# <u>Practice Audit in Gastroenterology</u> (PAGE) Colonoscopy

## – USER MANUAL –

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## **General Information**

This document provides a quick overview on PAGE Colonoscopy use, content and functionality. **Please take some time to flip through this document so you are familiar, in advance, with the screens you will encounter and data you will be asked to input.** 

To be set up on PAGE-colonoscopy you should email the Canadian Association of Gastroenterology (CAG) – Sandra Daniels, <u>Sandra@cag-acg.org</u> the following information:

- First and last name
- Email address

CAG will register you with a username and initial password and send you this information along with the URL of the Web site. For issues regarding logging into PAGE or other administrative questions please contact the <u>Sandra@cag-acg.org.</u>

## **Login and Password**

The Web site for PAGE Colonoscopy can be found at <u>http://www.cag-page.org/index.php</u>. There is also a link to the site from the C-GRS website if endoscopists have access to that platform.

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	CAG PAGE Welcome: Di Practice Audite. Make e Selection below:	
	Session for:	
	Please make a selection below:	
	Physician Demographic Data	
	Parlons Demographic Data	
	Please Login x	
	Username:	
	Password:	
	Logon	
	•	

#### **Change Password**

Upon logging in the first time you may wish to change the password to something more meaningful and known only to you (please record your username and password for future use). To do so, click on your name to the right of "Session for:"

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<u>File Edit View Favorites Tools Help</u>		
	CAGE Welcome: Dr. Sandra Daniels di Practice Audit. Cocktor Genera Schip then below: Session for: Dr. Sandra Daniels	Logeut
	Please make a selection below:	
	Completed: Physician Demographic Data	
	Create New Patient	
	Patient Demographic Data	and a second
	Procedural Data	
	Reports Module	
	Log Out	
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You will see a screen like the one below; simply click on "Change" next to Password to change your password.

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## **Enter Physician Demographics**

Before you can begin entering PAGE data you must first complete the physician demographic questions by clicking the icon from the main screen

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	CAG PAGE Welcome: Dr. Sandra Daniels GI Practice Audit. Make a Selection below:	Logout
	Session for: Dr. Sandra Daniels	
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	Physician Demographic Data	
	Create New Patient	
	Patient Demographic Data	and the second sec
	Procedural Data	1000
	Reports Module	
	Log Out	
	Download: PAGE User Manual	

Below are the screen shots for the various questions that comprise the one-time physician demographic section.

#### Specialty

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Elle Edit View Favorites Iools Help	A Session for: Dr. Sandra Daniels Current Patient Code: Auto Advance: Module: Physician Demographics for Module: Physician Demographics for Module: Physician Demographics for Questions: 1 of 8 What is your primary specialty? (>50% of your practice) Select One: Gastroenterology General Surgery Internal Medicine Family Practice Nurse Endoscopist Other	Return to Main
	Internal Medicine     Family Practice     Nurse Endoscopist     Other	

## Hospital admitting privileges

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INGE	PA Session for: Dr. Sandra Daniels Current Patient Code: Auto Advance: Off	Return to Main
<pre></pre>	Module: Physician Demographics for Question: 2 or 8 Do you have a hospital appointment with admitting privileges? Select One:  Yes No No	*

## Academic hospital admitting privileges

	P → B C × O CAG Practice Audit ×	
Eile Edit View Favorites Tools Help		
	PA Session for: Dr. Sandra Daniels Current Patient Code: Auto Advance: Off	Return to Main
	Module: Physician Demographics for Question#: 3 of 8	
	Do you have admitting privileges at an academic hospital? Select One:  Yes  No	*

#### Gender

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Elle Edit View Favorites Tools Help	PA Session for: Dr. Sandra Daniels Current Patient Code: Auto Advance: Off Module: Physician Demographics for What is your gender? Select One:	Return to Main
	Female     Male	»

## Years performing endoscopy

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PARCE	PA Session for: Dr. Sandra Daniels Current Patient Code: Auto Advance: Off	Return to Main
	Module: Physician Demographics for Question#: 5 of 8	
	For how many years have you been performing endoscopy (post-graduate)?         Select One:	»

#### CAG member status

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Two Four Your Should Your Doly	PA Session for: Dr. Sandra Daniels Current Patient Code: Auto Advance: O	Return to Main
	Module: Physician Demographics for Questions: 6 of 8 Are you a CAG Member? Select One:  Yes No	
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## **Facilities for scoping**

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	PA Session for: Dr. Sandra Dan Current Patient Code:	Auto Advance: Off
	Module: Physician Demographics for At which facilities do you scope? Select One: Hospital Based Unit Out of Hospital Unit Both	Question (2 / of 8

#### Advanced endoscopy training

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Die For Yew Joure Tone Feh	PA Session for: Dr. Sandra Daniels Current Patient Code: Auto Advance: Off	Return to Main
	Module: Physician Demographics for       Question: 2 of 2         Have you completed advanced endoscopy training (example: ERCP, EUS)?       Select One:         Select One:       Select One:         Yes       No	*

You are then prompted to click to save your data:



Next select "Patient Demographics" to complete this for the first patient.

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	PA Session for: Dr. Sandra Daniels Current Patient Code: Auto Advance: Off	
	© You have reached the end of this Physician Demographics Module. Please click "SAVE DATA" below. SAVE DATA	
	Saving Data *  Your Data has been saved  Please Select the Module you would like to complete next:	
	Select Select Patient Demographics Colonoscopy Main Screen	••

## **Create a Patient and Enter Patient Demographics**

Selecting the "Create New Patient" bar creates a unique identifier for patient data capture.



You can then select the "Patient Demographic Data" bar to begin capturing relevant information related to the patient. **This must be selected and completed prior to being able to complete the "Procedural Data" section of the audit.** 

The "Patient Demographic Data" section captures date of referral, date of consultation, patient age and gender. The "Auto Advance" feature (top right of screen), when turned on, automatically advances the screens upon the completion of data entry in a given screen.

#### **Date of Referral**

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La la la done los lát	A Session for Dr. Sandra Daniels Current Patient Code: YBXHC Mith Advance. Off Mode: Patient Demographic Data for YBKHC Current Soft Soft Soft Soft Soft Soft Soft Sof	

For some of the questions there is an "Elements for Evaluation" text in the top right that you can click for additional information:

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	A Session for: Dr. Sandra Daniels Merrant Patient Code: VBXNC Ard Advance. Of Model:: Fatient Demographic Data for YBXNC Model:: Code of Coline (Internation for Coline of Coline) Model:: Code of Coline (Internation of Coline) Model:: Code of Coline) Model:: Code:: Code	

#### **Date of Consultation**

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Eile Edit View Favorites Iools <u>H</u> elp		
	På Session for: Dr. Sandra Daniels Burnent Patient Code: YBXHC Method Metho	

## **Patient Age**

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	PA Session for: Dr. Sandra Daniels Current Patient Code: VBXHC Auto Advance: Off Module: Patient Demographics for YBXHC Patient age Datest age	
	© 0-4 Years         >>           O 5-9 Years         >>           © 10-17 Years         >>           O 18-29 Years         >>	
	040-49 Years	
	© 50-59 Years	
	O 60-69 Years	
	© 70-74 Years	
	© 75 Years or older	

#### **Patient Gender**

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Elle Edit View Favorites Iools Help	D + E C A Practice Audit - Armstrong X	
	På Session for: Dr. Sandra Daniels Current Patient Code: YAXHC Main Auto Advance. Of Patient Bener Male Patient doe Patient doe Patient doe Patient doe	

Upon completion of the "Patient Demographic Data" section of the instrument, you are asked to record whether the data are being entered at the time of the procedure. If you are not able to enter results in real time, you may first record the findings on paper (see Appendix for one-page form) and then enter them retrospectively, choosing to bypass timing the colonoscopy procedure (see page 13 under Indications for Colonoscopy).



You are then prompted to click to save your data:

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Eile Edit View Fgworites Tools Help	
P Session for: Dr. Current Patient Code © You have reached the end of this Patient SAVE DATA SAVE DATA	Return to Main Auto Advance: Off ent Demographics Module. betw.

You can then select "Colonoscopy" to be taken to the procedure questions. There are plans to provide future audits for other procedures, such as EGD, which will be available from this screen.

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## **Colonoscopy Module**

#### Indications for Colonoscopy

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<u>File Edit View Favorites Tools Help</u>		
PAGE 1	PA Session for: Dr. Sandra Daniels Current Patient Code: YBXHC Auto Advance: Off	
	Module: Colonoscopy Demographic Data for YBXHC Question#: 1 of 16	
	Indications for colonoscopy Uset all had apply Test all had apply Test all had apply Family history of colonectal cancer (FD relative) Colorectal cancer screening - average risk Previous colore polyp(i) - adenoma Previous colore polyp(i) - abhology unknown Previous colore polyp(i) - pathology unknown Previous colore polyp(i) - pathology unknown Constipation Constipat	
	Abnormal other test (DCBE/CT)	
	Therapeutic intervention	1.11
	[ Other	

*Note that there is a second potentially important check box on this screen.* In the top right of the screen you may check **BYPASS TIMER** in the occasional instance where capturing procedural duration is impractical/irrelevant (e.g. during emergent, afterhours on-call procedures). If you choose NOT to bypass the timer you will have the choice to record intubation and withdrawal times – either with a built-in timing mechanism or by manually entering the recorded times.

#### **Duration of Colonoscopy**

Advancing to the timer screen allows users to capture the duration of intubation and withdrawal in one of two ways: 1) by clicking a timing mechanism to record times in real time or 2) by using your own means of recording intubation and withdrawal times and manually entering these numbers.

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Duration of colonoscopy         Special item         Timer         Gonic Intubation:         State         Colonic Intubation:         State         Colonic Intubation:         State         Colonic Intubation:         State         Asnual Timer	<ul> <li>Wowkcag-page.org/module.php/d=2</li> <li>Most Visited Getting Started Autos Bing Traffic Finance Free</li> </ul>	komail & Hotmail & News & Search & Shopping & Sugg Constraint of colonoscopy Partial Code: C55WB Current Patient Code: C55W Curation of colonoscopy Partial tem Colonic Intubation: Sugg Colonic Intubation: Colonic Int	eted Steer & Web Stice Gallery & Windows Live Hotmail & dra Daniels (address) Auto Advance: Off Genetion 2 at 14	

#### Timing Mechanism:

The timer is built with a delay feature that prevents erroneously stopping the timer by inadvertent selection of the subsequent timer bars (delay duration of 5 seconds between selection). Click on the Timer section on the left to start the timer for colonic intubation; you will see that an intubation start time is recorded. **Note the little red x to the right of the recorded time – if you somehow started the timer by mistake you can click this x to delete the recorded start time. You may correct any start or end time in this way.** 



Click again on the Timer section when you have completed intubation to get the end time for intubation.



When you are ready to begin scope withdrawal click the Timer to record the start of withdrawal.



Click the Timer one last time to complete timing of withdrawal. Your timing statistics will appear further down in the screen.



Manual Entry of Intubation and Withdrawal Times

To use your own system of record times and then manually enter them, on the original Duration of Colonoscopy screen at the very bottom, click the Manual Timer button.



A screen will appear allowing you to enter the number of minutes and seconds for intubation, and for withdrawal.



Once you manually enter intubation and withdrawal times click the Save button to have your details saved and displayed further below.

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(Concerned in the second se	CAG PAGE PAGE PASsion for: Ms. Sandra Dar Current Patient Code: CSSWB	niels (ADMIN) Auto Advance: Off			
	Module: Colonoscopy for C55WB	Question#: 2 of 14			
	Puration of colonoscopy  Puration of colonoscopy  Puration of colonoscopy  Total Time: Insertion Time  Minutes:				
		and the second	• \		

#### **Medications Given**

When you select a medication the section beneath expands to allow you to select the dose given of that medication.

#### PAGE Colonoscopy User Manual

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	PA Session for: Dr. Sandra Daniels Current Patient Code: VSXHC Auto Advance: Off	
	Module: Colonoscopy for YBXHC Question#: 3 of 16	
	Medication given for colonoscopy None Fentanyi (ug) Demerol (mg) Dizzemuls (dizzegam) (mg) Versed (midazolam) (mg) Buscepan (mg) Propofol : 180 0 20 40 60 80 100 10 220 140 500 180 200 Color Col	

#### **Furthest Extent of Exam**

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	Module: Colonoscopy for YBXHC Question#. 4 of 16	
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	C Ascending colon	
	C Appendix, ileocecal valve & cecal pole	
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		and the second second

## Retroflexion

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	PA Session for: Dr. Sandra Daniels Current Patient Code: YBXHC Main	-
	Auto Advance: Off	
	We be considered for the considered to inspect the rectum?  We be considered to inspect the rectum?	

## **Change of Patient's Position**

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## **Quality of Bowel Prep**

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### **Intervention Performed**

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Depending on your selection for intervention performed the section beneath may expand to allow you to provide further response options:

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	Module: Colonescopy for YBXHC Questioner. If of 15 Intervention performed	
	Period Name  Poing Removal  Poing Removal  Poing Removal  Poing Removal  Poing Removal  Poing Removal  Poing Poing with Cautery  Poing Poi	

#### Largest Polyp

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## Patient Comfort Score – NAPCOMS

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	Co I	PAGE			Auto Advance: Of	21	
	Module: Colo Patient Cor	noscopy for YB)	KHC	Florence	Question# 11 of 16		
	Special Item	0	1	2	3		
	Intensity	None	biiM	Moderate	Severe		
*	Frequency	None	Few (1-2 Episodes)	Several Times (3-4 Episodes)	Frequent (>4 Episodes)	*	
	Duration	None	Short (Episodes = 30 seconds)	Moderate Duration (30sec -I Minute)	Long Duration (Episodes > I min)		

A summary of what you have selected for intensity, frequency and duration with score appears below.

								- 0 - 8
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fu fa fee feetu fee	- Concernance	Module: Color Patient Con Special Stars Intensity Frequency	None Page Page Page Page Page Page Page Pag	A Session for: C rrent Patient Co HC APCOMS) 1 Hild (1-2 Epinodes)	Pr. Sandra Danie de: YBXHC Elemer 2 Hoderata Several Times (1-f Epicodes)	Auto Advance: C Questioner 11 of 16 hts for Evaluation 3 Severe (response (response)	Return to Main	
		Duration	Nons	(Epiodes = 30 Score) Details to be : Intensity Frequence Duration Score:	Hoderate Duration (1)Stee - I History) saved refine	Long Duration ( Episedes + I roke)		

## **Patient Tolerance of Procedure**

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## **Reversal Agent**

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#### **Unplanned Events**

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And Advance. Off Unplaned event Exect 40 that appro- Exect 40 t	Brie	PA Session for: Dr. Sandra Daniels. Current Patient Code: YBXIC Auto Advance: Off Main Auto Advance: Off Main Main Auto Advance: Off Main Auto Advance: Off Main	

#### **Additional Comments**



#### Save Data



## Reports

The "Reports" link from the landing page displays your data, as well as aggregate data across all PAGE users, for various relevant quality indicators and useful parameters.



On entry to the Reports page you can see a graph of the number of procedures completed over time, and can click on one of the buttons for pre-established time periods to see related graphs and charts. In addition you may choose to "Print Summary" or "Export PDF Record" of the summary tables (buttons top left of screen).

Directly below the graphical display tables summarizing general indicators and sedation for the colonoscopies are presented.



Finally, you have the ability to select responses by question for patient demographics and colonoscopy.



#### **APPENDIX:** Form for Retrospective Data Entry

Date of Referral:	Consu	Consult Date:							
Patient Age:	_	Patier	t Gender:	🗆 Male 🛛 Fer	nale				
Indications for Colonos	scopy (list all th	at apply):							
<timing> or Manual En</timing>	try of Intubatio	n Time:	_ and Withd	rawal Time:					
Medications given for	<b>colonoscopy</b> (di	rug and dose):							
Furthest extent reache	ed and inspected	d:							
Retroflexion?  Q No	🖵 Yes								
Change of patient's po	sition during co	lonoscopy: 🛛 Yes, sev	veral times	Yes, once	🖵 No				
Quality of bowel prep:	<ul> <li>Adequa</li> <li>Adequa</li> <li>Inadequa</li> </ul>	<ul> <li>Adequate without washing or suctioning</li> <li>Adequate – required washing or suctioning</li> <li>Inadequate</li> </ul>							
Intervention Performed:  None Biopsy (specify number): Polyp removal: Cold biopsy (specify #): Cold snare (specify #): Biopsy with cautery (specify #): Snare with cautery (specify #): Clipping									
☐ Injection									
	☐ Other								
Diameter of largest po	lyp (mm):								
NAPCOMS Score (circle	e correct option	s below):							
Intensity	None	Mild	Мс	oderate	Severe				
Frequency	None	Few	Seve	ral Times	Frequent				
		(1-2 Episodes)	(3-4	Episodes)	(>4 Episodes)				
Duration	None	Short	Mo	oderate	Long				
		(Episodes < 30 sec)	(Episodes :	30 sec – 1 min)	(Episodes > 1 min)				
Patient tolerance of pr	rocedure: UV R Ju Ju P	ery well tolerated easonably well tolerated ust tolerated oorly tolerated	I						

**Reversal agent given:** INone IFlumazenil INaloxone IOther

#### Unplanned event (check all that apply):

□ None □ Aspiration	Hypoxemia	Bradycardia	Hypotension	Bleeding Perforation	Other
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Additional commentary on procedure: