Login page. Enter the correct email address and password.

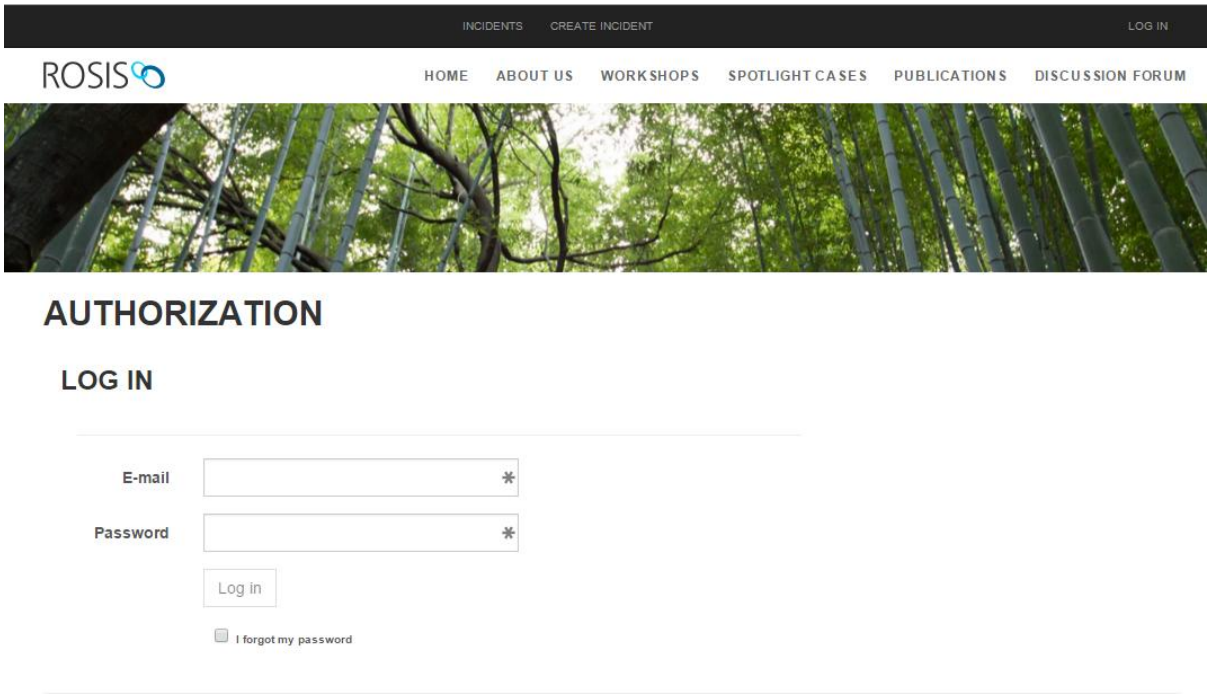

Figure 1 Login page

INCIDENTS PAGE

The 'Incidents' page has multiple tabs which display different data about reported incidents.

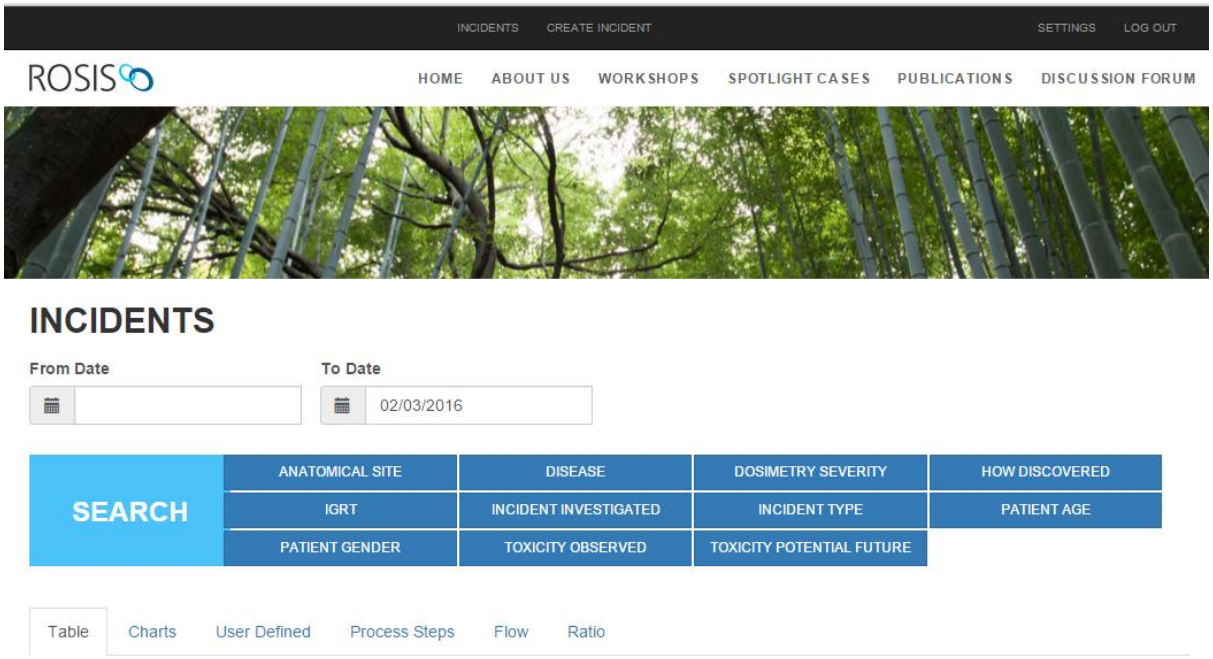

Figure 2 Incidents page

Incidents can be filtered by date and different options like patient age or gender, incident type, etc. From each category multiple options can be selected. The search result contains only incident reports that have been approved by the administrator.

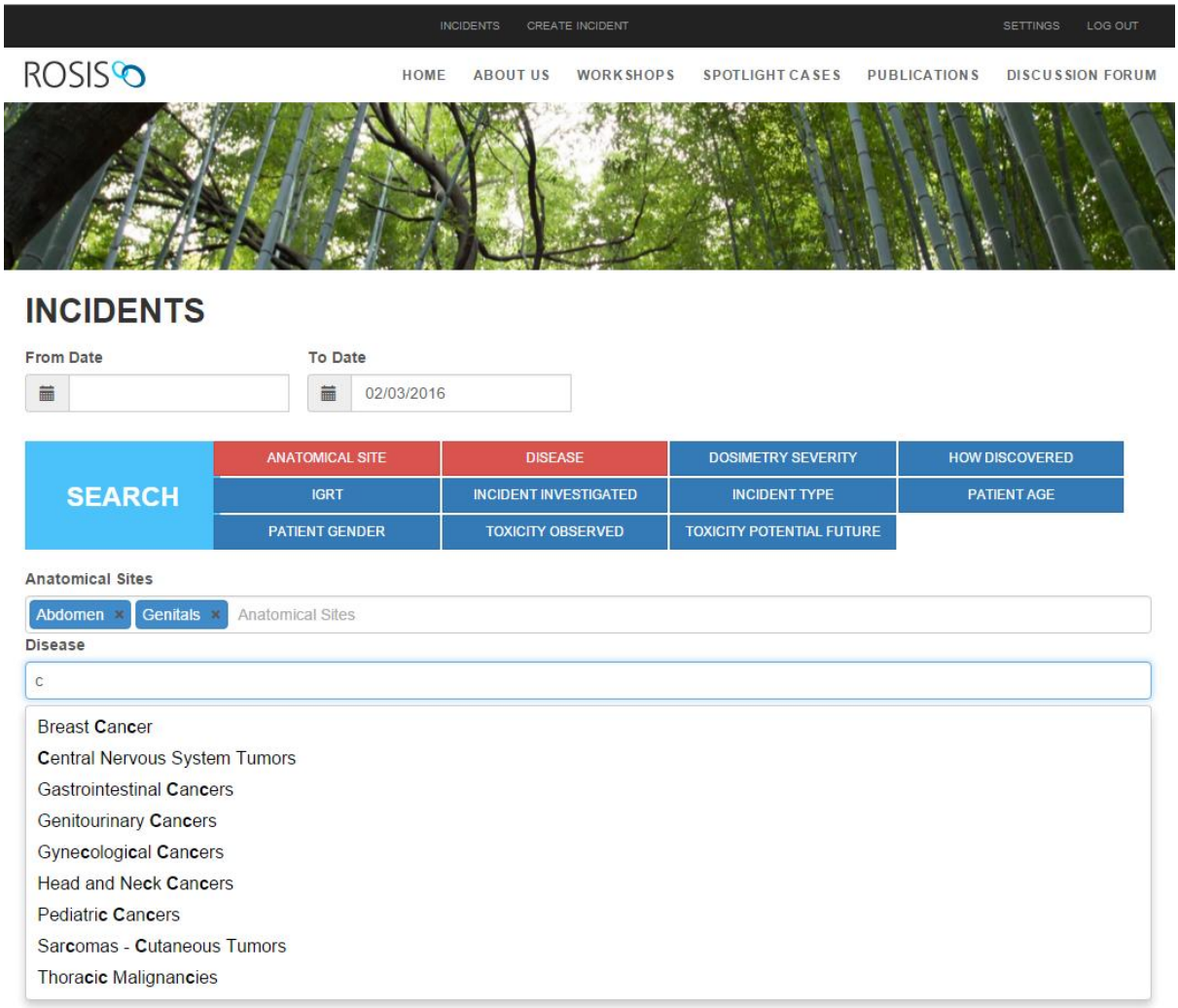

Figure 3 Search

If an option is selected, but the corresponding input field is hidden (by pressing the appropriate category button), the category button will be highlighted with a different color than other category buttons where option is selected. See figure 4.

Figure 4 Highlighted category button

Although the category field is hidden, the selected options will be used when fetching the reported incidents.

The search filter is used by every tab, which means that the user has to define the search criteria only once and it will be applied on every tab (Table, Charts, Flow).

SAVE DRAFT

When filling out the report incident form you have the ability to save a draft at any time in the process. At the bottom of the form there's a button labeled 'Save Draft'. After clicking on that button a link will be displayed. That link will enable you to continue editing the form whenever you are ready, all the fields will be pre-populated for you.

NOTE: the saved draft will not be part of the reports and nobody will be able access or analyze it. Only after you have submitted the whole incident this will be possible.

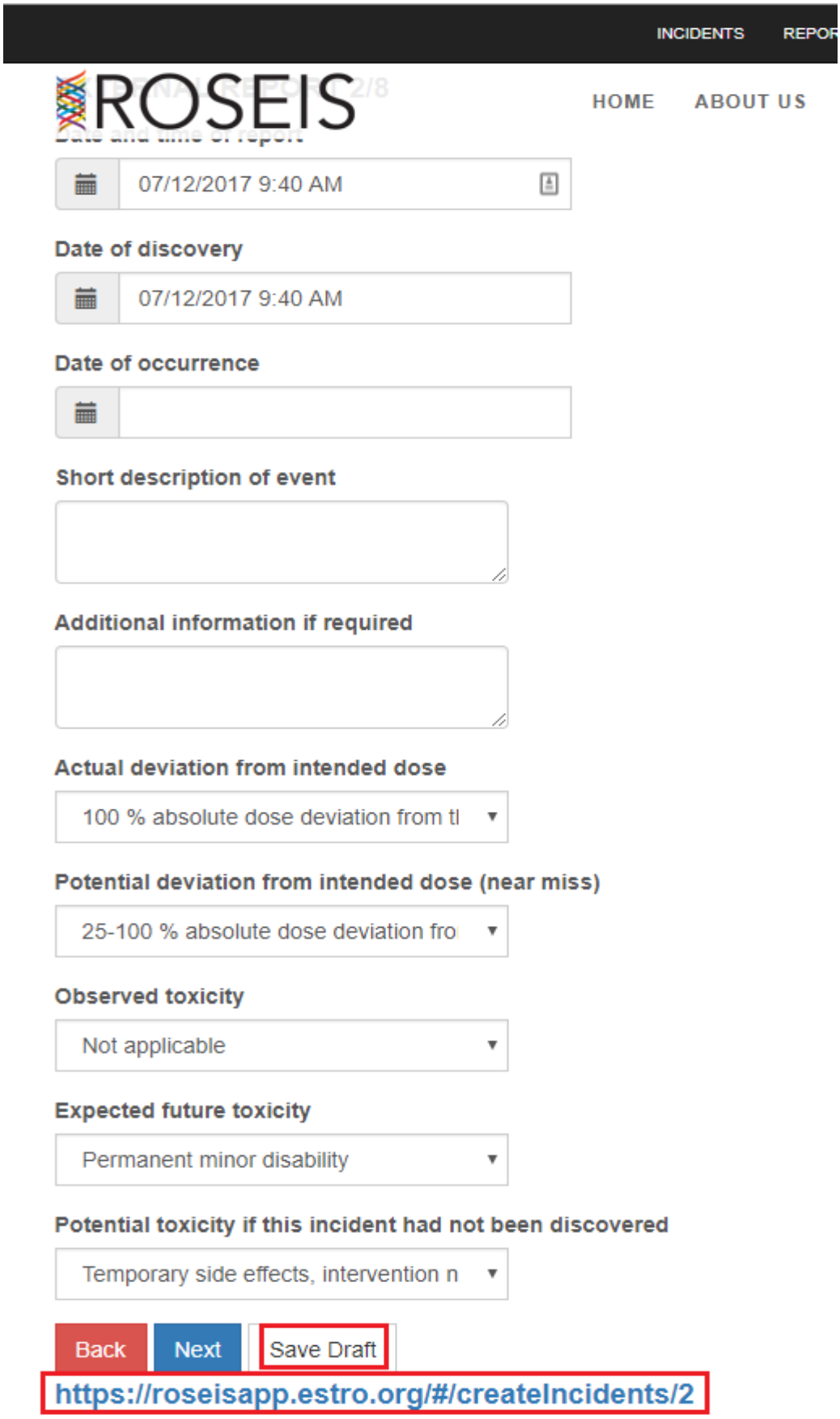

Figure 5 Save draft

TABLE TAB

The first tab, Table, display basic information about incidents. Additional data can be looked up by pressing the ‘+’ button on the far right which opens a pop-up.

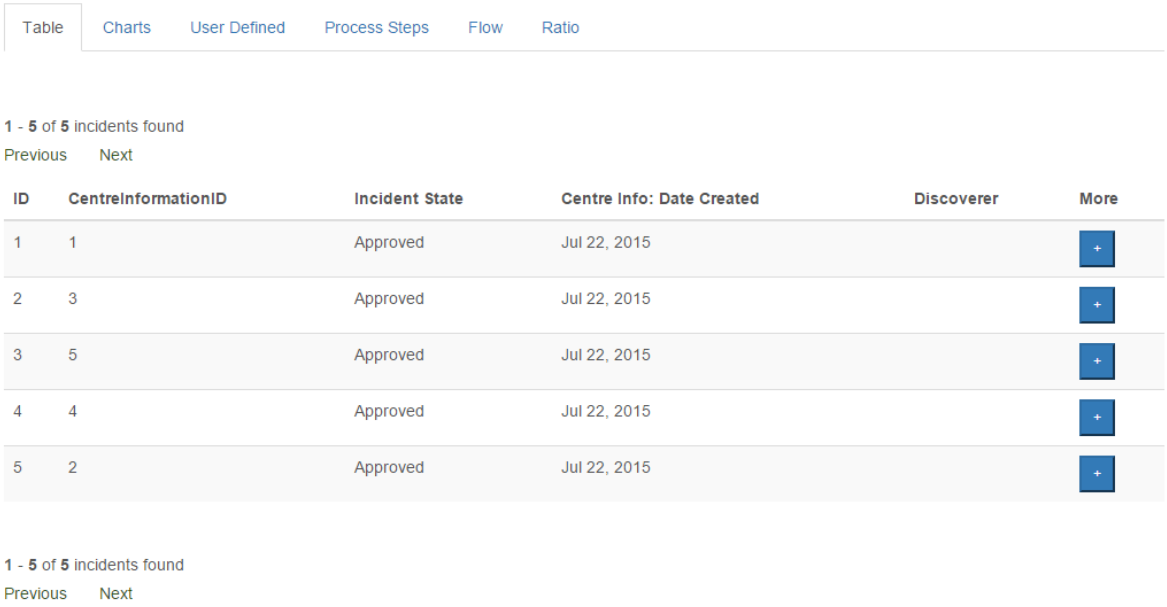

Figure 6 Table tab

The pop-up contains several tabs with different data.

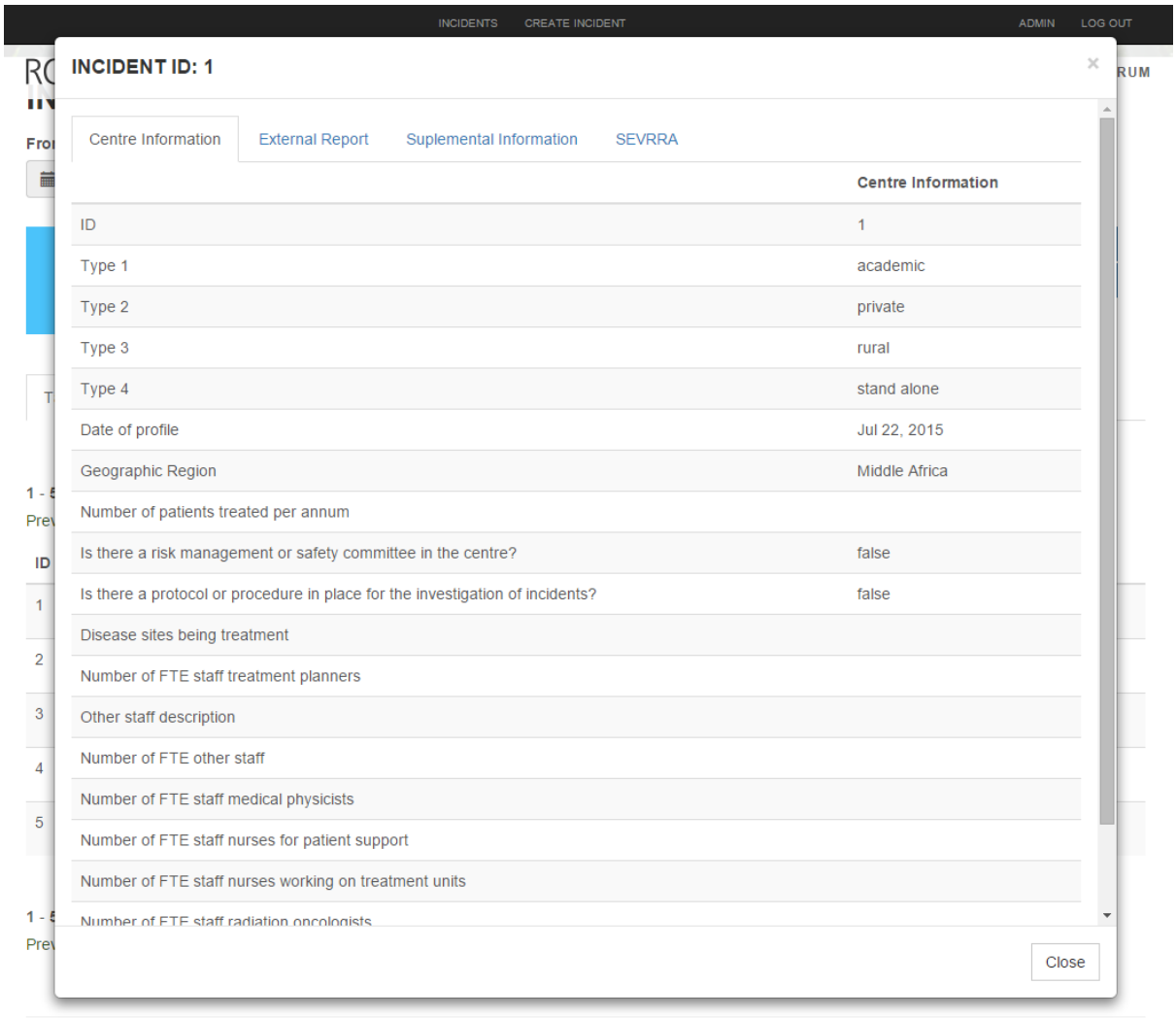

Figure 7 Incident pop-up

The last tab in the pop-up is called ‘SEVRRA’. In this tab the user can perform risk analysis for the selected incident by selecting parameters that best suit their scenario.

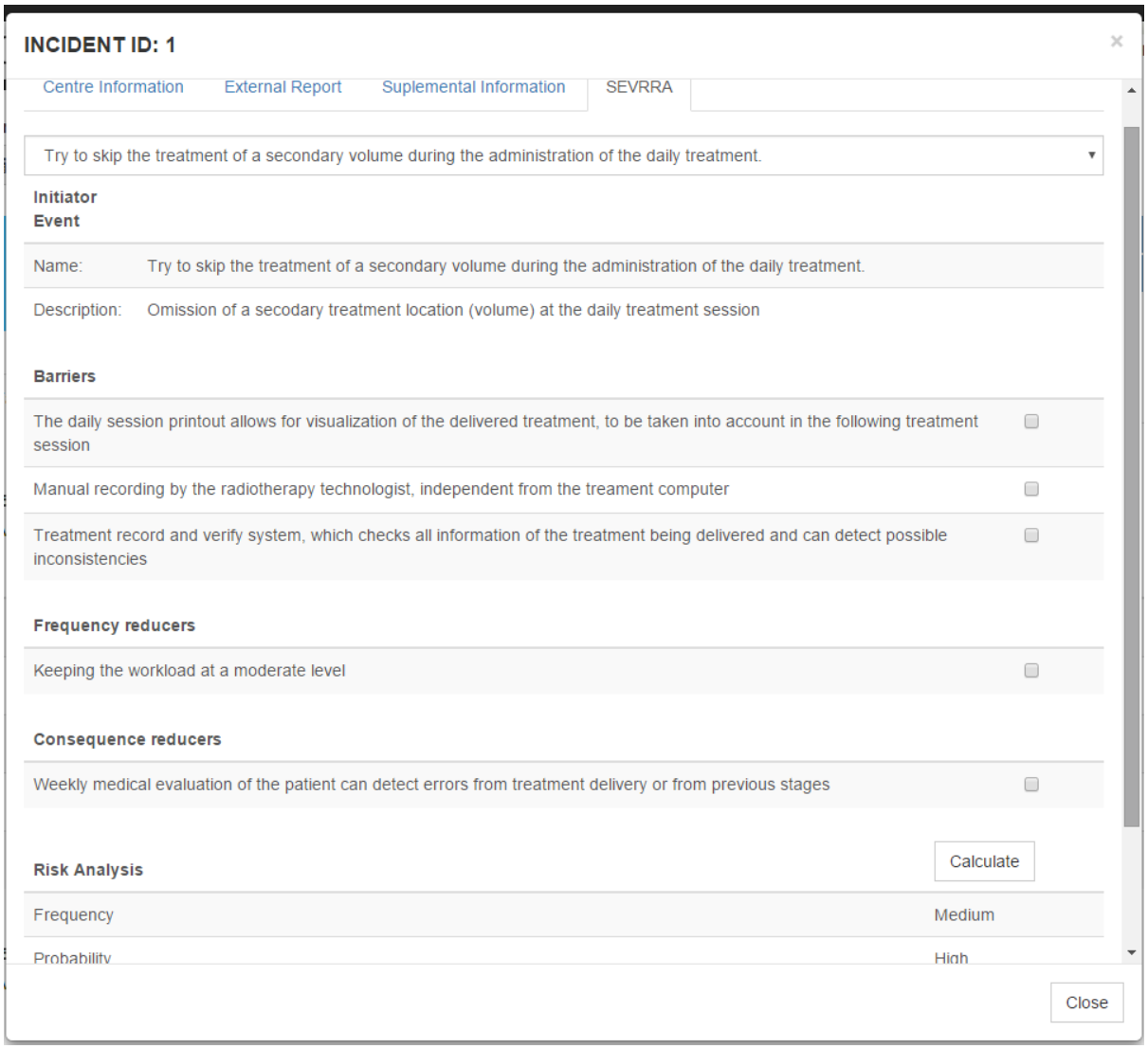

Figure 8 SEVRRA tab

CHARTS

Under the Charts tab the user can find additional tabs which lead to different chart types. Bars and pie pieces are clickable and trigger a drill down to a lower level.

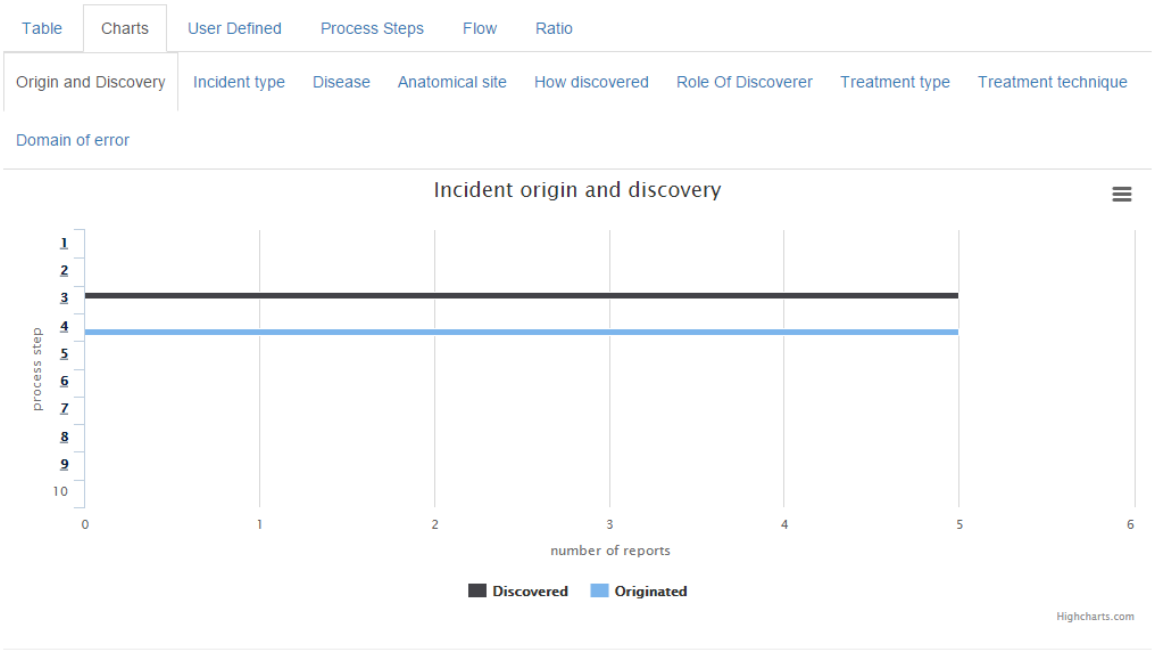

Figure 9 Charts

FLOW

This tab shows a graphical representation of how many incidents originated or were discovered in a process step. Steps with additional sub steps are clickable. If you click on a square with a value, you'll be redirected to the table tab which will be filled with incidents that originated or were discovered in the selected process step.

Figure 10 Flow

CREATE INCIDENT

'Create incident' consists of multiple page of forms separated in three main parts: centre information, external report, and supplemental information.

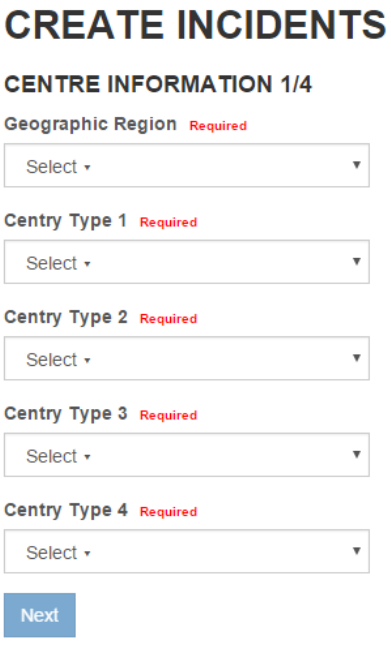

Figure 11 Create incident

After each part is finished the user can review their input.

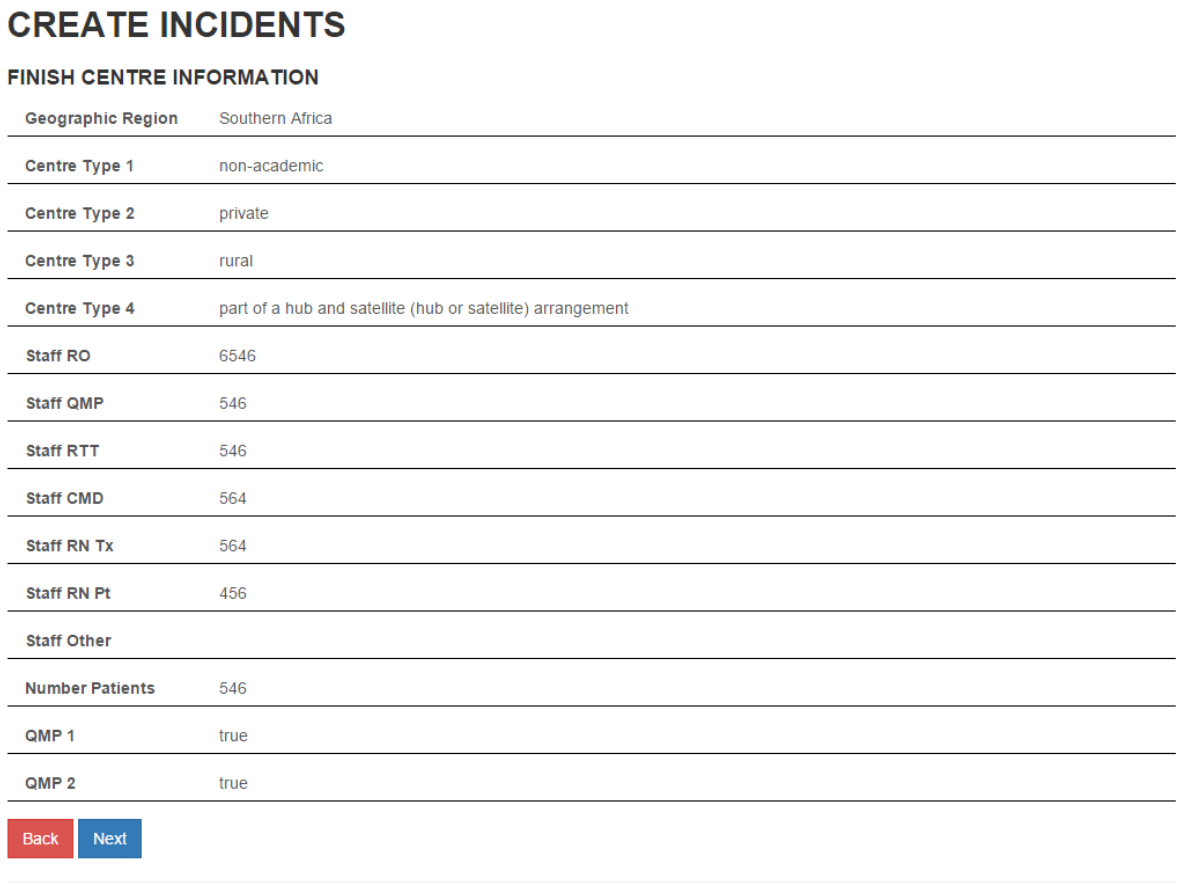

Figure 12 Create incident review

After the incident has been submitted the user can review the entire incident and download it for offline review.

CREATED INCIDENT

Download | Show Incident | Next

Incident Id	7
Geographic Region	South America
Centre Type 1	academic
Centre Type 2	private
Centre Type 3	rural
Centre Type 4	part of a hub and satellite (hub or satellite) arrangement
Staff RO	
Staff QMP	
Staff RTT	
Staff CMD	
Staff RN Tx	123
Staff RN Pt	14
Staff Other	
Number Patients	20
QMP 1	true
QMP 2	true
Treatment Type	brachytherapy
Incident Type	adverse event

Figure 13 Submitted incident

ADMIN DASHBOARD

The first page on the admin dashboard is ‘Approve report’. It contains the same search options as the client dashboard, but has an additional category called ‘Incident state’. This category has three options: new, approved, and declined. Which means that the admin can lookup incident reports that are not yet approved or that have been declined

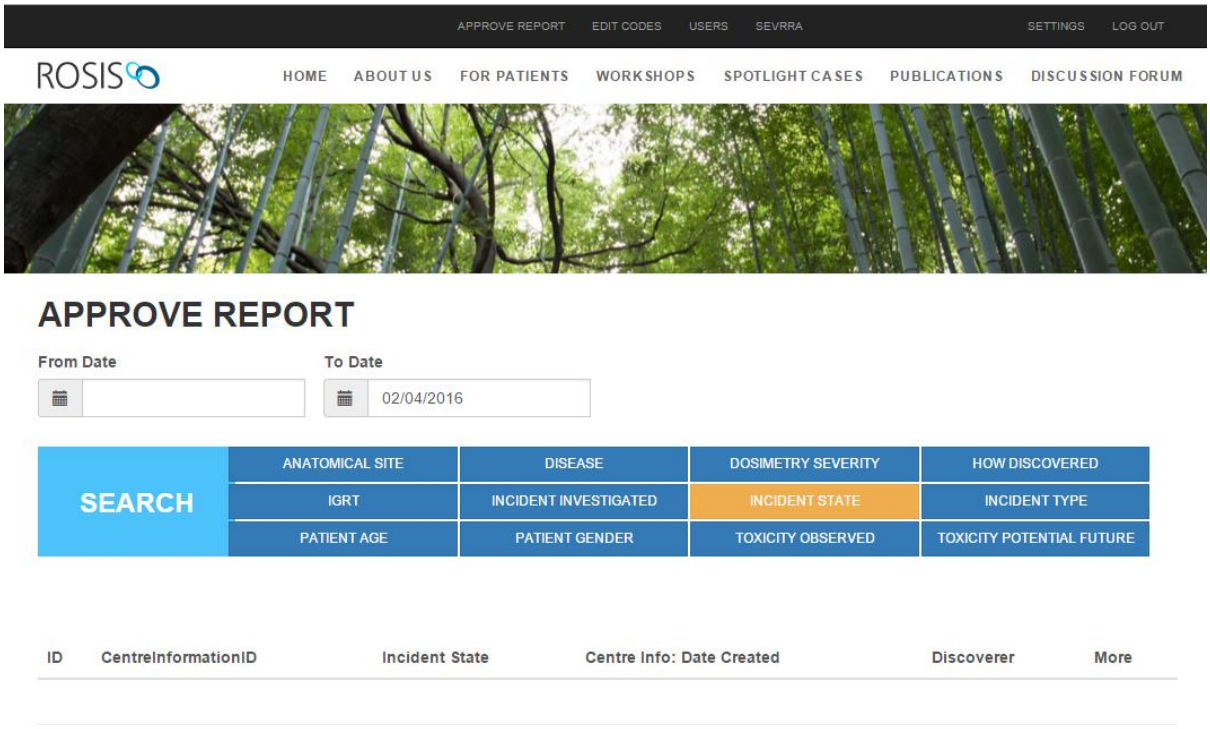

Figure 14 Approve report

The admin can change the incident’s state by pressing the ‘+’ button in the incidents table. This will open a pop-up where the admin can update the state of the selected incident.

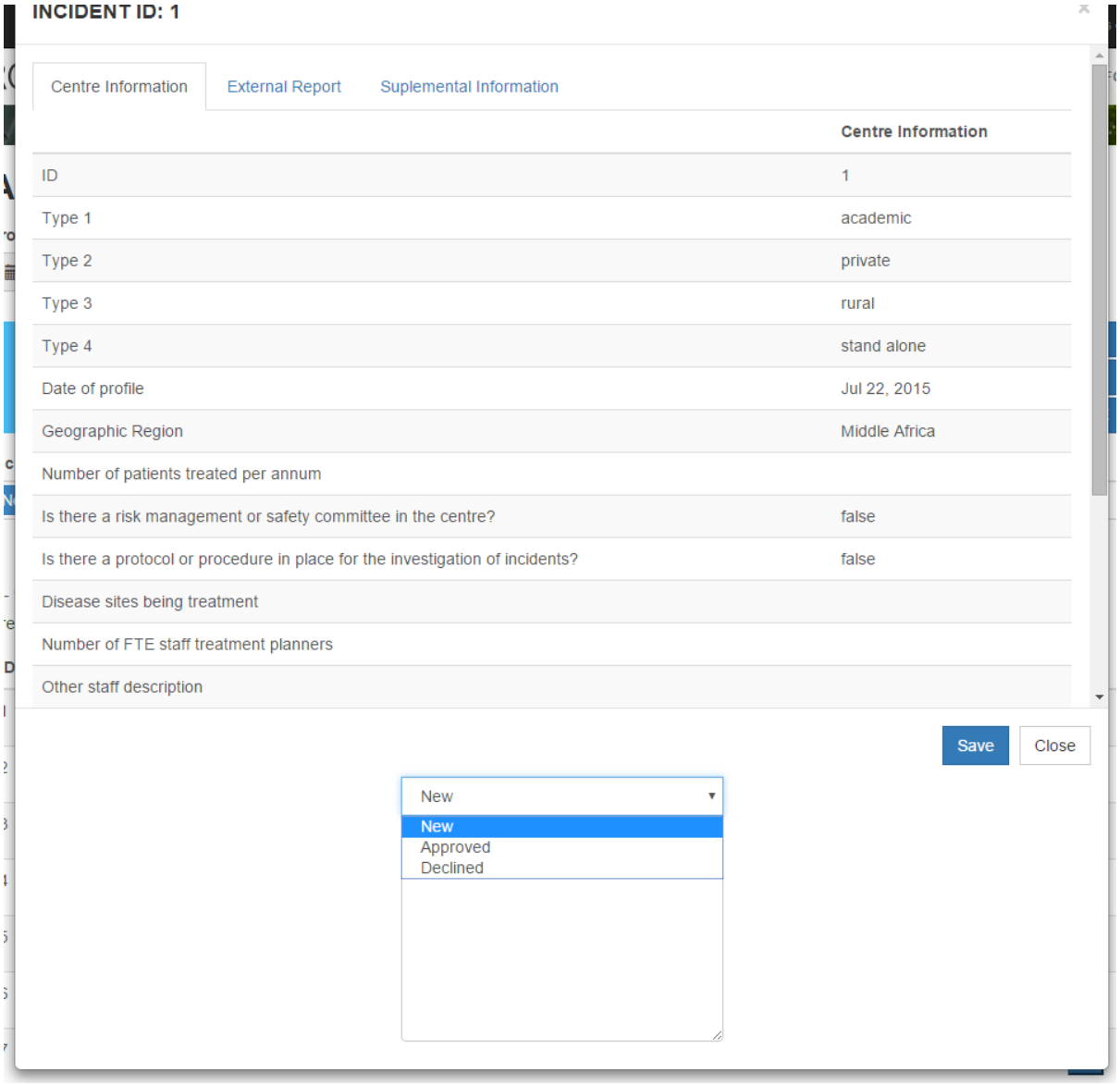

Figure 15 Approve or decline

EDIT CODE

The ‘Edit code’ page allows the admin to add, update or delete options for a selected category.

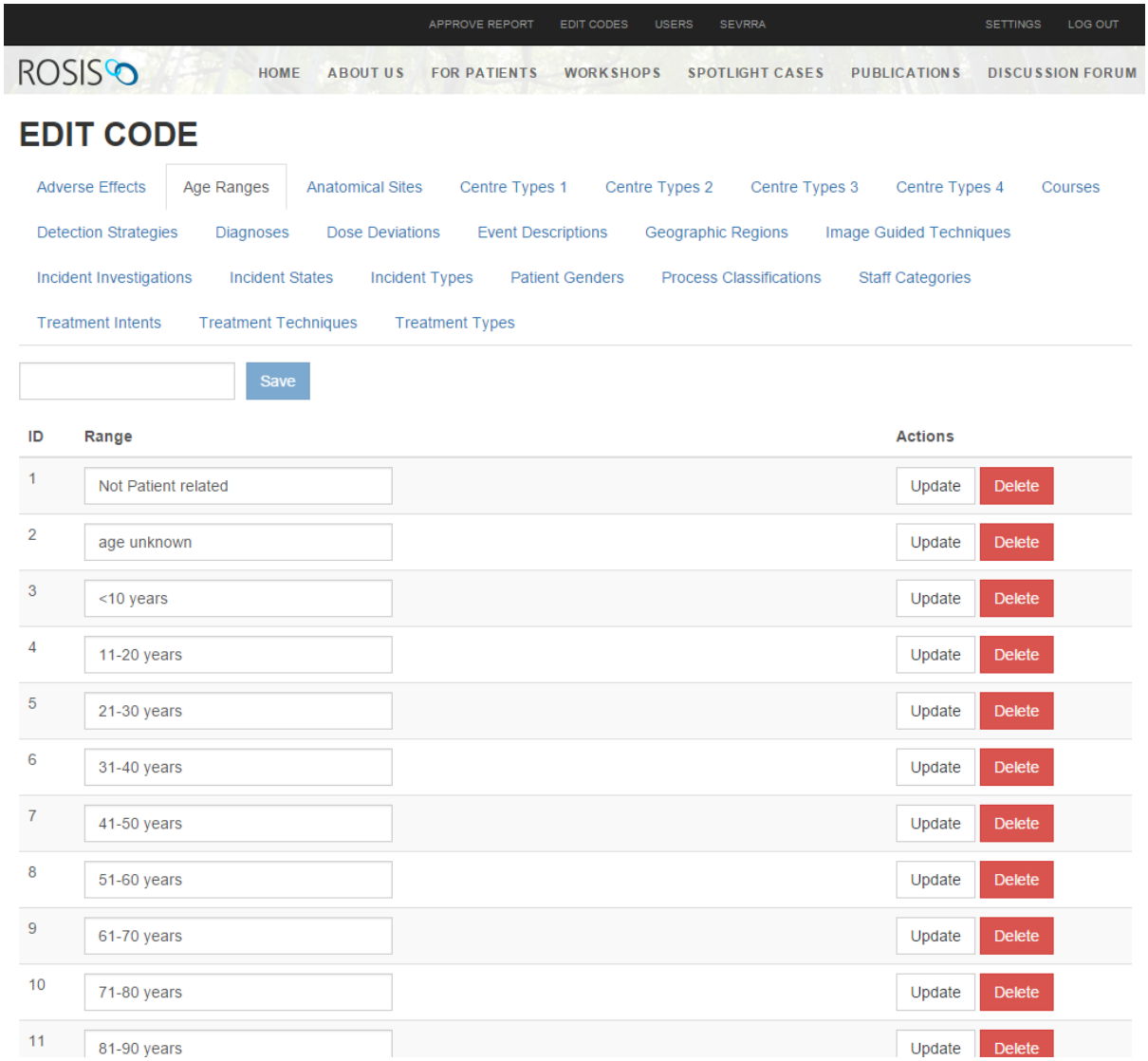

Figure 16 Edit code

USERS

On the ‘Users’ page are three tabs: create user, roles, and manage users.

On the ‘Create user’ tab the admin can create new users by writing down their email address and a password with at least six characters. Alternatively,the password can be automatically generated by pressing the ‘Generate random password’ button.

After pressing ‘Create’ button the user will be created and an email will send to the provided email address containing a welcome message and password.

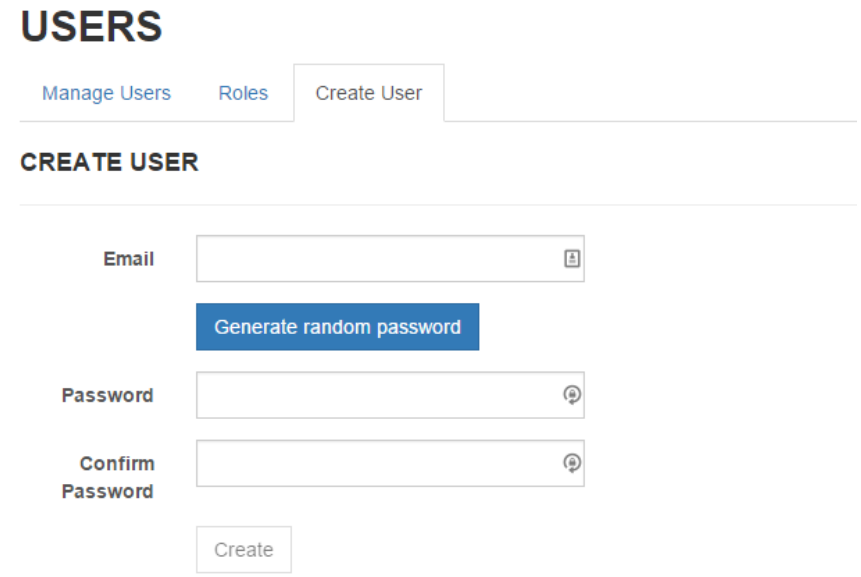

Figure 17 Create user

The ‘Roles’ tab allows the admin to create, delete or update roles. Currently only one role is being used, the ‘admin’ role. Only users to whom the ‘admin’ role has been assigned can access the admin dashboard.

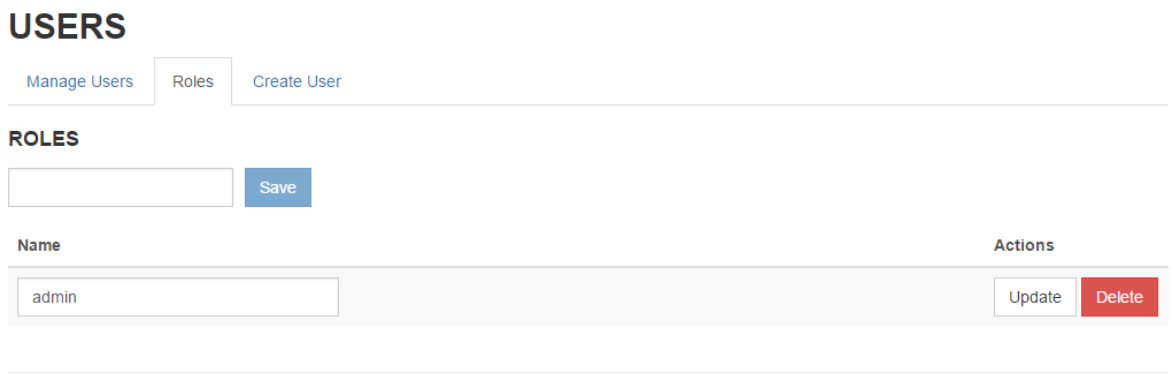

Figure 18 Roles

The 'Manage users' tab allows the admin to delete users or to change their roles.

Users can be searched by various criterias.

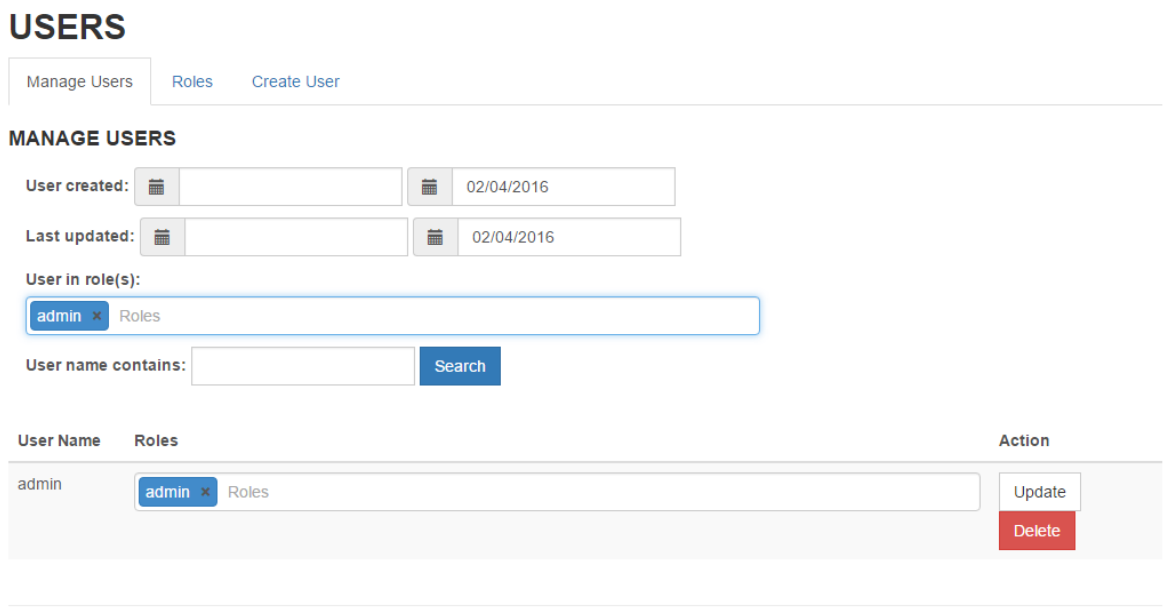

Figure 19 Manage users

SEVRRA

The 'SEVRRA' page allows mapping of ROSIS process steps and SEVRRA analysis.

SEVRRA options will be visible when performing risk analysis on the client dashboard.

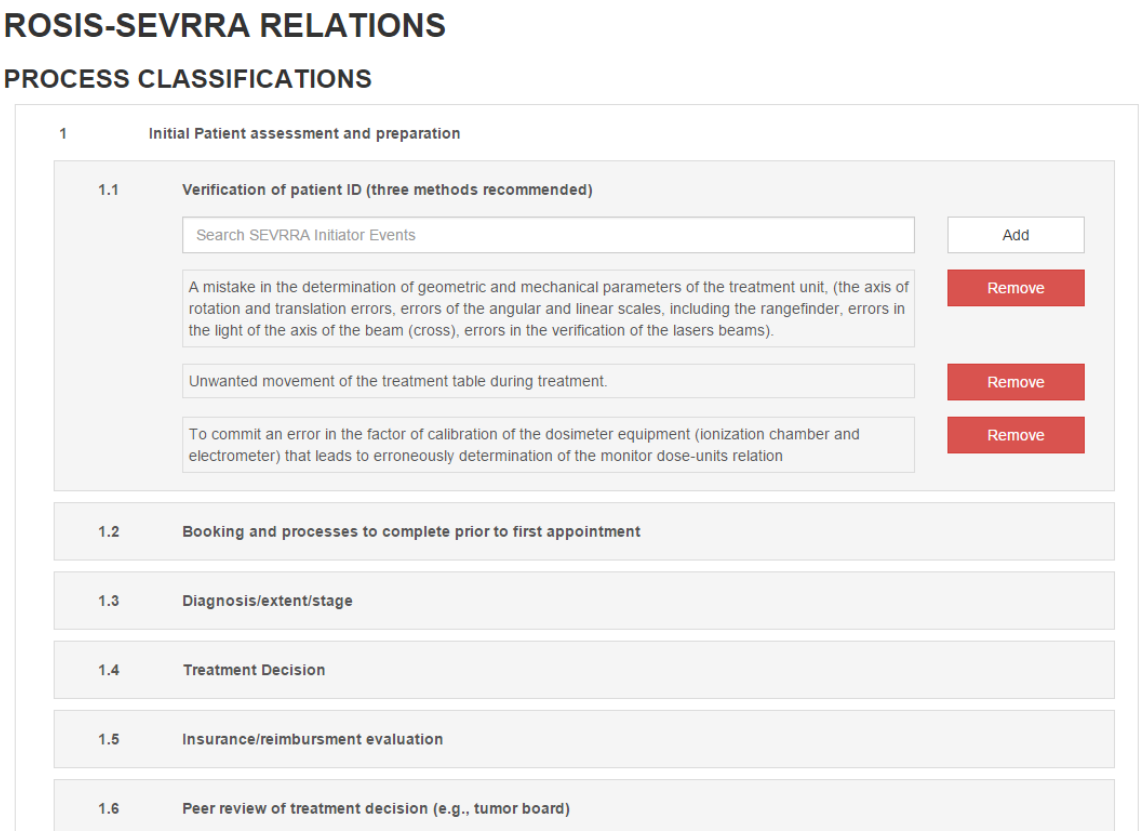

Figure 20 SEVRRA