

HOW TO SEND MANUAL WEB SCORES

The manual scores send feature is on the Webscores dropdown menu. It enables the user to send any scores, at any time points. There are two possibilities, sending score/s for an individual record, or sending scores to a group. You can send score/s to a group from an individual record, or the home screen, but you can't send an individual record unless you are inside that record.

MANUAL METHOD

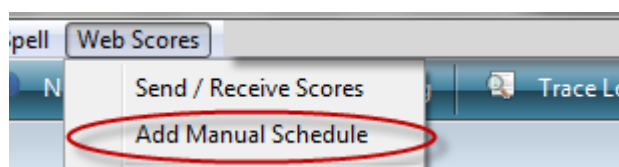
As well as a the "set and forget" method which requires a follow up protocol being assigned to each record, it is possible to send any of the scores, for an individual record, or a group of records at any time. This method operates **separately to any protocols** that are set up for the same record. It will ignore what is set up in their protocol, and send exactly what you ask for at the current time point. If there are web scores due to be sent from the protocol at the same time point, both the manual scores and those due for the protocol will be available for the patient to complete even if they are the same. If they are the same, you will have 2 scores, at the same point for that record.

How to send scores manually to individual surgery records.

There will be times that you want to know an individual patient's status right then and there, regardless of whether they have had surgery, or how low long after their surgery they are, and whether they are already in a follow up protocol. For example:

A patient is in a follow up protocol after a THR, their time points are pre-op, 3months, 2 years, 5 years, 10 years. They come back to the clinic at 3 years post-op complaining of pain, and you would like to have the same scores they have in their protocol filled out at the 3 year time point, or maybe even some additional ones.

Once inside that record, go to the menu bar at the top and select **Add Manual Schedule**.



Note: You can only send a score to an individual patient's record if you are **inside the record** where you want the score/s assigned to. However, you can send manual web scores to a group of patients from either the main screen, or from inside an individual patient record.

The following screen will be displayed. If there is no surgery date only the pre-op scores will be available. If the surgery has already occurred for that surgery only the post-op scores will be displayed as options. They can be different as there are some scores that are only for pre-op, or post-op time points.

Schedule Scores Now

Patient name: BAMBOO Greg
 Patient ID: 45677
 Latest FUP: 03/04/2011
 DOS:
 Injury:
 Exam:
 Surgery: 03/04/2011
 Module: Knee General
 Side: Right ☐ Bilateral
 Protocol: Banff ACL

Details

Apply Schedule To
☒ This Surgery Only
☐ Multiple Surgeries

Score Selection
☐ Pre Operative Scores
☒ Post Operative Scores

Current Timepoint: 19m
 Valid From: 29/10/2012
 Valid To: 13/11/2012

Scores

- ☐ Brittberg
- ☐ IKDC
- ☐ IKDC-Pedi
- ☐ KOOS
- ☒ KSS
- ☒ Kujala
- ☐ Lysholm
- ☐ Marx
- ☐ Oxford Knee
- ☐ VAS Pain
- ☐ Patient Work and Sport
- ☐ Patient Satisfaction+Pain (Postop)
- ☐ Tegner
- ☐ UCLA Activity
- ☐ VPAS 1-10
- ☐ WOMAC Knee
- ☐ VR-12

Apply Schedule Cancel

Schedule Scores Now

Patient name: BAMBOO Greg
 Patient ID: 45677
 Latest FUP:
 Injury:
 Exam:
 Surgery:
 Module: Knee General
 Side: Right ☐ Bilateral
 Protocol:
 Banff ACL

Details

Apply Schedule To
☒ This Surgery Only
☐ Multiple Surgeries

Score Selection
☒ Pre Operative Scores
☐ Post Operative Scores

Current Timepoint: preop
 Valid From: 29/10/2012
 Valid To: 13/11/2012

Scores

- ☐ Brittberg
- ☐ IKDC
- ☐ IKDC-Pedi
- ☐ KOOS
- ☐ KSS
- ☐ Kujala
- ☐ Lysholm
- ☐ Marx
- ☐ Oxford Knee
- ☐ VAS Pain
- ☐ Patient History WorkSport (Metric)
- ☐ Tegner
- ☐ UCLA Activity
- ☐ VPAS 1-10
- ☐ WOMAC Knee
- ☐ VR-12
- ☐ VR-36

Apply Schedule Cancel

- Select the score/s you want to send
- If it's a post-op score the time point will be calculated by Socrates based on the date of surgery and the current date. For example, if the surgery date was 1/1/11, and you are sending the manual score on the 3/3/11 the time point would display as 2m, as that's 2 months 2 days since surgery. The dates of how long it will be available for web entry from and to are displayed. All manual scores are available for entry for 2 weeks from the date they are sent. After the **Valid To** date the score will no longer be available to complete on line as it will be too far out of the time point. The scores in the screen shot will be available for 15 days) note to US users, the date format show here is day/month/year rather than the way the US displays the dates, your program will display it in the UDS format.

Schedule Scores Now

Patient name: ABABABAB Trevor
 Patient ID: 479830
 Latest FUP:
 Injury:
 Exam:
 Surgery: 04/04/2012
 Module: Knee Arthroplasty
 Side: Right ☐ Bilateral
 Protocol:
 Banff ACL

Details

Apply Schedule To
☒ This Surgery Only
☐ Multiple Surgeries

Score Selection
☐ Pre Operative Scores
☒ Post Operative Scores

Current Timepoint: 6m
 Valid From: 25/10/2012
 Valid To: 09/11/2012

Scores

- ☐ KOOS
- ☐ KSS
- ☒ Oxford Knee
- ☒ VAS Pain
- ☐ Patient Satisfaction+Pain (Postop)
- ☐ UCLA Activity
- ☐ WOMAC Knee
- ☐ VR-12
- ☐ VR-36
- ☐ SOMOS - US Military Patient History
- ☐ Kujala
- ☐ Tegner
- ☒ Global Rating of Change Scale
- ☐ Patient Work and Sport

Apply Schedule Cancel

Procedure details | Patient Info | Reports/Videos/docs | Surgery

Date of surgery/ procedure: 04/04/2012 Age at st

Type of surgery or study: Primary

Diagnosis Codes

Procedure

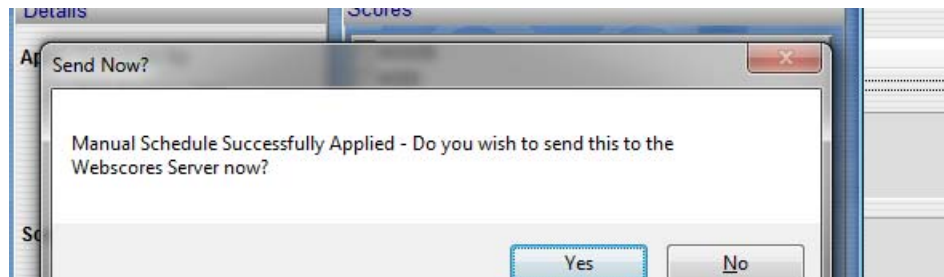
Surgery/Procedure name

Final Diagnosis/ Diagnoses

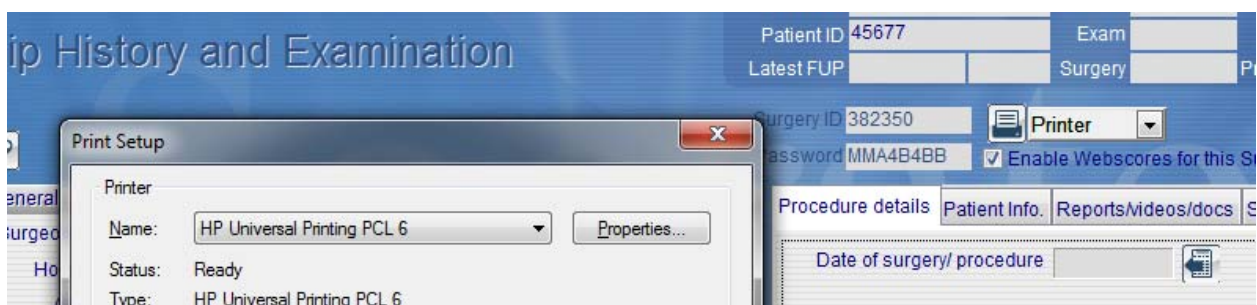
Annotations:

- No surgery date** (pointing to the Surgery field)
- Only preop scores** (pointing to the Pre Operative Scores radio button)
- Only Post Op scores are available** (pointing to the Post Operative Scores radio button)
- This surgery record already has a surgery date so only the post-op scores are available** (pointing to the Date of surgery/ procedure field)
- The score will stay available for on line entry from 25th October to the 9th November** (pointing to the Valid To field)
- The time point is calculated from the date of surgery to the date of sending the score/s.** (pointing to the Current Timepoint field)

Once you have selected what you want, click on **Apply Schedule**. You don't have to web enable that record or any for the group ones. It assumes that if you want to send the manual score, you want it to be a web score. You can either select Yes, or wait until the next time your program sends/receives messages to the web server.



From this point the patient will either receive an email, if that's what selected as their method of notification, or they can log in using the local entry. This is the same as if they were using the protocol method. Once you have refreshed the screen (gone out and come back in again) you will see the ID and password displayed to enable the patient to log into the Socrates server to fill in their scores. Click on the print icon to either print, preview or save as a pdf, a document which has the log in details of the link to the web server, and the ID and log in password.



Sending scores manually to a group

There will be times when you will want to send scores out to a group of patients. An example would be a retrospective group added to Socrates which are all at different follow up time points. You want a score/s for all of them, regardless of their follow up period. Another could be a group you want reassess at the current time point as they all have the same implant and you are concerned that there might be some early problems with it. As long as you have a way of searching for this group in Socrates, you can assign a score/s to the whole group rather than having to do it record by record.

You can send scores to a group from the main demographic screen of any patient, or from inside an individual patients record. However, if you are on the demographic screen the only option you will have is to send scores to a group, as you are not logged in to an individual record.

The list of scores will be displayed, select the ones you want, then click. The time point will be calculated for each record based on time since their date of surgery and the date the score was sent to the web server.

The pre-op and postop scores are listed separately as there are some scores that are only for pre-op, or post-op time points.

Schedule Scores Now

Patient name: ABABABAB Trevor Injury: Module: Knee Arthroplasty
 Patient ID: 479830 Exam: Side: Right ☐ Bilateral
 Latest FUP: Surgery: 04/04/2012 Protocol:

Details

Apply Schedule To

☒ This Surgery Only
☐ Multiple Surgeries

Score Selection

☐ Pre Operative Scores
☒ Post Operative Scores

Current Timepoint: 6m
 Valid From: 25/10/2012
 Valid To: 09/11/2012

Scores

- ☐ KOOS
- ☐ KSS
- ☒ Oxford Knee
- ☒ VAS Pain
- ☐ Patient Satisfaction+Pain (Postop)
- ☐ UCLA Activity
- ☐ WOMAC Knee
- ☐ VR-12
- ☐ VR-36
- ☐ SOMOS - US Military Patient History
- ☐ Kujala
- ☐ Tegner
- ☒ Global Rating of Change Scale
- ☐ Patient Work and Sport

Procedure details Patient Info Reports/Videos/docs Surgery

Procedure ID: ☐ Enable Webscores for this Surgery

Date of surgery/ procedure: 04/04/2012 Age at surgery:

Type of surgery or study: Primary

Diagnosis Codes:

Procedure:

Surgery/Procedure name:

Final Diagnosis/ Diagnoses:

Annotations:

- This surgery record already has a surgery date so only the post-op scores are available
- The score will stay available for on line entry from 25th October to the 9th November
- The time point is calculated from the date of surgery to the date of sending the score/s.

Apply Schedule Cancel

Schedule Scores Now

Multiple Surgeries have been selected. Please select which Module you wish to search within to apply your manual schedule. Click on 'Apply Schedule' when you have finished selecting scores to begin the search for which surgeries you wish to apply the schedule to.

Details

Apply Schedule To

☐ This Surgery Only
☒ Multiple Surgeries

Score Selection

☒ Pre Operative Scores
☐ Post Operative Scores

Module: Hip General

Valid From: 29/10/2012
 Valid To: 13/11/2012

Scores

- ☐ IHOT33
- ☐ IHOT12
- ☐ Modified HHS
- ☒ NAH Score
- ☒ Oxford Hip
- ☐ VAS Pain
- ☐ Patient History WorkSport (Metric)
- ☐ HOS Score
- ☐ UCLA Activity
- ☐ WOMAC Hip
- ☐ VR-12
- ☐ VR-36
- ☐ SOMOS - US Military Patient History
- ☐ Patient History WorkSport (US)
- ☐ HAGOS
- ☐ VAIL Hip Score

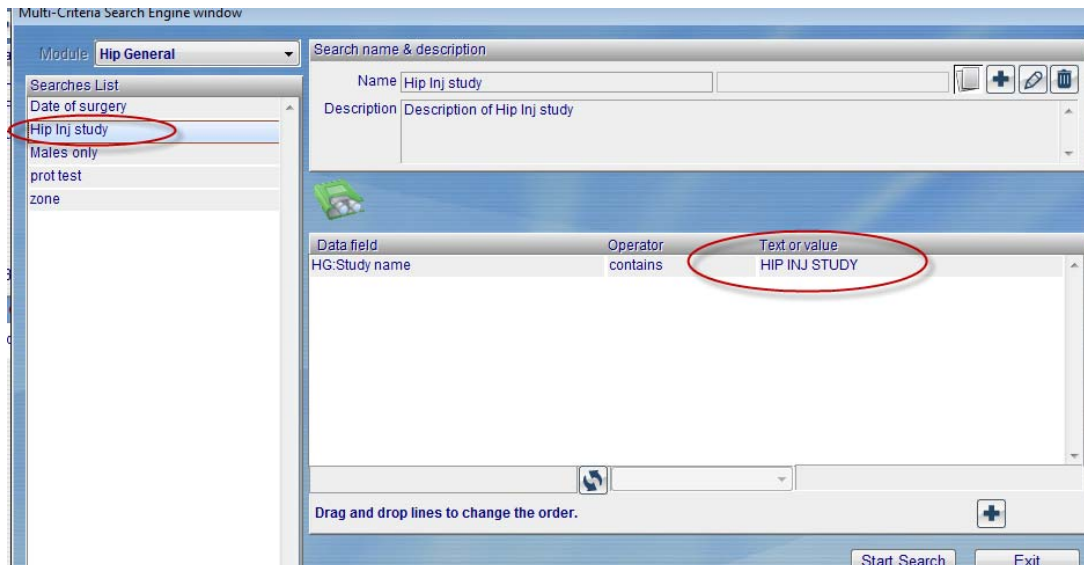
Annotations:

- If you are sending scores from outside a surgery record only sending to multiple surgeries is possible.
- Select the list of preop or postop scores.

Apply Schedule Cancel

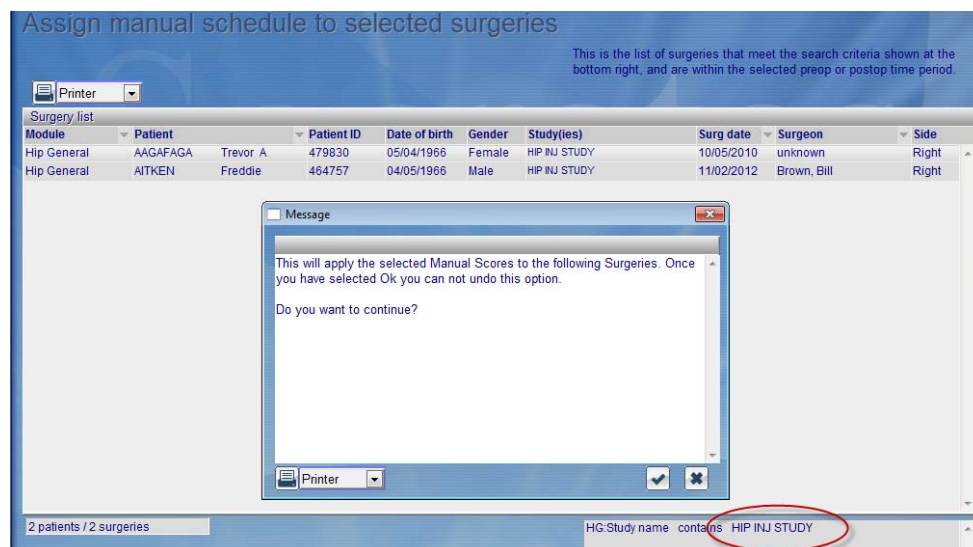
Once you have selected the score/s you want click on Apply Schedule. You will then see the standard search window displayed. This is asking you to use the search function to select which

records/surgeries that you want to have the list of scores sent to. What you select depends on how you have categorised the group in Socrates, by study name, surgeon name, protocol, implant used etc. If you want to send it out to all patients in that module a quick way to catch them all is to set up a search for all patients whose age at surgery is greater than or equal to 0.

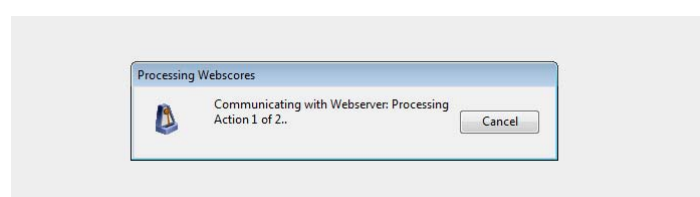


In the example above, we have selected to send scores to all records that are in the Hip Inj study in the Hip General module.

Once you click on Start Search, the list of those records that fit that search criteria will be displayed.



Once that's done it will ask you again if you want to send the scores to the web server right then, or wait until the next time it communicates with the web server. The frequency of this is based on how often you have selected this to occur in your Set Up.



From this point the patient will either receive an email, if that's what selected as their method of notification, or they can log in using the local entry. This is the same as if they were using the protocol method. Once you have refreshed the screen (gone out and come back in again) you will see the ID and password displayed to enable them to log into the Socrates server to fill in their scores. Click on the print icon to either print, preview or save the log in details. Click on the print icon to either print, preview or save as a pdf. A document which has the log in details of the link to the web server, and the ID and log in password.



Once this is done, you will be returned to the first patient in the group you selected, and that particular surgery/ies highlighted. To return to the main patient group click on the 2 face icon.

Date	Site and side	Latest FUP	Injury	Examination
01/01/2011	Shoulder Right	16m		
01/01/2011	Knee General Right	17m		
01/04/2011	Knee General Right	DOS		
04/05/2011	Elbow & Hand Right	12m		
05/05/2011	Hip Arthroplasty Right	6m		
09/02/2012	Shoulder Right	3m		
11/02/2012	Hip General Right Osteotomy	DOS		
04/03/2012	Hip General Right	1m		
06/03/2012	Shoulder Arthroplasty Right	DOS		
25/07/2012	Hip General Right	1m		
16/08/2012	Spine Primary	DOS		

Cancelling manual scores

This can only be done one surgery record at a time and it's a bit fiddly. To do this go to the history screen of the record, and click modify, then uncheck the web score enabled check box. Then do a send and receive. This will remove any scores that are on the web server. If the record is also in a protocol and you want that to be still current select modify again, then recheck web enabled, then save and send and receive. This protocol will then be reinstated on the web server. If an email with the manual score had already been sent to the patient but wasn't completed, when they click on the link it will say that there are no scores to be completed.