

# **INTERNATIONAL NUTRITION SURVEY 2014**

Sites Registered: Total **210** 

Burn Sites **25** PEP uP Collaborative **14** 

### Sites are still able to register online here!

# **Data Entry**

We know that INS data collection can be quite busy and we appreciate the time and dedication you put into the project. However, we are also aware that many sites have not started entering data in REDCap. Please note that:

- > it is much easier to enter data into REDCap on an ongoing basis.
- > any queries that are produced may help you notice errors in data collection or missing data.
- starting to enter data now will save you the stress and workload of having to do it at the last minute before the deadline. As more patient data is entered into REDCap, loading the database will become slower. Please account for this time when entering data

## **Query System**

The query system has been activated in REDCap. Important things to remember are:

• Respond to queries on an ongoing basis to ensure all of your patients are successfully finalized by the survey deadline

or

- If you have submitted a patient, they must be finalized by resolving any queries.
- Queries fire hourly and when a patient is submitted, <u>not</u> instantaneously. Return to REDCap to review any queries that may have been generated.
- Only finalized patients are included in your site report.

The query system can be accessed by clicking the links shown in the screen shots below. Details regarding queries can be found in the <u>REDCap Manual</u> and the <u>Query Module</u>.





## Are you the Best of the Best?

To be eligible for the Best of the Best Award, sites must:

- ✓ Finalize a minimum of 20 patients in REDCap by February 15<sup>th</sup>, 2015
- $\checkmark\,$  Send us source documentation upon request after entering all data for the purposes of data verification

The top site will receive a \$1000 reimbursement to an educational session and the top 10 sites will receive a Best of the Best plaque. Click <u>here</u> to read about the award and past winners.

Burn sites: Unable to enroll 20 patients? You may go back to January 2014 to enroll patients and collect data retrospectively.

**Reminder:** Margot Lemieux will be on vacation November 8<sup>th</sup> – 23<sup>rd</sup> and will not have access to email or telephone. She will respond to your messages as soon as possible upon her return. We ask that you please hold off sending non-urgent emails until after November 23<sup>rd</sup>. Any urgent questions can be directed to Rupinder Dhaliwal at <u>dhaliwar@kgh.kari.net</u> or 613-549-6666 ext 3830 but only urgent questions will be responded to.

#### Contact Us

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