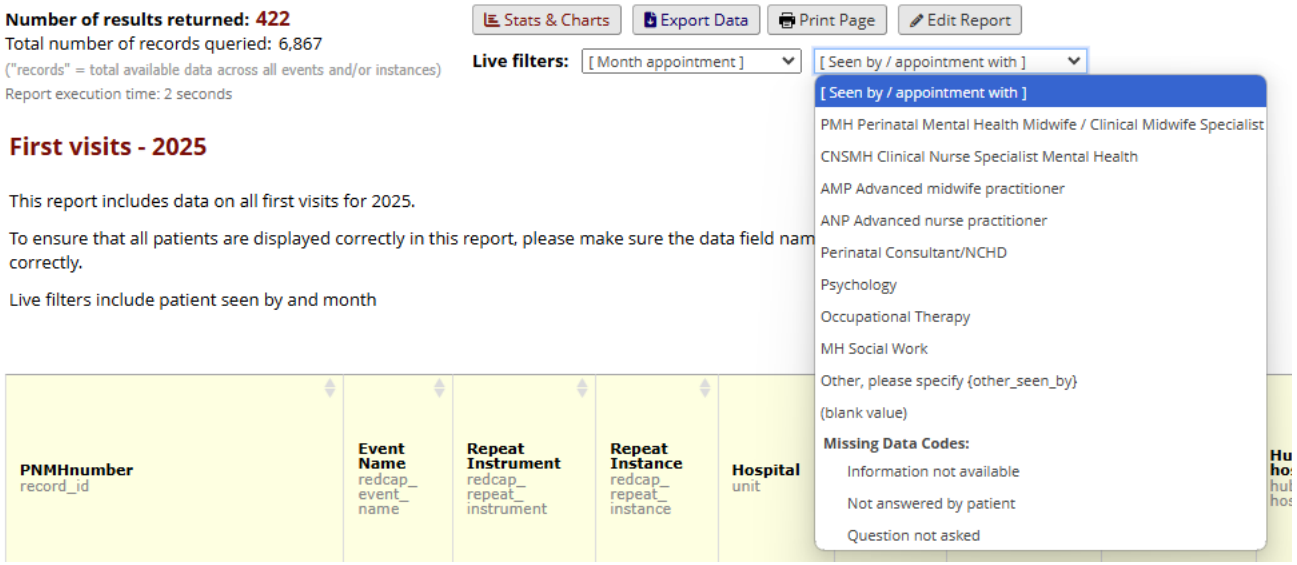
NATIONAL PERINATAL EPIDEMIOLOGY CENTRE

Redcap: Using your data – reports and dashboards

Using reports

- To view your data, reports can be generated for you. These will display the data on tabular format, and you can choose which variables to display. To access them, look for the Reports list on the left hand side menu, this list will only display the reports that you have access to. Select the report that you would like to view.





Using reports

- The report will look like this (dummy data for demonstration only).

Search | Table not displayir

Label label	Event Name redcap_event_name	Repeat Instrument redcap_repeat_instrument	Repeat Instance redcap_repeat_instance	Age age	BMI bmi	Fertility Treatment fertility_treatment	Public/Private/Semi-Private publicprivate	Ethnic Group ethnic_group	Parity parity	Completed gestational weeks ega_completed_weeks	Does the woman smoke? smoking_status	Does the woman drink alcohol ? does_the_woman_drink_alcoh	Is there documented history of drug abuse or attendance at a drug rehabilitation unit is_there_documented_histor	Onset of Labour onset_of_labour	Method of Induction method_of_induction	Category of Pregnancy category_of_pregnancy	Delivery Method delivery_method	Pain Relief Entonox pain_relief___1
PH100058	Event 1 (Arm 1: Arm 1)			30	26.13	No (2)	Public (1)	White Irish (1)	multiparous (2)	30	No (2)	No (2)	No (2)	Spontaneous (1)		Single Cephalic (1)	SVD (1)	Unchecked (0)
PH100154	Event 1 (Arm 1: Arm 1)			32	38.56	No (2)	Public (1)	White Irish (1)	multiparous (2)	37	No (2)	No (2)	No (2)	Spontaneous (1)		Single Cephalic (1)	SVD (1)	Unchecked (0)
PH100155	Event 1 (Arm 1: Arm 1)			32	33.77	No (2)	Public (1)	White Irish (1)	multiparous (2)	37	No (2)	No (2)	No (2)	Induced (2)		Single Cephalic (1)	Ventouse (2)	Unchecked (0)
PH100279	Event 1 (Arm 1: Arm 1)			34	22.61	No (2)	Public (1)	Other including mixed background (8)	multiparous (2)	39	No (2)	No (2)	No (2)	Elective LSCS (3)		Single Breech (2)	Caesarean Section (4)	Unchecked (0)
PH100648	Event 1 (Arm 1: Arm 1)			40	21.16	No (2)	Public (1)	White Irish (1)	multiparous (2)	39	No (2)	No (2)	No (2)	Induced (2)		Single Cephalic (1)	SVD (1)	Unchecked (0)
PH100760	Event 1 (Arm 1: Arm 1)			22	22.5	No (2)	Public (1)	White Irish (1)	Nulliparous (1)	35	No (2)	No (2)	No (2)	Spontaneous (1)		Single Cephalic (1)	Forceps (3)	Unchecked (0)
PH100865	Event 1 (Arm 1: Arm 1)			26	26.1	No (2)	Public (1)	White Irish (1)	Nulliparous (1)	39	No (2)	No (2)	No (2)	Induced (2)		Single Cephalic (1)	Forceps (3)	Unchecked (0)

Using Stats and Charts

- To view your variables in a graphic way (stats and charts), please click on Stats and Charts.

Number of results returned: 63
Total number of records queried: 7010
('records' = total available data across all designated events)
Report execution time: 0.5 seconds

Stats & Charts | Export Data | Print Page | Edit Report

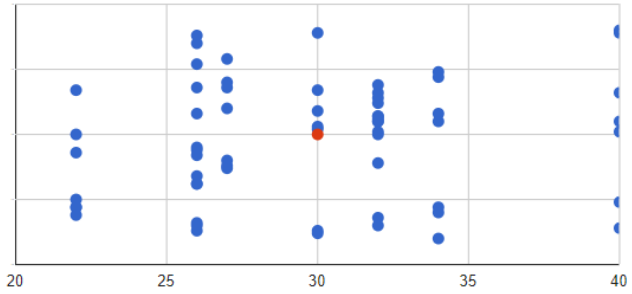
Individual

Label label	Event Name redcap_event_name	Repeat Instrument redcap_repeat_instrument	Repeat Instance redcap_repeat_instance	Age age	BMI bmi	Fertility Treatment fertility_treatment	Public/Private/Semi-Private publicprivate	Ethnic Group ethnic_group	Parity parity	Completed gestational weeks ega_completed_weeks	Doe the wor smo smol statu
PH100058	Event 1 (Arm 1: Arm 1)			30	26.13	No (2)	Public (1)	White Irish (1)	multiparous (2)	30	No (
PH100154	Event 1 (Arm 1: Arm 1)			32	38.56	No (2)	Public (1)	White Irish (1)	multiparous (2)	37	No (
PH100155	Event 1 (Arm 1: Arm 1)			32	33.77	No (2)	Public (1)	White Irish (1)	multiparous (2)	37	No (
								Other			

Age *(age)* Refresh Plot

Total Count (N)	Missing*	Unique	Min	Max	Mean	StDev	Sum	Percentile						
								0.05	0.10	0.25	0.50 Median	0.75	0.90	0.95
63	0 (0.0%)	7	22	40	29.89	5.08	1883	22	22.80	26	30	32	38.80	40

Lowest values: 22, 22, 22, 22, 22
Highest values: 40, 40, 40, 40, 40



Download image

BMI *(bmi)* Refresh Plot

Total Count (N)	Missing*	Unique	Min	Max	Mean	StDev	Sum	Percentile						
								0.05	0.10	0.25	0.50 Median	0.75	0.90	0.95
63	0 (0.0%)	9	18.97	38.56	26.32	5.96	1657.9	18.97	19.41	22.50	26.10	27.04	37.60	38.56

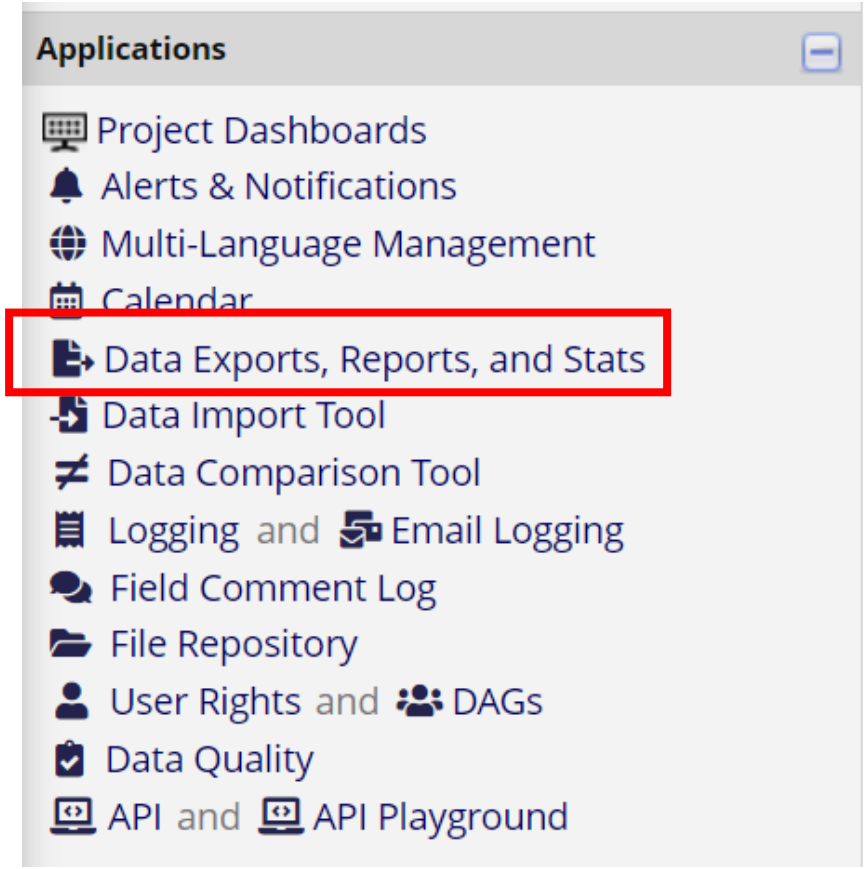
Lowest values: 18.97, 18.97, 18.97, 18.97, 18.97
Highest values: 38.56, 38.56, 38.56, 38.56, 38.56

NATIONAL PERINATAL EPIDEMIOLOGY CENTRE

Redcap: exporting data

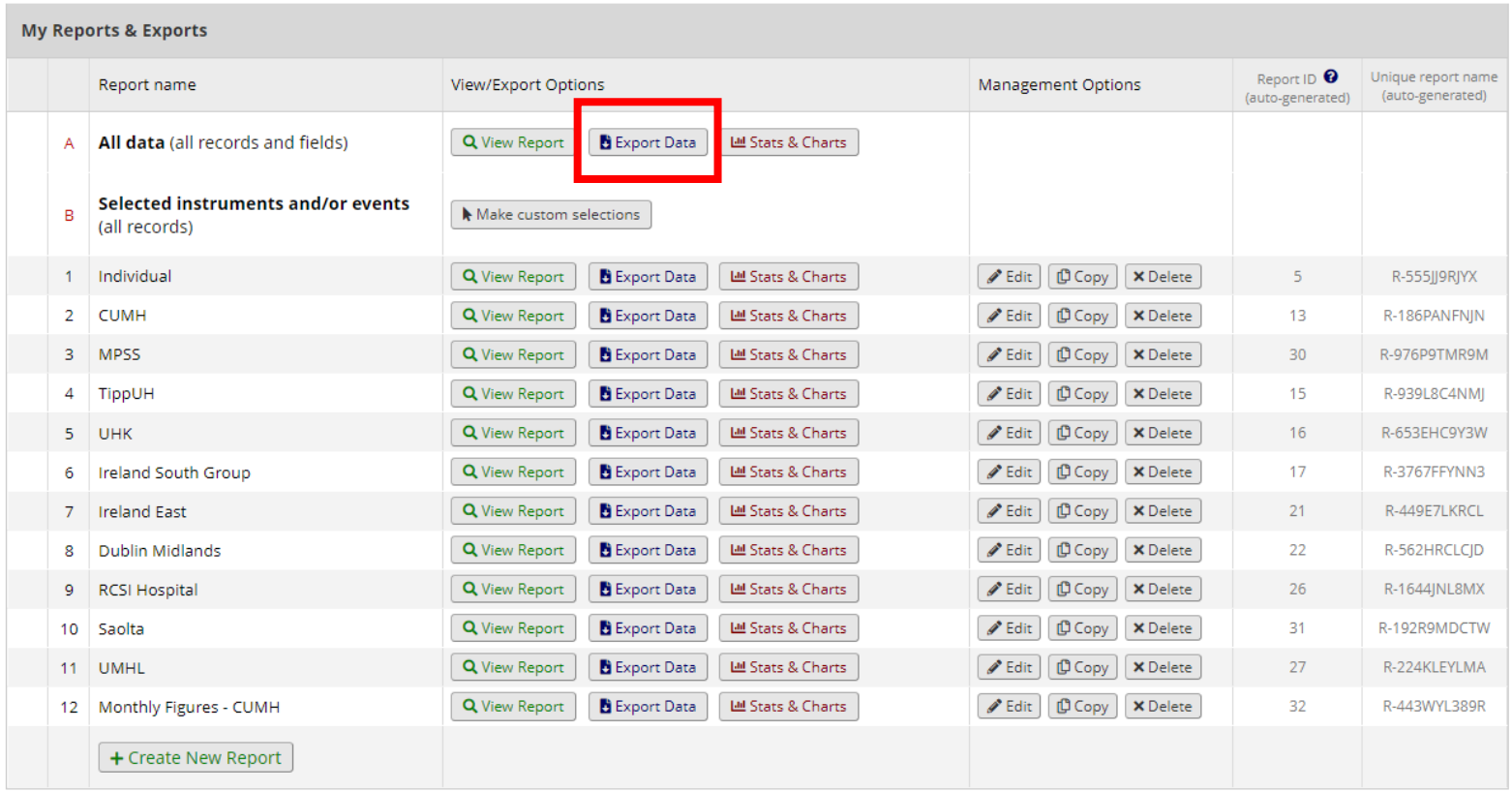
Exporting data

- To export your data, click on “Data exports, Reports and Stats”



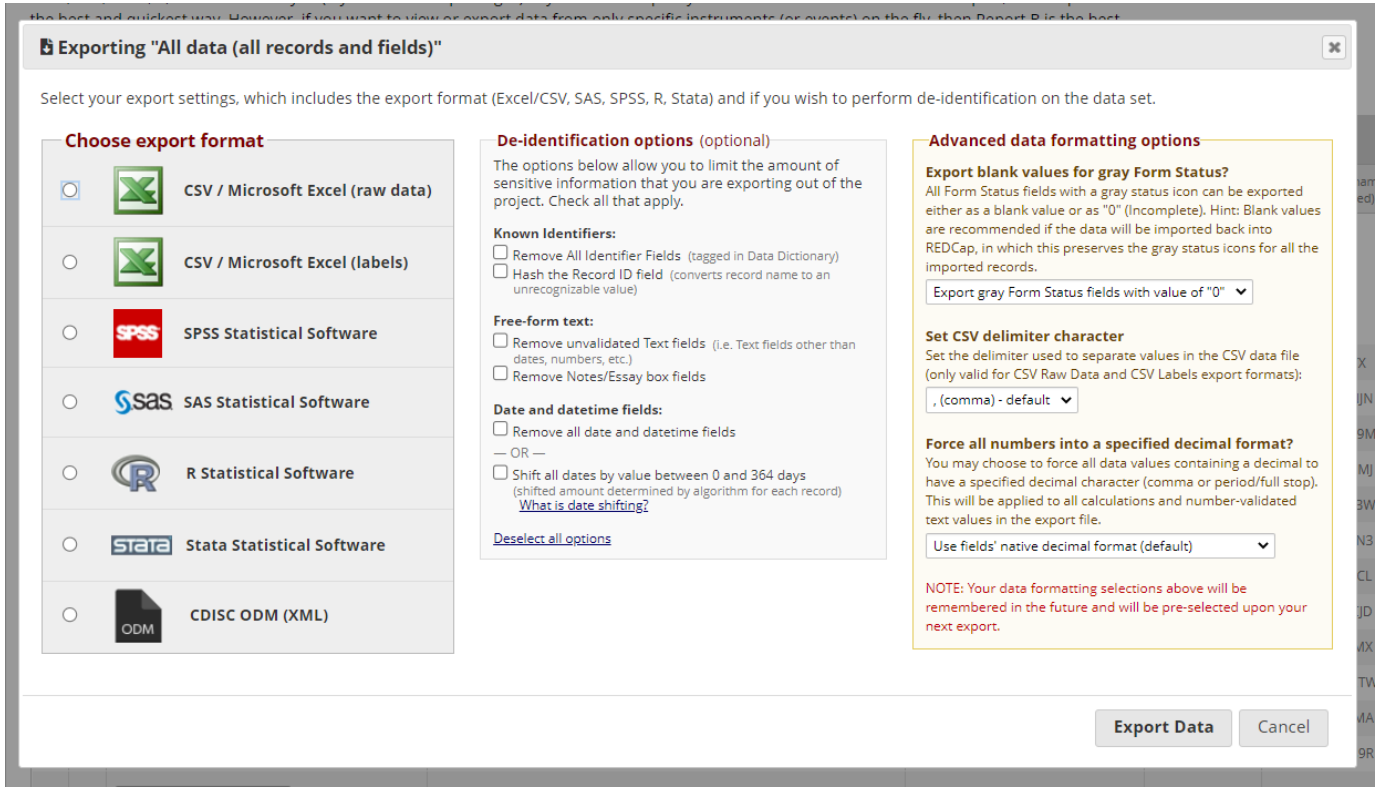
Exporting data

- You can export All data or data from a particular Report. In this window, you will only see the reports you have access to.



Exporting data

- You can download your data in different formats, select the one that works for you and follow the instructions.



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THANK YOU

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