

This Quick Reference Guide will explain how to:

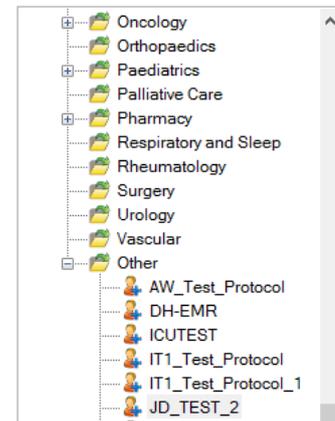
Enrol a patient onto a research study. It's important to note – you must already have access to the protocol before you can enrol a patient onto the study.

Enrolling Patients (via Patient Protocol Manager)

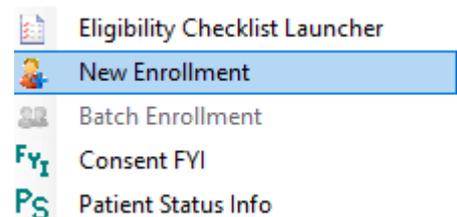
1. Open **Patient Protocol Manager (PPM)**



2. Navigate and Select the relevant protocol from the list of folders



3. Right click the protocol and select 'New Enrolment'



Handy Hint – Enrolment from pre-screened patient

You can also add a patient to the protocol from the pre-screened patient list, by right clicking the patient on the pre-screened patient list and selecting New Enrolment.



A new enrolment window will appear

4. Populate the relevant details relating to the new enrolment.
 - a. If you wish to add an consent, select the enrolling consent button
5. Select the OK button

New Enrollment
✕

Name: TESTPAS, RFFOUR Ms.

Medical record numbers: 7000127 -WHS UR Number

Protocol: JD_TEST_2 - Initial Protocol

Enroll
Enrolling Consent

* On study date: 16/12/2022

* Enrolling institute: WHS Sunshine Hospital

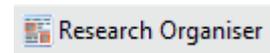
Stratum:

* Enrollment identifier: 1234

OK
Cancel
Apply

Enrolling Patients (via PowerChart)

1. Open **PowerChart**
2. Select **Research Organiser** from the Menu Bar (alternativley select View > Research Organiser)
3. Select the Protocol you wish to see add a patient to (You may need to adjust filtering)
4. Select the All Patients tab



Protocol Name	Protocol Alias
JD_TEST_2	

JD_TEST_2
Amendment: Initial Protocol Date Activated: 13/07/2022
Status: Open to Accrual Principal Investigator: Dipasquale, John

Roles and Milestones

Other Amendments

All Patients

Pre-Screened Patie...

View by the following status: All

+ Add Enrollment
Edit Enrollment
Delete Enrollment



No Results Found

Document Manager



5. Select Add Enrolment
6. Locate the patient you wish to enrol
7. Populate the relevant details relating to the new enrolment.
 - a. If you wish to add an consent, select the enrolling consent button
8. Select the Save button

Add Enrollment
✕

Name	Medical Record Numbers
<input type="text" value="Bundle5, Patientnine MR"/>	<input type="text" value="1828726 -WHS UR Number"/>
Protocol	
<input type="text" value="JD_TEST_2 - Initial Protocol"/>	
Enrolling	
* On study date	<input type="button" value="Enrolling Consent"/>
<input type="text" value="16 / 12 / 2022"/>	
* Enrolling Institute	
<input type="text" value="WHS Sunshine Hospital"/>	
* Enrollment Identifier	
<input style="border: 2px solid #00aaff;" type="text" value="TEST"/>	
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	