

Wisconsin Cancer Reporting System-Abstract Plus Training

Media Site Live Webinar

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9 a.m.-11:30 a.m.

Presenters

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Topics Covered

- Introduction
- Menu/Tool Bar
- Display Screen Review
- Data Entry Demonstration
- Edits Review
- Installation
- Import/Export Features
- Log-in/Backup/Log-out Features
- CRS Main Line (Data Submission)
- Q&A

Abstract Plus User Manual

Website is:

www.dhs.wisconsin.gov/wcrs/reporterinfo.htm

Introduction

- What is *Abstract Plus*?
- *Abstract Plus* is the data entry tool developed by the Centers for Disease Control and Prevention and modified by WCRS. It accomplishes the following goals:
 - Summarizes the medical record into an electronic report of cancer diagnosis and treatment by abstractors and other individuals or groups who work with cancer data.
 - Meets Wisconsin reporting requirements and supports electronic data submission to the Wisconsin Cancer Reporting System (WCRS). *Abstract Plus* supports all data items in the Wisconsin and national standard data sets, including text.

Introduction

- What is the intent of this training?
 - Today's training will review how Abstract Plus works from a technical, "how-to" angle.
 - This training is NOT intended to cover actual reporting content or reporting rules. (Basic training on content and rules is available at the WCRS web site.)

Menu/Tool Bar

- Main Menu Options
 - **File** (New Abstract, Open/Find, Copy, Close Abstract, Save, Export, Import, Printer Setup, Print Current Abstract, Print Range of Abstracts, Restore, Exit)
 - **Administration** (Projects, Critical Fields, Display Types, Display Fields, System Configuration, User ID/password, Administrator's password, Delete Abstracts)











Menu/Tool Bar

- Main Menu Options (continued)
 - **Utilities** (Batch Completion Recheck, Registry Query System, Doctor Query System, Import Data into RQS, Notepad)
 - **Reports** (Accession register, Patient index, Status report, Completion Status)
 - **Help** (Contents, Search for help on, About)

Note: Items in gray are preset by WCRS or not available. Do not change.

Menu/Tool Bar

- Tool Bar Options

- New abstract 
- Open/find abstract 
- Copy abstract 
- Close abstract 
- Save abstract 
- Export abstracts 
- Import abstracts 
- Print current abstract 
- Run EDITS 
- Check Doctor Query System 

Display Screen Review

- The screen has three main sections:
 - **Displayed Fields** (Abstract Sections, Display Type, Configuration, Field Title, Field Value)
 - **Field/Entry Selections** (Current Value, Select New Value, Field Context Help, Erase Current Value, OK/Cancel)
 - **Tab information** (Text Fields, Edits, Edit Info, Projects)

Data Entry Demonstration

Case #1

Name: Michaela Jo Mouse
SS#: 772-25-2546
Address: 1 W Wilson St, Madison WI 53703
County: Dane
DOB: 5/15/60
BP: Wisconsin
Sex: Female
Race: White, Non-Hispanic
MS: Widowed
Occupation: Actress
MR#: 1570781
Primary Payer: Actors Union HMO
Physician: Henry Mitchell, MD

6/20/08: Routine mammogram showed a less than 1 cm mass in UOQ left breast

6/24/08: Lumpectomy & LN sampling

6/24/08: PATHOLOGY: Infiltrating mod differentiated duct carcinoma .6 cm, 10/10 LNs negative; ER/PR negative; all studies showed negative LNs

6/30/08: Bone Scan is negative

7/1/08: Progress Note by MD shows patient is to followup in the doctor's office in 1 month with further treatment being considered at a later date

Data Entry Demonstration

Case #2

Name: Donald Q. Duck
SS#: 772-54-5567
Address: 1 W Wilson St, Madison, WI 53703
County: Dane
DOB: 10/21/52
BP: Michigan
Sex: Male
Race: White, Non-Hispanic
MS: Divorced
Occupation: Screen Writer
MR#: 7589011
Primary Payer: Screen Writers Guild PPO
Physician: Ronald J McDonald, MD

3/21/08: PSA Screening at General Hospital showed an elevated PSA at 10
3/23/08: DRE in MDs office was abnormal
3/30/08: Neele Biopsy and LN sampling (in hospital)
3/30/08: PATH: Prostate: Adenocarcinoma, Gleason's 3+3, no apical involvement, 1/15 chips from right side involved, 5/5 LNs were negative for involvement
4/15/08: Bone Scan was negative
5/16/08: Repeat PSA was 0.7 (WNL)
5/17/08: Doctor's office note stated "no treatment at this time, only watchful waiting"

Edits Review

- 202 edits are run on each case entered in *Abstract Plus*.
 - Demographic, tumor, text, date, administrative
- Two edit formats: individual and inter-item
 - Individual: edit only checks one data item
 - Inter-item: edit checks multiple data items
 - Abstract Plus has 100 individual edits and 102 inter-item edits
- The edits sources are CDC, NAACCR, ACoS, SEER, WCRS, Pennsylvania Cancer Registry

Edits Review

- How do the edits work?
 - Cascading edits / dynamic process
 - Checks for WCRS critical data items
 - Items that can not be left blank. Screen will show:
Critical Missing Fields: STATE
Project STATE has XX critical missing fields.
 - Standards are constantly changing - this is a work in progress.
 - It is important to let WCRS know when you experience an edit problem.

Edits Demonstration

- Edits Tab
 - Record Edits Results
 - Fields in Edit
 - Action buttons
- Edits Info Tab
 - Edits description (developed by standard setters)
 - Edits help (often refers to differences in edit when standard setters have different rules)

Import/Export Features

- Import feature: available but not a usual function for data entry
 - test data file for tutorial in manual
 - replace lost data from backup file
- Export feature: necessary 1st step to submitting data to WCRS
- NOTE! Export function in Abstract Plus does **not** submit the data to WCRS.

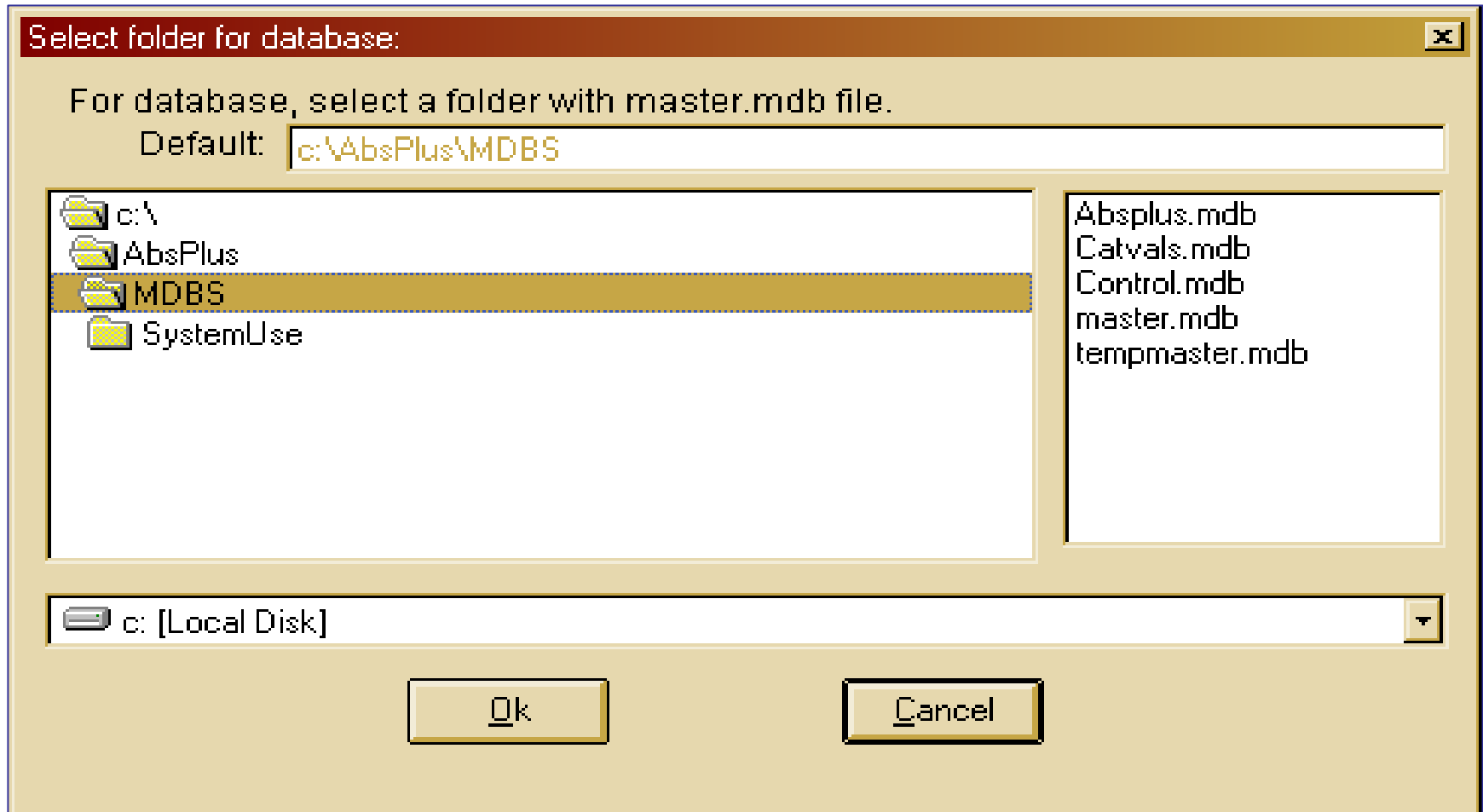
Import/Export Features

- Most important items to remember when exporting:
 - Choose only unexported abstracts option
 - Export function defaults to exporting only complete cases
 - Follow naming convention as outlined in the manual
 - Identify the file location to which you wish to save all exports prior to exporting cases

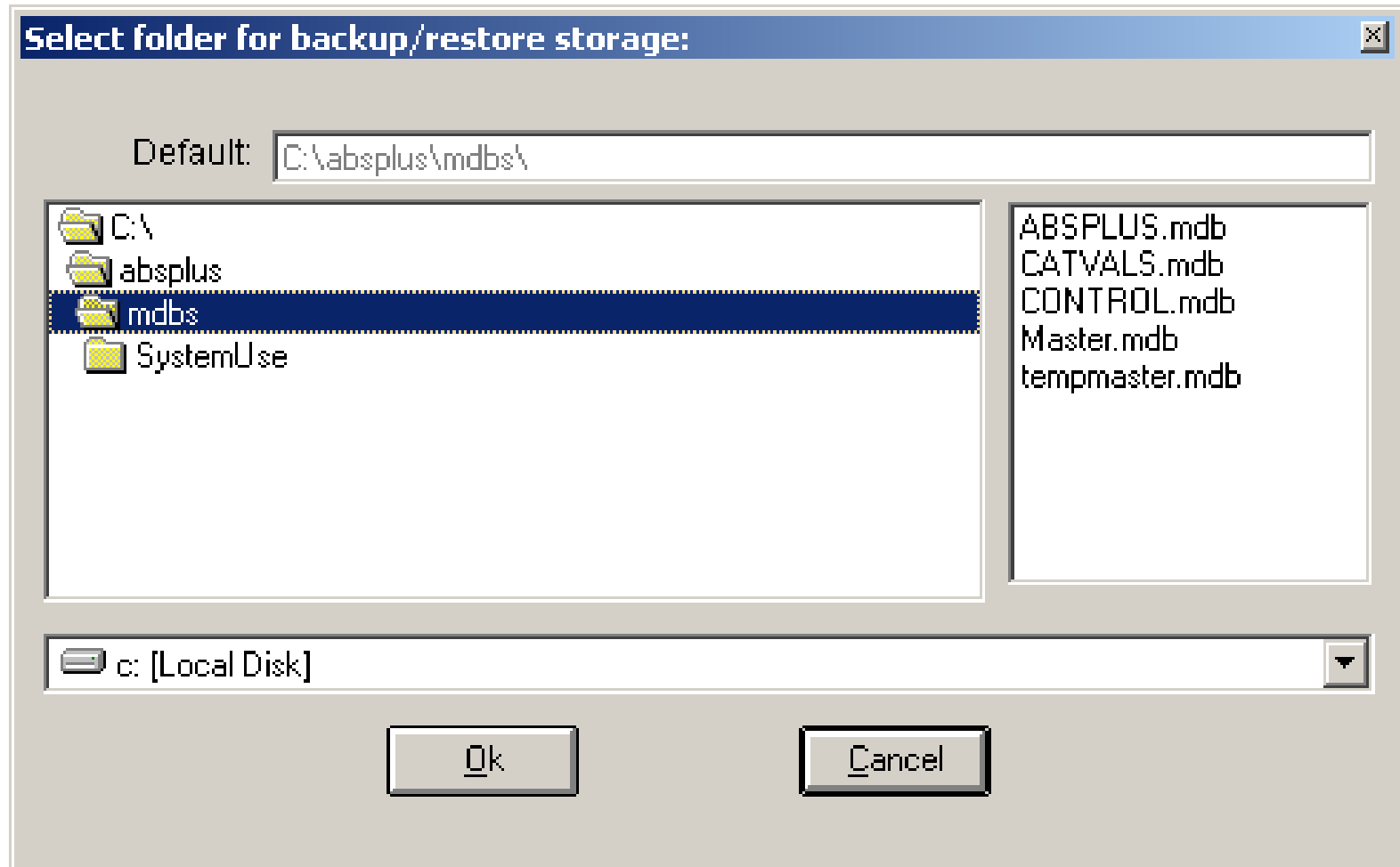
Installation

- Manual provides needed information
 - Chapter 1 or Appendices
 - Install on hard drive/back up on LAN
 - Install on LAN/back up on LAN
- Hard Drive vs LAN installation
 - Default for installation is Hard Drive
 - Help files work better
 - Strongly recommends that LAN used for database and back up

Installation



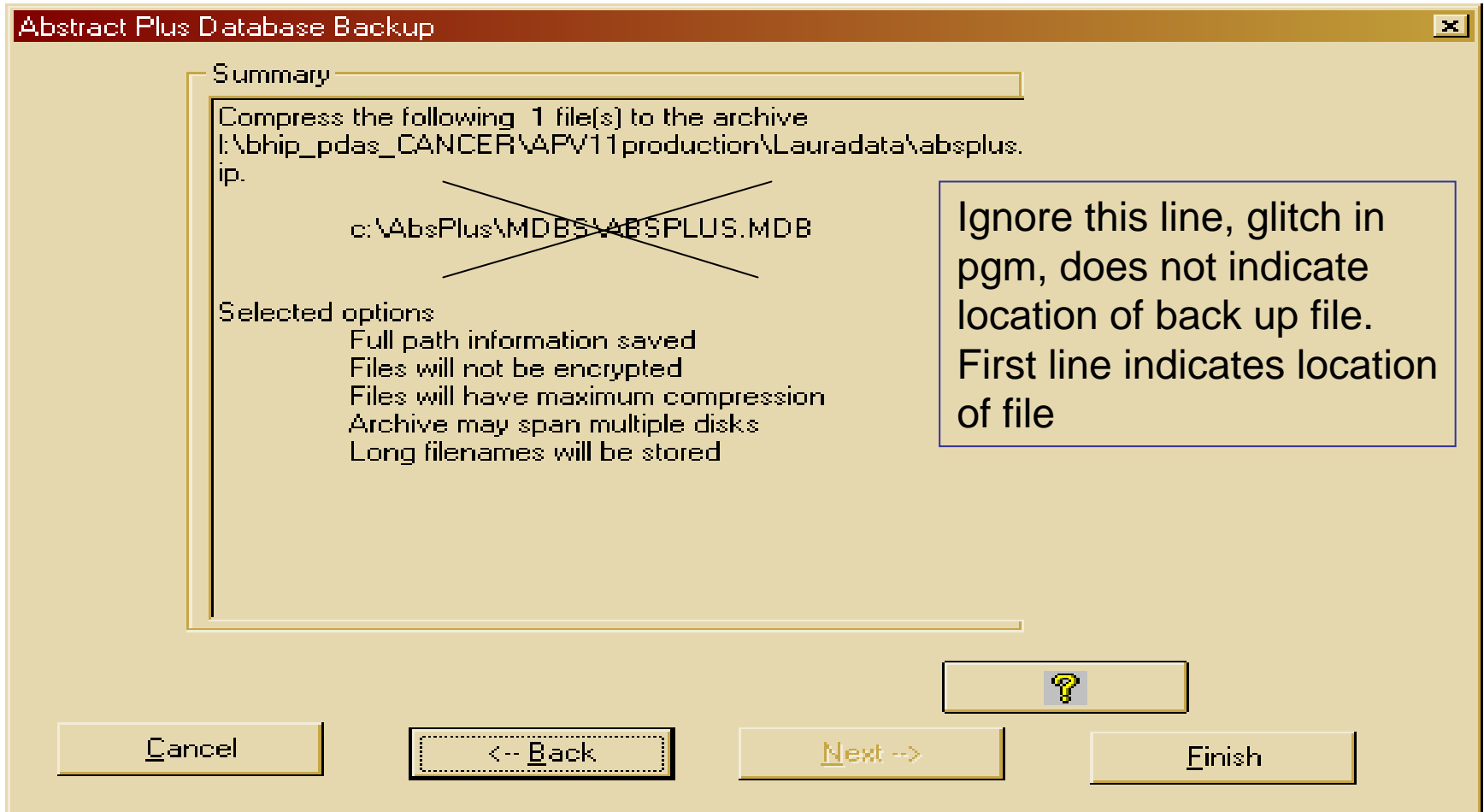
Installation



Log-Out/Back Up

- Log Out process is explained clearly in the manual.
- Back Up ‘Option:’ Abstract Plus offers users the option to back up files. WCRS recommends **always** backing up files to a LAN location before logging out of the system.

Log-Out/Back Up



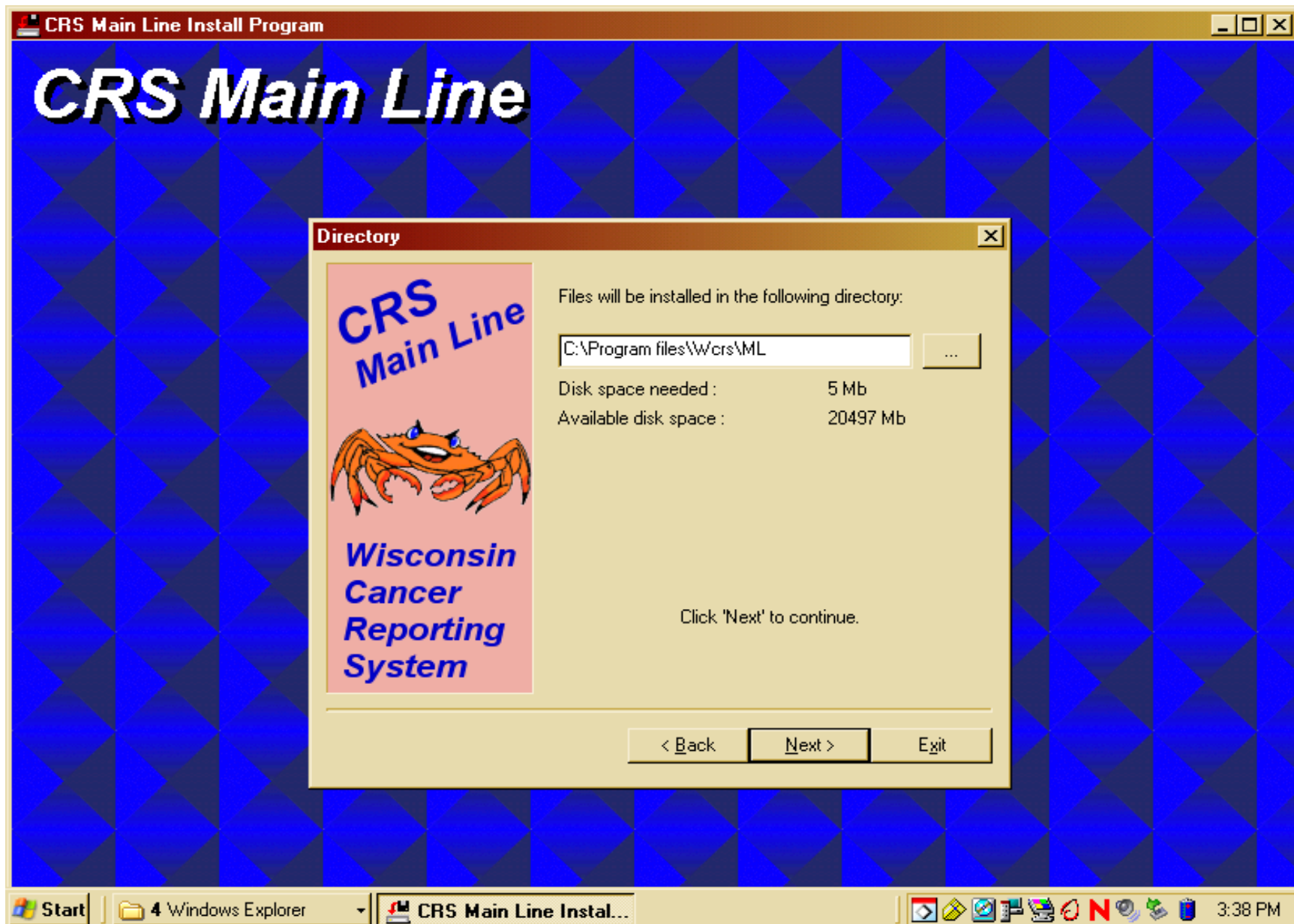
Login/User IDs

- Manual describes 'AP1' feature for first time user.
- Demonstration adding a user
- Demonstration changing a user
- Demonstration deleting a user

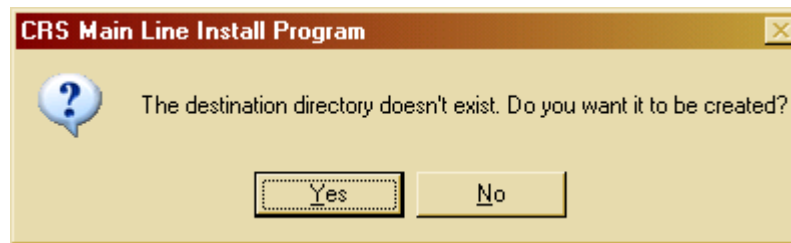
CRS Main Line

- Data SUBMISSION software
 - Separate from *Abstract Plus*
 - Encrypts and Compresses Files
 - Sends via email to WCRS
 - Following Screens show the installation and submission process.

Installation



CRS Main Line Installation




If you get this message, click Yes to create the folder where your Main Line files will be stored.

CRS Main Line Install Program

CRS Main Line

Confirmation



CRS
Main Line

*Wisconsin
Cancer
Reporting
System*

This program will be installed in:

C:\Program files\Wcrs\ML

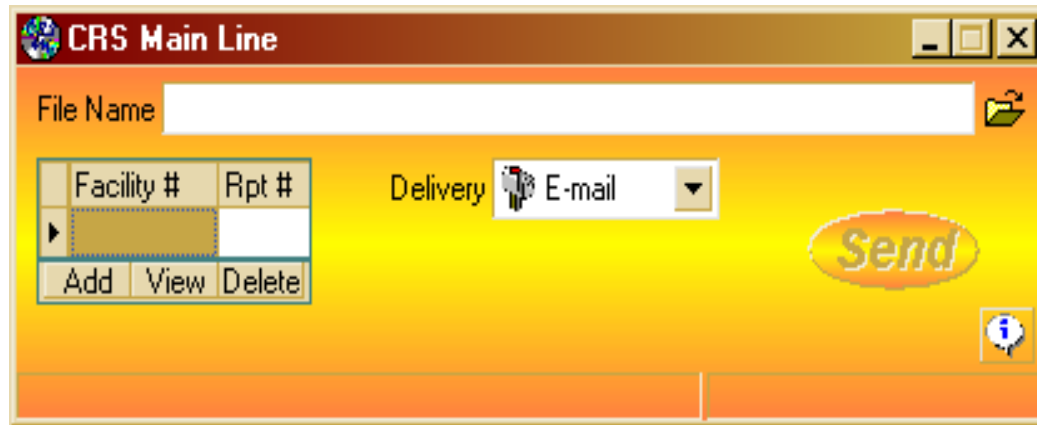
Click 'Start' to install CRS Main Line.

< Back **Start** Exit

Start | 4 Windows Explorer | CRS Main Line Insta... | Microsoft PowerPoint - [A... | 3:40 PM

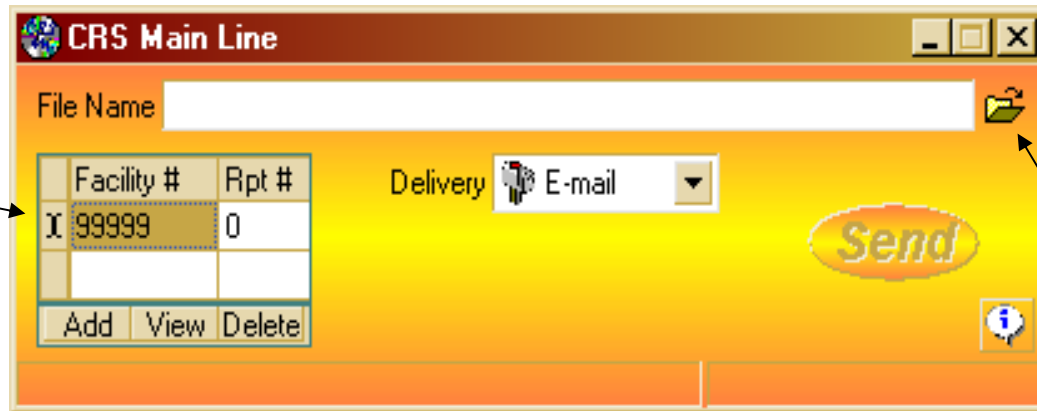
CRS Main Line File Submission

New Screen will look like this.



The screenshot shows the 'CRS Main Line' application window. At the top, there is a 'File Name' input field with a folder icon to its right. Below this is a table with two columns: 'Facility #' and 'Rpt #'. The first row of the table is empty. To the right of the table is a 'Delivery' dropdown menu set to 'E-mail'. Below the table are three buttons: 'Add', 'View', and 'Delete'. A large, stylized 'Send' button is positioned to the right of the table. In the bottom right corner, there is an information icon (a lowercase 'i' in a circle).

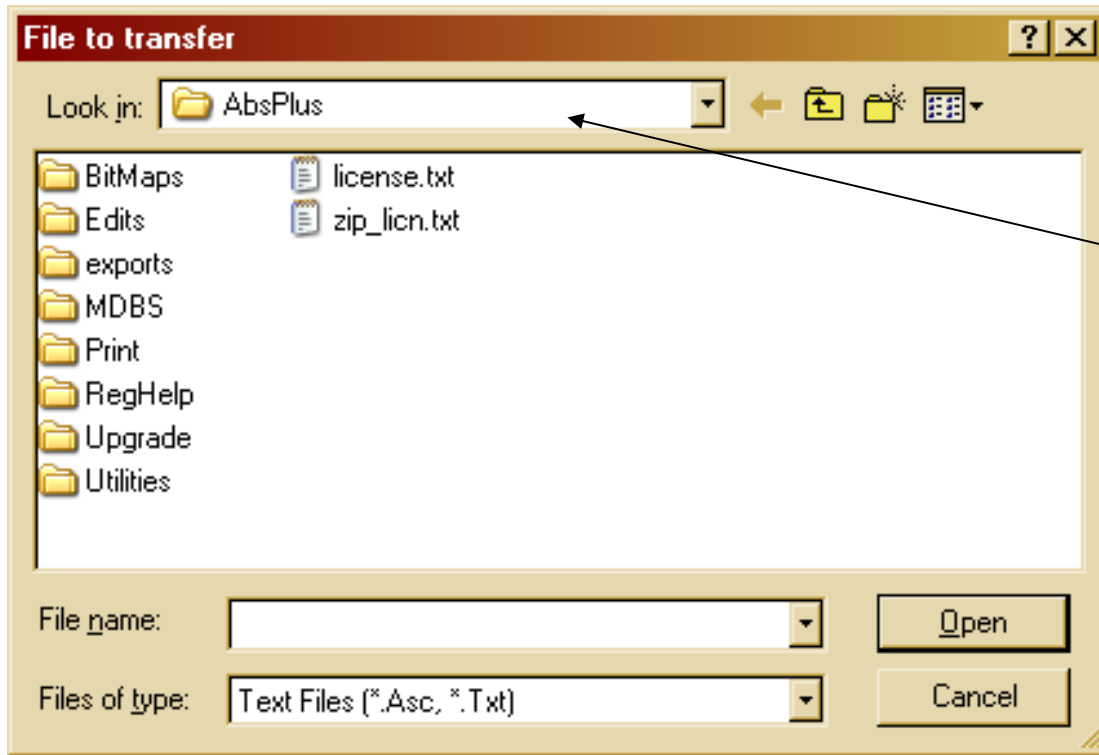
Add your Facility Number



This screenshot is identical to the one above, but the first row of the table now contains the value '99999' in the 'Facility #' column and '0' in the 'Rpt #' column. An arrow points from the text 'Add your Facility Number' to the '99999' entry.

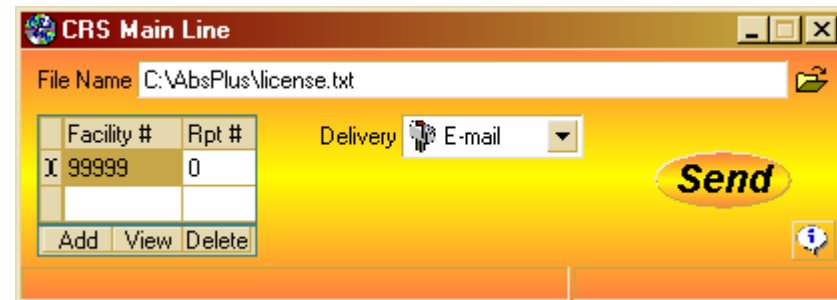
Next Step, find file to send to WCRS

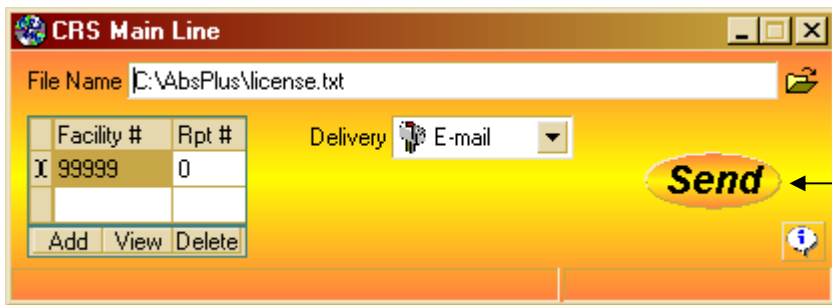
CRS Main Line



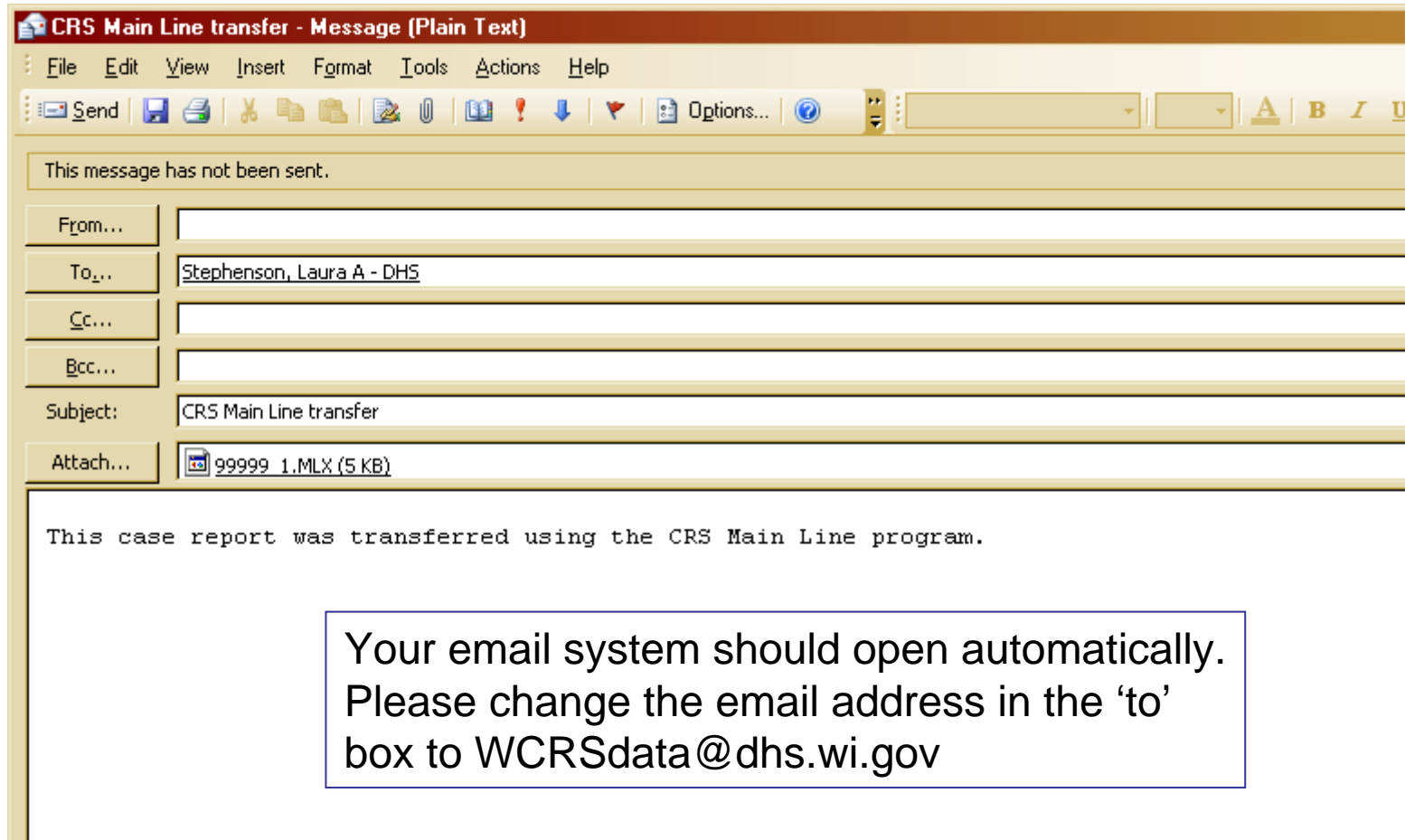
Navigate to file stored in your AbsPlus folder

Full file name appears in CRS Main Line.



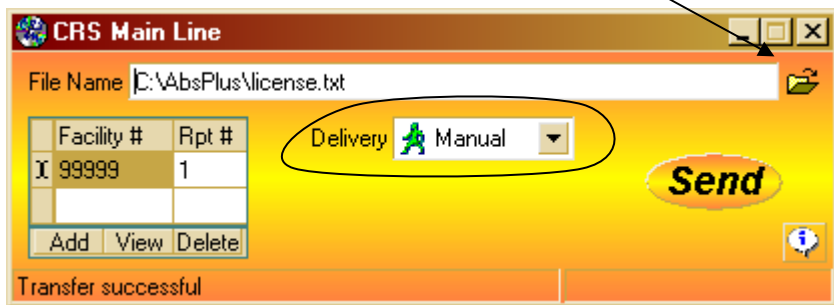


Hit the 'send' button to activate the automatic email attachment process

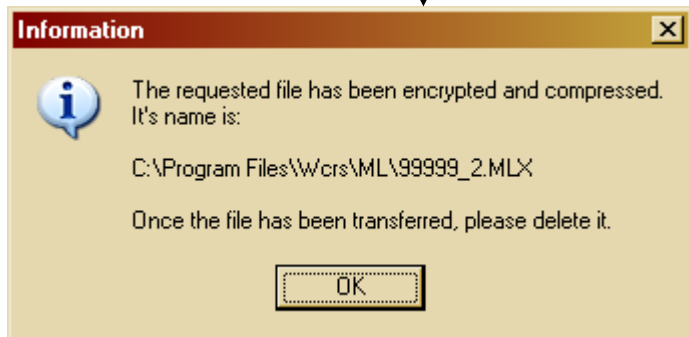


Manual Option (should automatic Email not work)

Click on 'Manual' in the Delivery box. Navigate to your submission file in the AbsPlus folder.

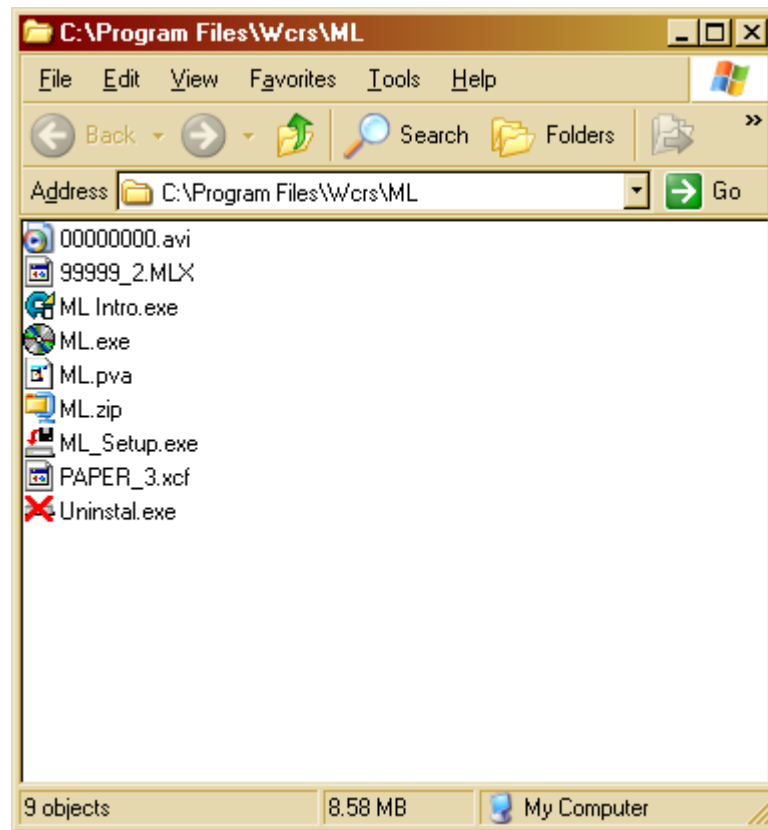


This message should appear...



Note: the pgm will name the file with your hospital # and the sequential number of submissions, and give it a .MLX extension.

Look for your file using My Computer



Open up your email, attach file and send to WCRSdata@dhs.wi.gov

Questions and Answers (?????)



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