

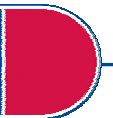
Data Migration vs. Hard Deletes

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Agenda

- Data Migration vs. Hard Delete
- How to Perform a Data Migration
- Common mistakes found after activation that require a data migration or hard delete
- Troubleshooting and additional notes



Data Migration vs. Hard Delete

- What is Data Migration?
 - It allows you to make changes to an active DCI form with the ability to retain the data.
- What is a Hard Delete?
 - Deletes all data for a particular DCI that requires a question to be removed.

Data Migration vs. Hard Delete

- When to use Data Migration
 - Adding a question
 - Changing a DVG subset
 - Modifying the graphic layout
 - The audit trail is retained
- When to use Hard Deletes
 - Remove a question from the graphical layout

How to Perform a Data Migration

1. Make correction to layout
2. Leave the existing DCI Form Version as active and generate layout. This will create new form version
3. Edit the layout of the new form version and save.
4. Regenerate the new form version
5. Activate new form version
6. It will prompt you to retire old one - respond YES
7. Definition -> DCIs -> Migrate Form Version by Book
8. F9 - Select DCI book*
9. Test Run N
10. Submit Job

Common mistakes found after activation

- Graphic layout label misplacement during design
- Several DCM subsets, where only a few need updates
- Undocumented data requests missed in review stages
 - New DVG subset
 - An additional question

Graphic layout label misplacement

CLINICAL TRIAL AND SITE SCALE (Page 1 of 5)

NOT DONE

Actual Date (dd-MMM-yyyy) - - Actual Time (24 - hour clock)

I forget to take my medications when I am supposed to

COMPLETELY DISAGREE MOSTLY DISAGREE MODERATELY DISAGREE SLIGHTLY DISAGREE
 NEUTRAL SLIGHTLY AGREE MODERATELY AGREE MOSTLY AGREE COMPLETELY AGREE

I am responsible for my health

COMPLETELY DISAGREE MOSTLY DISAGREE MODERATELY DISAGREE SLIGHTLY DISAGREE
 NEUTRAL SLIGHTLY AGREE MODERATELY AGREE MOSTLY AGREE COMPLETELY AGREE

Doctors have helped me a lot in the past

COMPLETELY DISAGREE MOSTLY DISAGREE MODERATELY DISAGREE SLIGHTLY DISAGREE
 NEUTRAL SLIGHTLY AGREE MODERATELY AGREE MOSTLY AGREE COMPLETELY AGREE

I take my medications exactly as I am supposed to

COMPLETELY DISAGREE MOSTLY DISAGREE MODERATELY DISAGREE SLIGHTLY DISAGREE
 NEUTRAL SLIGHTLY AGREE MODERATELY AGREE MOSTLY AGREE COMPLETELY AGREE

I find medications to be helpful

COMPLETELY DISAGREE MOSTLY DISAGREE MODERATELY DISAGREE SLIGHTLY DISAGREE
 NEUTRAL SLIGHTLY AGREE MODERATELY AGREE MOSTLY AGREE COMPLETELY AGREE

I do not take my medication if I think I can do without them

COMPLETELY DISAGREE MOSTLY DISAGREE MODERATELY DISAGREE SLIGHTLY DISAGREE
 NEUTRAL SLIGHTLY AGREE MODERATELY AGREE MOSTLY AGREE COMPLETELY AGREE

I think people in research studies should be paid money

COMPLETELY DISAGREE MOSTLY DISAGREE MODERATELY DISAGREE SLIGHTLY DISAGREE
 NEUTRAL SLIGHTLY AGREE MODERATELY AGREE MOSTLY AGREE COMPLETELY AGREE

When working with modules such as a questionnaire, often the labels get placed next to the wrong response. This causes the data to be incorrect.

Multiple DCM Subsets

Action Move Clear Data Query Special Help Window

Maintain Study DCIs (Study: A4021011)

Data Collection Instruments

General Page Tracking DCI Layout

< -----Provisional Layout-----

DCI Name	Active Layout Version #	# of Retired Layouts	PDR Page Definition	DCI Form Page Definition	Prov. Layout Version #	Needs Regen-eration?	Needs Edit?	Post-Edit Layout Updates?
LAB_CTC	1					<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LAB_CTC_TPD	1					<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LAB_CTC_UP	1					<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LAB_PSA_1	1					<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LAB_PSA_2	1					<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LAB_PSA_3	1					<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LAB_SAFETY	1					<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LAB_SAFETY W/IGG	2	1				<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LAB_SAFETY W/TEST	1					<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LAB_SAFETY_ALL	1					<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LAB_SAFETY_TPD	1					<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LAB_SAFETY_UA_1	1					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Exit Save Change Study DCI Modules DCI Form Versions

This example shows a Lab module with 11 subsets. Only the one subset that needs to be modified will need a data migration.

Troubleshooting and Additional Notes

- *DCI book does not appear in Migrate Form Version by Book lookup*

In order for the DCI book to appear in the lookup, patients must be assigned to the DCI book. The only patients that will migrate when the data migration is performed are the patients that are assigned to the DCI book. If only one patient is assigned to the DCI book then only one patient will migrate.

To check if the patients are assigned to the DCI book:

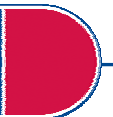
1. Design -> Patient Positions -> Patients
2. Click the Patient Positions button
3. Add the DCI book name to the DCI Book Name column

Troubleshooting and Additional Notes

- *Data Migration on DCMs with Multiple Subsets*

When making a change to a DCM subset, the Needs Edit and Post-Edit Layout Updates checkboxes will become checked for all the subsets associated to that DCM.

When making a change to just one subset, it is not necessary to regenerate the form versions for the remaining subsets unless changes were made to those subsets as well.



Troubleshooting and Additional Notes

- Any data originally marked with the wrong responses will need to be changed to the correct responses.
 - Make this change in the pdf form
 - I would suggest running a listing of the data before performing the migration so that you have the records that need to be fixed.

The End.

- Questions??