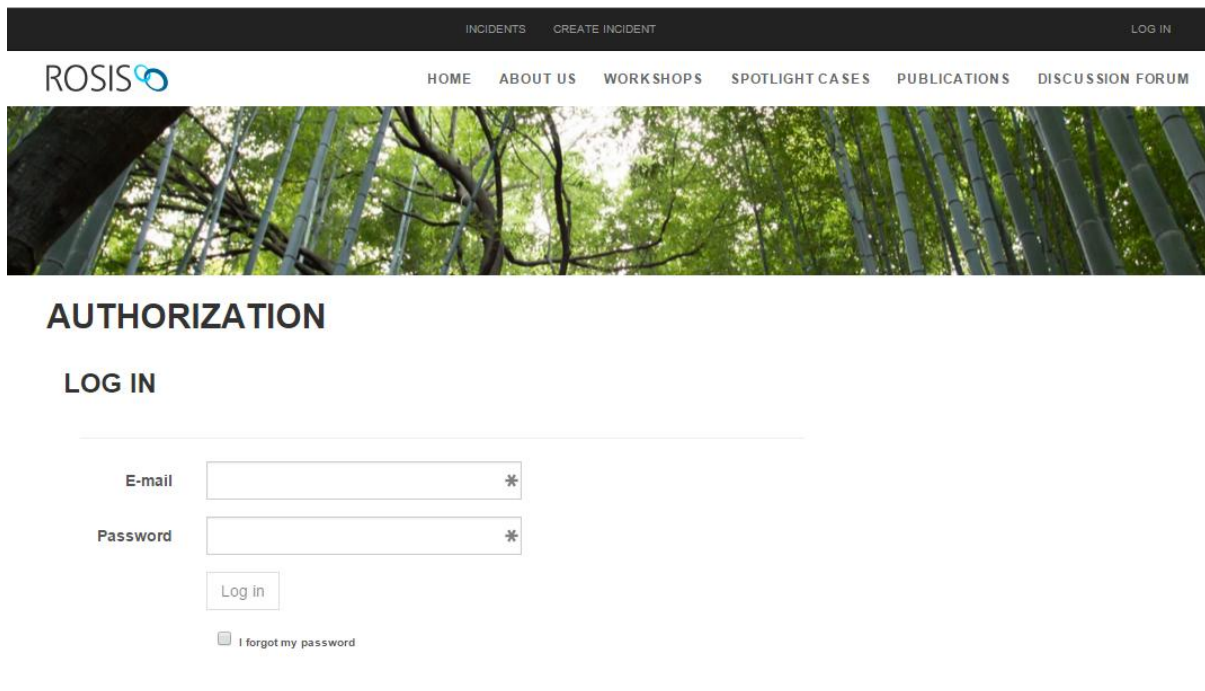


Login page. Enter the correct email address and password.



INCIDENTS CREATE INCIDENT LOG IN

ROSIS

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AUTHORIZATION

LOG IN

E-mail *

Password *

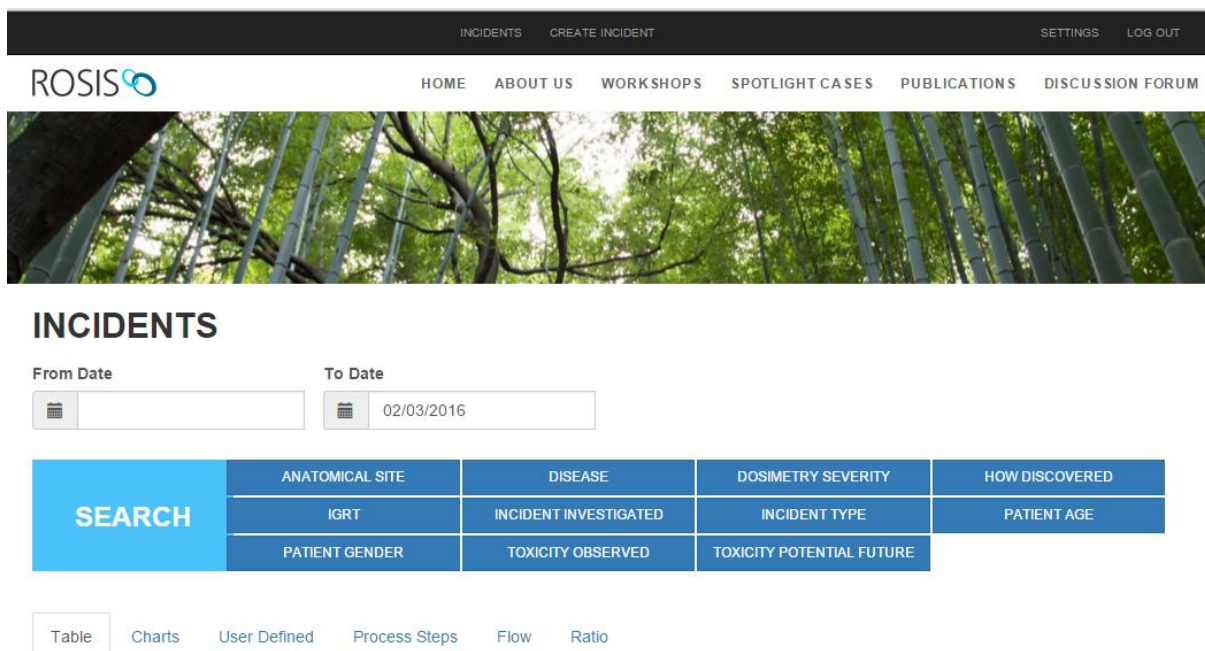
Log in

☐ I forgot my password

Figure 1 Login page

INCIDENTS PAGE

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



INCIDENTS CREATE INCIDENT SETTINGS LOG OUT

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INCIDENTS

From Date To Date

02/03/2016

SEARCH	ANATOMICAL SITE	DISEASE	DOSIMETRY SEVERITY	HOW DISCOVERED
	IGRT	INCIDENT INVESTIGATED	INCIDENT TYPE	PATIENT AGE
	PATIENT GENDER	TOXICITY OBSERVED	TOXICITY POTENTIAL FUTURE	

Table Charts User Defined Process Steps Flow Ratio

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.

INCIDENTS

From Date To Date

SEARCH	ANATOMICAL SITE	DISEASE	DOSIMETRY SEVERITY	HOW DISCOVERED
	IGRT	INCIDENT INVESTIGATED	INCIDENT TYPE	PATIENT AGE
	PATIENT GENDER	TOXICITY OBSERVED	TOXICITY POTENTIAL FUTURE	

Anatomical Sites

Abdomen x Genitals x Anatomical Sites

Disease

c

- Breast Cancer
- Central Nervous System Tumors
- Gastrointestinal Cancers
- Genitourinary Cancers
- Gynecological Cancers
- Head and Neck Cancers
- Pediatric Cancers
- Sarcomas - Cutaneous Tumors
- Thoracic Malignancies

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.

INCIDENTS

From Date	To Date
<input type="text"/>	<input type="text" value="02/03/2016"/>

SEARCH	ANATOMICAL SITE	DISEASE	DOSIMETRY SEVERITY	HOW DISCOVERED
	IGRT	INCIDENT INVESTIGATED	INCIDENT TYPE	PATIENT AGE
	PATIENT GENDER	TOXICITY OBSERVED	TOXICITY POTENTIAL FUTURE	

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.


INCIDENTS

REPORT


ROSEIS

HOMEABOUT US


Date and time of report



07/12/2017 9:40 AM




Date of discovery



07/12/2017 9:40 AM

Date of occurrence



Short description of event

Additional information if required

Actual deviation from intended dose

100 % absolute dose deviation from tl

Potential deviation from intended dose (near miss)

25-100 % absolute dose deviation fro

Observed toxicity

Not applicable

Expected future toxicity

Permanent minor disability

Potential toxicity if this incident had not been discovered

Temporary side effects, intervention n

Back

Next

Save Draft

<https://roseisapp.estro.org/#/createIncidents/2>

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.

Table	Charts	User Defined	Process Steps	Flow	Ratio
-------	--------	--------------	---------------	------	-------

1 - 5 of 5 incidents found

PreviousNext

ID	CentreInformationID	Incident State	Centre Info: Date Created	Discoverer	More
1	1	Approved	Jul 22, 2015		+
2	3	Approved	Jul 22, 2015		+
3	5	Approved	Jul 22, 2015		+
4	4	Approved	Jul 22, 2015		+
5	2	Approved	Jul 22, 2015		+

1 - 5 of 5 incidents found

PreviousNext

Figure 6 Table tab

The pop-up contains several tabs with different data.

INCIDENTS

CREATE INCIDENT

ADMIN

LOG OUT

INCIDENT ID: 1

×

Centre Information

External Report

Supplemental Information

SEVRRRA

Centre Information	
ID	1
Type 1	academic
Type 2	private
Type 3	rural
Type 4	stand alone
Date of profile	Jul 22, 2015
Geographic Region	Middle Africa
Number of patients treated per annum	
Is there a risk management or safety committee in the centre?	false
Is there a protocol or procedure in place for the investigation of incidents?	false
Disease sites being treatment	
Number of FTE staff treatment planners	
Other staff description	
Number of FTE other staff	
Number of FTE staff medical physicists	
Number of FTE staff nurses for patient support	
Number of FTE staff nurses working on treatment units	
Number of FTE staff radiation oncologists	

Close

Figure 7 Incident pop-up

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

INCIDENT ID: 1

Centre Information
External Report
Supplemental Information
SEVRRRA

Try to skip the treatment of a secondary volume during the administration of the daily treatment.

Initiator
Event

Name: Try to skip the treatment of a secondary volume during the administration of the daily treatment.

Description: Omission of a secondary treatment location (volume) at the daily treatment session

Barriers

The daily session printout allows for visualization of the delivered treatment, to be taken into account in the following treatment session
☐

Manual recording by the radiotherapy technologist, independent from the treatment computer
☐

Treatment record and verify system, which checks all information of the treatment being delivered and can detect possible inconsistencies
☐

Frequency reducers

Keeping the workload at a moderate level
☐

Consequence reducers

Weekly medical evaluation of the patient can detect errors from treatment delivery or from previous stages
☐

Risk Analysis

Calculate

Frequency
Medium

Probability
High

Close

Figure 8 SEVRRRA 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.

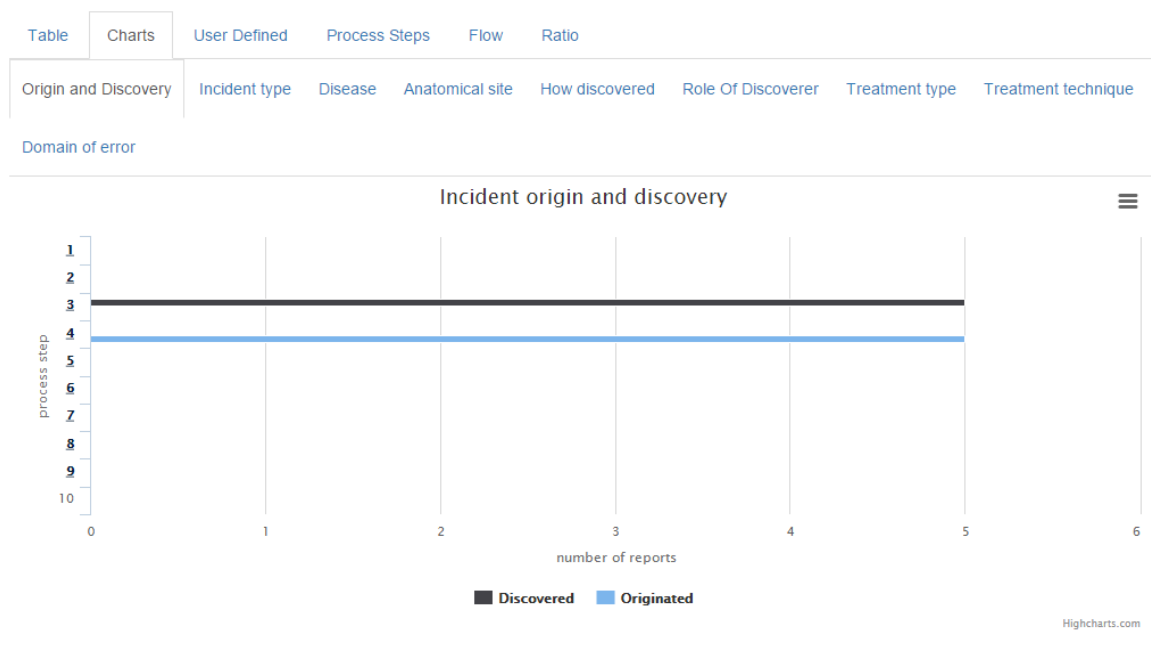


Figure 9 Charts

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.

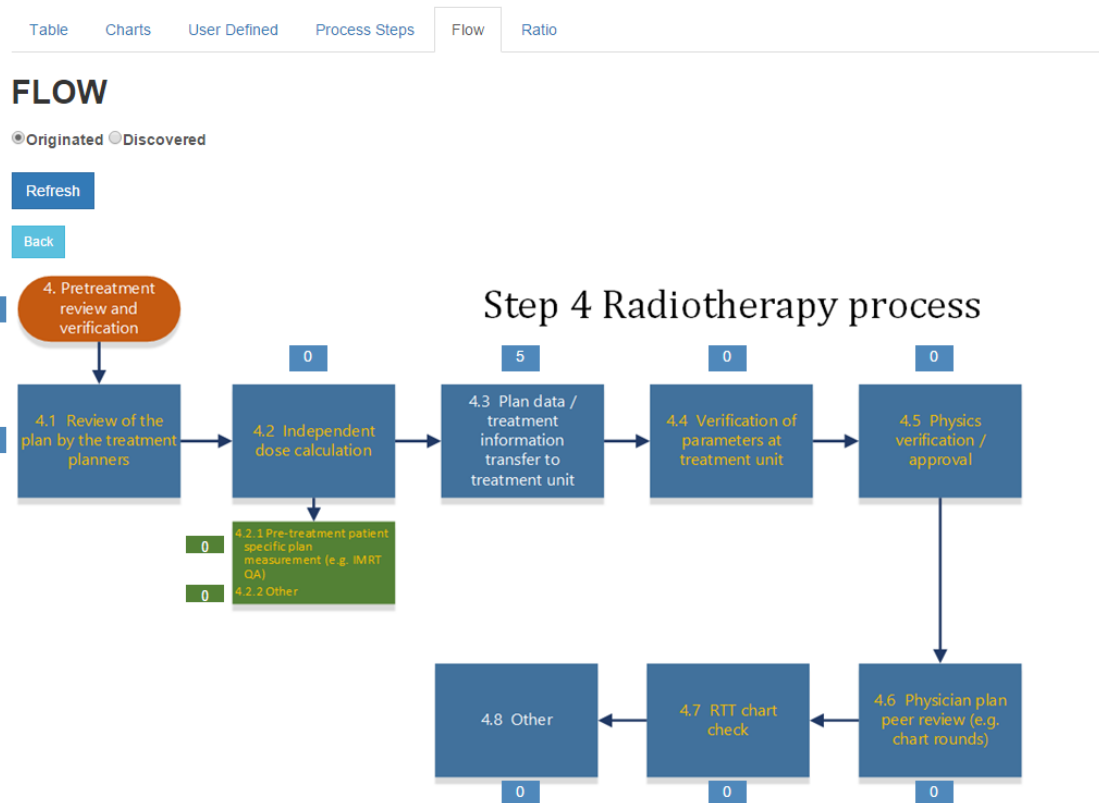


Figure 10 Flow

CREATE INCIDENT

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

CREATE INCIDENTS

CENTRE INFORMATION 1/4

Geographic Region Required

Select ▼

Centry Type 1 Required

Select ▼

Centry Type 2 Required

Select ▼

Centry Type 3 Required

Select ▼

Centry Type 4 Required

Select ▼

Next

Figure 11 Create incident

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

CREATE INCIDENTS

FINISH CENTRE INFORMATION

Geographic Region	Southern Africa
Centre Type 1	non-academic
Centre Type 2	private
Centre Type 3	rural
Centre Type 4	part of a hub and satellite (hub or satellite) arrangement
Staff RO	6546
Staff QMP	546
Staff RTT	546
Staff CMD	564
Staff RN Tx	564
Staff RN Pt	456
Staff Other	
Number Patients	546
QMP 1	true
QMP 2	true

[Back](#) [Next](#)


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

Incident Id

7

 Download

Show Incident

Next

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

APPROVE REPORT

From Date To Date

SEARCH	ANATOMICAL SITE	DISEASE	DOSIMETRY SEVERITY	HOW DISCOVERED
	IGRT	INCIDENT INVESTIGATED	INCIDENT STATE	INCIDENT TYPE
	PATIENT AGE	PATIENT GENDER	TOXICITY OBSERVED	TOXICITY POTENTIAL FUTURE

ID	Centre Information ID	Incident State	Centre Info: Date Created	Discoverer	More
----	-----------------------	----------------	---------------------------	------------	------

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.

INCIDENT ID: 1

Centre Information

External Report

Supplemental Information

Centre Information

ID	1
Type 1	academic
Type 2	private
Type 3	rural
Type 4	stand alone
Date of profile	Jul 22, 2015
Geographic Region	Middle Africa
Number of patients treated per annum	
Is there a risk management or safety committee in the centre?	false
Is there a protocol or procedure in place for the investigation of incidents?	false
Disease sites being treatment	
Number of FTE staff treatment planners	
Other staff description	

Save

Close

New

New

Approved

Declined

Figure 15 Approve or decline

EDIT CODE

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

APPROVE REPORTEDIT CODESUSERSSEVRA

SETTINGSLOG OUT

ROSIS

HOMEABOUT USFOR PATIENTSWORKSHOPS

SPOTLIGHT CASESPUBLICATIONSDISCUSSION FORUM

EDIT CODE

Adverse Effects

Age Ranges

Anatomical Sites

Centre Types 1

Centre Types 2

Centre Types 3

Centre Types 4

Courses

Detection Strategies

Diagnoses

Dose Deviations

Event Descriptions

Geographic Regions

Image Guided Techniques

Incident Investigations

Incident States

Incident Types

Patient Genders

Process Classifications

Staff Categories

Treatment Intents

Treatment Techniques

Treatment Types

Save

ID	Range	Actions
1	<input type="text" value="Not Patient related"/>	<input type="button" value="Update"/> <input type="button" value="Delete"/>
2	<input type="text" value="age unknown"/>	<input type="button" value="Update"/> <input type="button" value="Delete"/>
3	<input type="text" value="<10 years"/>	<input type="button" value="Update"/> <input type="button" value="Delete"/>
4	<input type="text" value="11-20 years"/>	<input type="button" value="Update"/> <input type="button" value="Delete"/>
5	<input type="text" value="21-30 years"/>	<input type="button" value="Update"/> <input type="button" value="Delete"/>
6	<input type="text" value="31-40 years"/>	<input type="button" value="Update"/> <input type="button" value="Delete"/>
7	<input type="text" value="41-50 years"/>	<input type="button" value="Update"/> <input type="button" value="Delete"/>
8	<input type="text" value="51-60 years"/>	<input type="button" value="Update"/> <input type="button" value="Delete"/>
9	<input type="text" value="61-70 years"/>	<input type="button" value="Update"/> <input type="button" value="Delete"/>
10	<input type="text" value="71-80 years"/>	<input type="button" value="Update"/> <input type="button" value="Delete"/>
11	<input type="text" value="81-90 years"/>	<input type="button" value="Update"/> <input type="button" value="Delete"/>

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.

USERS

[Manage Users](#) [Roles](#) [Create User](#)

CREATE USER

Email

Generate random password

Password

Confirm Password

Create

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.

USERS

[Manage Users](#) [Roles](#) [Create User](#)

ROLES

Save

Name	Actions
<div>admin</div>	<div>Update</div> <div>Delete</div>

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.

USERS

[Manage Users](#) [Roles](#) [Create User](#)

MANAGE USERS

User created:

Last updated:

User in role(s):

admin

User name contains:

User Name	Roles	Action
admin	<div>admin <input type="text" value="Roles"/></div>	<div><input type="button" value="Update"/> <input type="button" value="Delete"/></div>

Figure 19 Manage users

SEVRRRA

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

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

ROSIS-SEVRRRA RELATIONS

PROCESS CLASSIFICATIONS

1	Initial Patient assessment and preparation	
1.1	Verification of patient ID (three methods recommended)	
	<input type="text" value="Search SEVRRRA Initiator Events"/>	<input type="button" value="Add"/>
	A mistake in the determination of geometric and mechanical parameters of the treatment unit, (the axis of rotation and translation errors, errors of the angular and linear scales, including the rangefinder, errors in the light of the axis of the beam (cross), errors in the verification of the lasers beams).	<input type="button" value="Remove"/>
	Unwanted movement of the treatment table during treatment.	<input type="button" value="Remove"/>
	To commit an error in the factor of calibration of the dosimeter equipment (ionization chamber and electrometer) that leads to erroneously determination of the monitor dose-units relation	<input type="button" value="Remove"/>
1.2	Booking and processes to complete prior to first appointment	
1.3	Diagnosis/extent/stage	
1.4	Treatment Decision	
1.5	Insurance/reimbursement evaluation	
1.6	Peer review of treatment decision (e.g., tumor board)	

Figure 20 SEVRRRA