



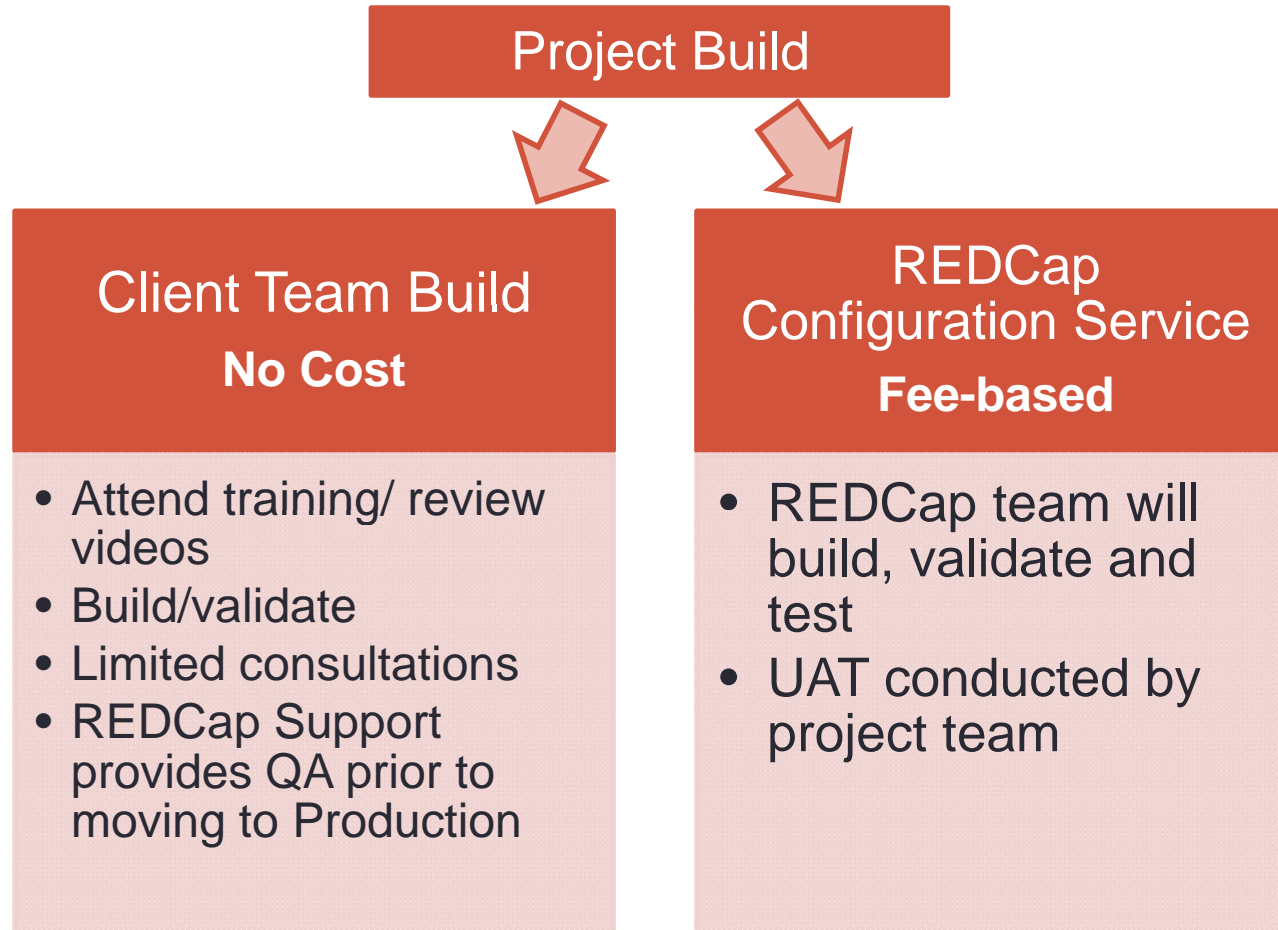
OPERATIONAL PROJECTS IN REDCAP

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Operational Databases at UF

- While most of our REDCap projects are developed for clinical trials, we have several that were designed to track operational processes:
 - **Scheduling:**
 - Complicated lab draw schedules are managed in REDCap
 - No data is collected, just scheduling information
 - Provides comprehensive schedule for both patient and staff use
 - **Health Science Library:**
 - Tracks library searches to identify trends in search requests and populations served
 - Eliminates need to repeat frequently requested searches
 - Provides productivity metrics to management
 - **REDCap Tracker:** Developed to manage the status of REDCap projects across the University

Background: UF REDCap Support Model



All end users have access to REDCap Support for training, help desk questions and consults.

Background: UF Support Model

Project Review

- All projects are reviewed before move to Production
- Review forms for consistency, validation and potential analysis “deal breakers”
- Ensure that User Rights are appropriate
- Check Event Schedules

We needed a mechanism to track project status, manage the review process and generate metrics for management

Solution: The REDCap Tracker

- Use REDCap to track REDCap projects
 - Individual records for each REDCap project
 - For “real” projects (not including practice/just for fun) we track:
 - Client information: Contact information and Department
 - Project information
 - Project review information
 - Consults
 - Metrics
 - Real time updates to project information so the maintenance of the information is not a huge burden (currently 31 projects in Production, 64 in Development)
 - Provides feedback on our support model, training needs, productivity metrics for management

The REDCap Tracker: Project Info

- Project Information:
 - Project type: clinical trial, registry, operational, other
 - Dates: initial requests, reviews, move to production
 - Current status: Production, Development, Archive
 - Build: REDCap team or Project Team
 - Primary REDCap contact and comments
- Costing Information(if applicable):
 - Cost estimate
 - Date provided
 - Comments regarding any negotiation
- Pre-Production Information:
 - Upload copy of the IRB approval (if applicable)
 - Upload copy of final data dictionary

The REDCap Tracker: Project Review

- Review all projects before they are approved for move into Production
- Forms Review:
 - Consistency of variable names and numbering (1=Yes across a project),
 - Appropriate validation (numeric fields validated as “number”)
 - Calculations are accurate
 - Branching logic makes sense

The REDCap Tracker: Project Review

- Event Schedule
 - Longitudinal studies have an event schedule established
 - We do not review every protocol to substantiate every event schedule
- User Rights
 - Provide guidance on limiting privileges to users who really need specific permissions (eg. database design, user rights)
- Provides feedback on common mistakes that we can highlight in future training sessions

REDCap Tracker: Consults

- Tracks the majority of individual client meetings and demos, extended phone calls
- Attendees and major topics discussed
- Provides annual metrics on which departments we have provided assistance to and how frequently
- Provides feedback on aspects of the support model that may not have been effectively communicated to the end users
- Documents interactions and agreements with clients


REDCap Tracker: Metrics

- Provides concrete metrics to management regarding our productivity, groups we support and cycle times
 - Project Request to Production: Cycle time for REDCap team build vs. project team build
 - Draft project to Production: Cycle time for feedback from a particular client
 - Configuration time: Estimated time to build a project based on the number of fields
 - Final cost vs original estimate: How close was the final project cost to the original cost estimate

REDCap Tracker: Metrics Form

Metrics

 Download page as PDF  PDF with saved data

 Editing existing Project ID "2"		
Project ID	2	
REDCap Team Build Metrics		
Time from first contact to draft project	<input type="text" value="21"/> days	view equation
Time from information provided to draft project	<input type="text" value="14"/> days	view equation
Time from draft project to feedback	<input type="text" value="8"/> days	view equation
Time from draft project to production	<input type="text" value="17"/> days	view equation
Time from first contact to production	<input type="text" value="38"/> days	view equation
Final Total Number of Fields	<input type="text" value="102"/>	view equation

REDCap Tracker: Metrics

- Reporting
 - Total number of Consults
 - Consults by department
 - Project Status Summary (Production vs Development)
 - IRB status (outstanding IRB approvals)
 - REDCap Team Build (status of projects we were contracted to build)

Operational Databases at UF

- Operational databases have provided a mechanism to effectively manage routine processes
- They facilitate management reporting regarding productivity, cycle times and populations served
- They can evolve over time to meet the needs of both the end users and management requests for information

Questions?
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