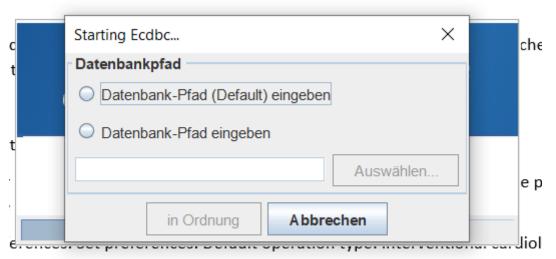
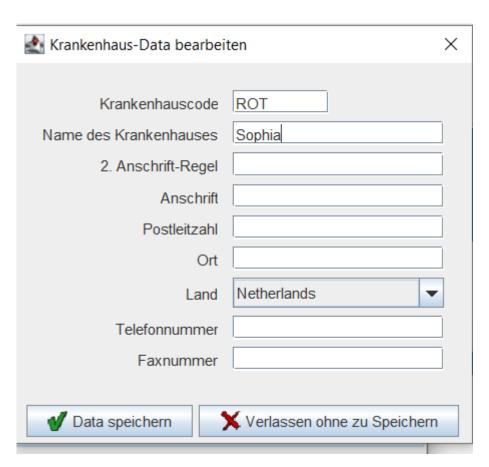
1. Allow windows to run the database. Antivirus programs like AVG may need to check the files, take your time, prepare a coffee...



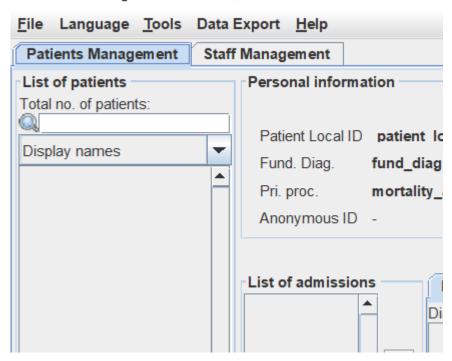
-dd or dd-mm-yyyy)., and click the default under "confirmations".

2. Use the "default" settings. The database will launch.



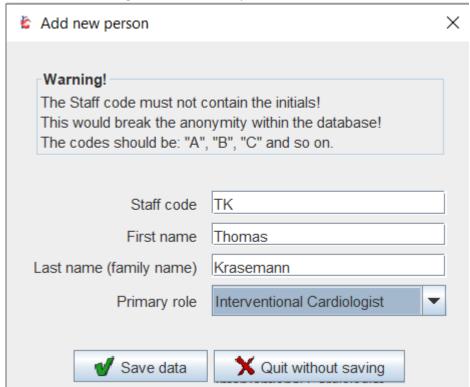
3. Put in a 3-letter hospital code in CAPITALS, (once the database is fully live, this will be provided by the team) and the details. Click "save" and close this window.

- 4. Go to data-preferences: Set preferences: Default operation type: interventional cardiology. Date format (YYYY-mm-dd or dd-mm-yyyy)., and click the default under "confirmations".
 - ECHSA Congenital Database, Version 7.4.9

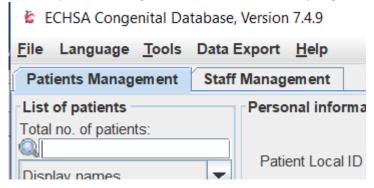


- 5. Select your language.
- 6. Under "help" you can find an online manual, but I thought to provide you with a very short introduction here.

7. Go to "staff management". Add new person: Enter all interventionalists.



8. Go to patient management- and now it seriously begins...



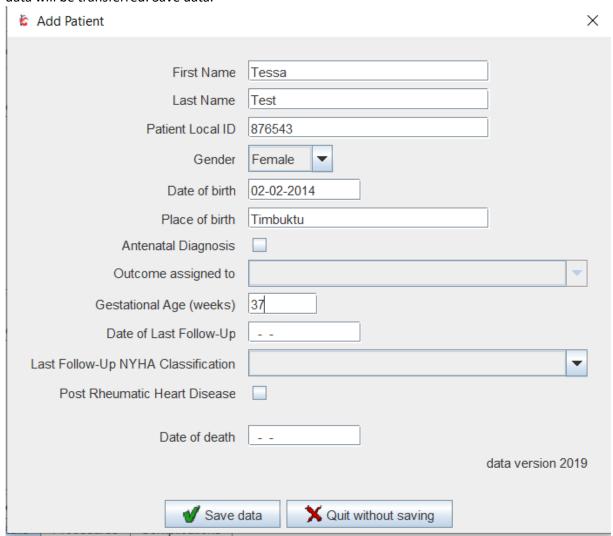
Please use the following order to enter patient data (reasons are explained on the run)



1. Click "add patient".

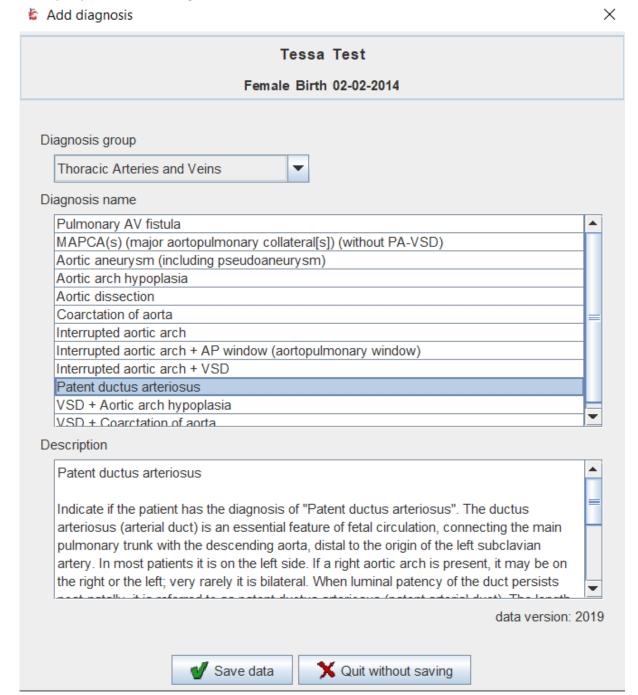
Enter First and second name, dob, hospital number, gender and the place of birth (the latter is important to identify patients even if they changed 2nd names, moved to another center etc.). This data will be transformed into a code which is later transferred to the server- no patient identifiable

data will be transferred. Save data.

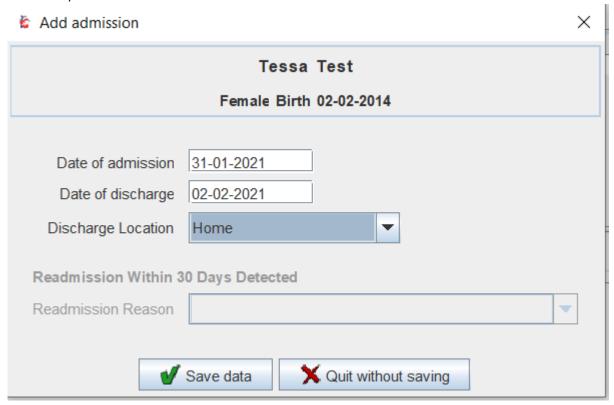


2. Add diagnosis using the "+" button. You can either search alphabetically or using one of the diagnosis groups and then the dropdown. It is important to add all diagnoses, as interventions are linked to the diagnosis. I.e. you are not able to enter closure of a duct if the diagnosis is ASD. These diagnosis groups are not completely logic (based on surgical grouping)- hence ignore and search the

list, if you prefer. Add all diagnoses the child has (i.e. ASD and VSD and PDA).



3. Click on the "+" a the list of admissions field (no intervention can be carried out without an admission). Enter admission date.

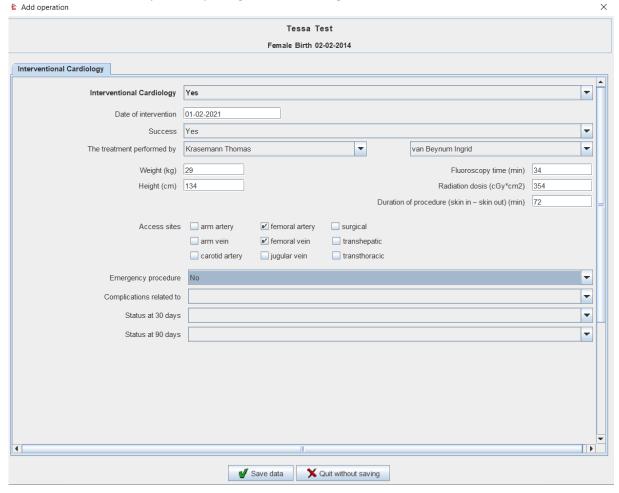


4. Click "+" at the list of interventions.

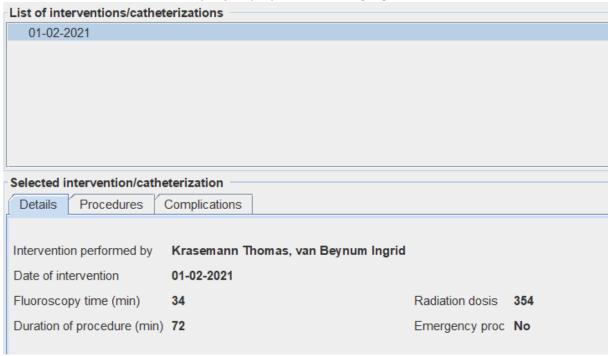


A new window opens. Fill in date of intervention (needs to be within the admission period). Success yes or no. Success is defined as having achieved the goals set (in case of a diagnostic cath all data aquired as planned). Treatment performed by opens a dropdown of the staff entered previously. Two operators are standard. Fill in demographic data. Fill in fluoroscopy data (not mandatory, but important for later reports). Click access sites. Complications yes or no. If you know the 30 and 90 days status, please fill in. (This can be done later and you will be reminded to fill in after this

timeframe automatically when opening the database again). Save data.



5. Click once on the intervention you just prepared. It will highlight.



Now click on the register "procedures" and then on "+". Now you are able to add specific procedures

related to the previously entered diagnosis.

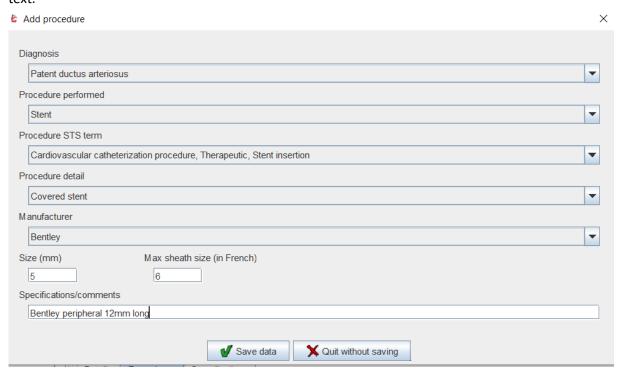


First choose the diagnosis from the dropdown. Then choose the intervention carried out. Please also choose the STS code - this is for comparison with other databases at a later stage. Not mandatory, but useful. There might not be an adequate STS code for every procedure- leave blank if uncertain.

Procedure detail allows to i.e. choose the device type. Manufacturer opens a dropdown of manufacturers.

Enter device size (would be diameter for a stent or device with a waist, otherwise as described by the manufacturer).

Device specification can either be the serial number or some specifics regarding position- this is free text.

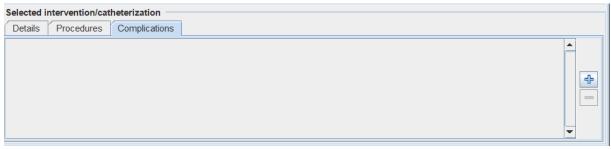


Save data. The window closes.

Most of the above is not mandatory, but the more you put in, the more you might get out of it.

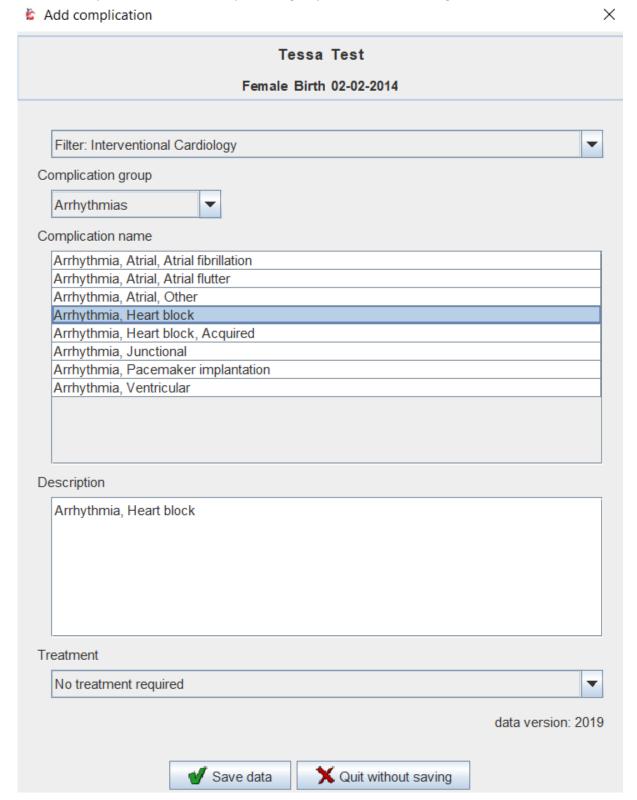
If you carried out more than one intervention (i.e. VSD closure and PDA closure) add another procedure by using the "+" and enter the data accordingly.

After you closed the window, you're back to the previous screen.



If you had complications, click on the register and use the "+" to enter.

there is a dropdown menu with complication groups. I recommend using it.



Go to "data export" and save the data on disk.

Data entry for this procedure is complete.

In case you have entered more than one diagnosis, or have done more than one intervention on the same entity (i.e. ballooning and stenting of a pulmonary artery), please add both procedures.

If a patient has more than one admission with interventions, please start again with adding the admission, then the intervention, then the procedure...

Data upload to the AEPC part of the ECHSA Congenital Database

Open the database

Choose "data export"



Click on "Save ECHSA export file on disk"



Save the file i.e. to your desktop or any other location. If necessary, check with your data protection officer if she/he is happy with the anonymization.

Click on "Data export" and choose "Go to the data upload website".



You will be directed to the website, and login is required.



Login with your hospital code, username and password.

Go to the data upload page;





Choose the file you have saved earlier, and click on upload.

DATA EXPORT UPLOAD SUCCESS