

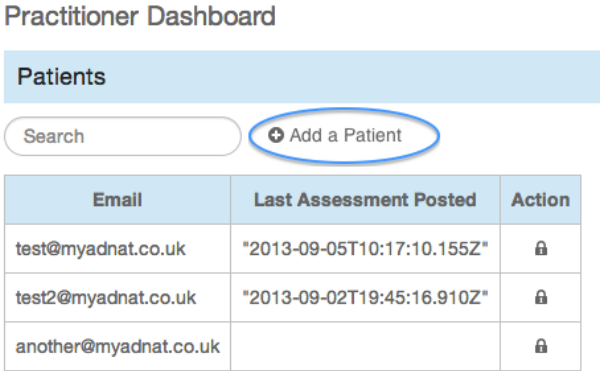


ADNAT EVALUATION STUDY
STANDARD OPERATING PROCEDURE: RESEARCH NURSES

29 Sep 2013

STEP	PROCEDURE
1	Open the ADNAT website: http://myadnat.co.uk
2	<p>At the top of the page you will see a login button. Click on this to sign in.</p> 
3	<p>Sign in using your chosen username (email address) and password.</p> <p>If you forget your password, click the 'Forgot Password' link on the Sign In page and a reset link will be sent to your email address.</p>
4	<p>Now you are signed in to register patients for the study:</p>  <p>Click on the "Dashboard" link on the top menu.</p>
5	<p>Click on the 'Add a Patient +' link.</p> 
6	<p>To register a patient:</p> <p>Email - use the generic email address: letter 'p', followed by sequence number, followed by site abbreviation @myadnat.co.uk e.g. p001ah@myadnat.co.uk and p002ah@myadnat.co.uk</p> <p>Password - assign a password using: letter 'p', followed by sequence number, followed by site abbreviation e.g. p001ah and p002ah</p>
7	Tick the Information Sheet, Consent and Assent form acknowledgements by selecting the date the acknowledgement was made by the patient.
8	<p>Add relevant member(s) of the diabetes team to the patient:</p> <p>Search for them by name.</p> <p>Click 'Add to Care Team'.</p>

	These practitioners will now have access to the ADNAT questionnaire for this patient, and be notified by email when it has been submitted by the patient.												
9	<p>Click the ‘Save’ button so complete patient setup.</p> <div><div>Save</div></div>												
10	<p>Confirm the patient password. Click the blue lock icon on the right side of the patient list.</p> <div><p>Practitioner Dashboard</p><div>Patients</div><div><div>Search</div><div>+ Add a Patient</div></div><table><tr><th>Email</th><th>Last Assessment Posted</th><th>Action</th></tr><tr><td>test@myadnat.co.uk</td><td>"2013-09-05T10:17:10.155Z"</td><td></td></tr><tr><td>test2@myadnat.co.uk</td><td>"2013-09-02T19:45:16.910Z"</td><td></td></tr><tr><td>another@myadnat.co.uk</td><td></td><td></td></tr></table></div>	Email	Last Assessment Posted	Action	test@myadnat.co.uk	"2013-09-05T10:17:10.155Z"		test2@myadnat.co.uk	"2013-09-02T19:45:16.910Z"		another@myadnat.co.uk		
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11	<p>Enter the patient password and click the 'Test Login' button. If the password input here matches what was stored, then you will see the message 'Password was Correct' in light yellow.</p> <div><div><div>ADNAT</div><div><div>Home</div><div>About ▾</div><div>FAQ ▾</div><div>Contact</div></div></div><div><div></div><div>Password was Correct</div></div><div><p>Test Patient Password for another@myadnat.co.uk</p><p>Password</p><div></div><p>Passwords must be at least 8 characters and contain a number, letter and special character.</p><div><div>Cancel</div><div>Test Login</div></div></div></div>												

12	<p>If the password does not show the 'Password was Correct' message, use the 'Change Password' link to set the desired password.</p> <p>Profile</p> <p>Account</p> <p>Email</p> <p>another@myadnat.co.uk</p> <p>Change Password</p> <p>Consent</p> <p>Read and Understood Information Sheet</p> <p>11-09-2013</p> <p>Signed Consent Form</p> <p>11-09-2013</p> <p>Signed Assent Form</p> <p>11-09-2013</p>
13	Provide the patient with a written record of their username and password.

STANDARD OPERATING PROCEEDURE: PATIENTS

STEP	PROCEDURE
1	<p>Open the ADNAT website: www.myadnat.co.uk using a PC, laptop, iPad, Android tablet and/or iPhone and Android smart phones such as Samsung Galaxy and HTC phones.</p> <p>The home page will show a site for patients and a site for practitioners:</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <p>ADNAT for Patients</p> <ul style="list-style-type: none"> • Let's you share your diabetes management with your entire care team. • Can be completed using a PC, laptop, or mobile phone. <p>Patients »</p> </div> <div style="text-align: center;"> <p>ADNAT for Practitioners</p> <ul style="list-style-type: none"> • Enhances communication and education. • Provides educational audit data. <p>Practitioners »</p> </div> </div>
2	Click into the patient site
3	<p>Click on the button:</p> <p style="text-align: center;">Get the ADNAT App »</p>
4	<p>If you are on an iPad, iPod or iPhone, you may add the app to your home screen by following the directions when it is loaded.</p> <p>After adding to your home screen, only use the ADNAT icon as it will be where your answers are saved.</p> <p>Sign in using the username and password given to you by the nurse. Keep these safe so you do not forget them.</p>
5	<p>Complete the ADNAT questionnaire.</p> <p>Remember you do not have to complete it all at the same time. You can return to it later as it saves your answers each time you use it.</p>
6	Once completed you must click on the 'submit' button. This will send it to the nurse who registered you to use ADNAT and to your diabetes nurse.
7	<p>You can also click on the 'My results' button.</p> <p>This tells you your scores which are also translated into traffic light colours.</p>