

MATERNAL MORTALITY REVIEW INFORMATION APPLICATION (MMRIA)

USER GUIDE

Updated April 2018



MATERNAL MORTALITY REVIEW
INFORMATION APP

BUILDING U.S. CAPACITY TO REVIEW
AND PREVENT MATERNAL DEATHS



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A. WHAT IS MMRIA?

Created by the Centers for Disease Control and Prevention (CDC) and the CDC Foundation, in partnership with maternal mortality review committees, the **Maternal Mortality Review Information Application (MMRIA or “Maria”)** serves two purposes. First, it provides a repository for the medical and social information needed for maternal mortality review committee (MMRC) case review. Second, MMRIA provides standardized data that can then be used for the surveillance, monitoring, and research of maternal mortality. MMRIA provides a common language that helps MMRCs collaborate in case review and analysis.

MMRIA is the successor to the Maternal Mortality Review Data System (MMRDS). Based on lessons learned from implementing MMRDS in 11 states, MMRIA was developed to be a user-friendly custom application with flexible hosting options. Jurisdictions can select web-based, file-based network, or desktop hosting.

MMRIA is a multi-user data entry system designed to flow like a case review. MMRIA’s abstraction forms and tools help MMRC members understand the story of a woman’s life and the events leading to her death. Devised to accommodate the scope of work and processes of MMRCs, the system supports abstraction and captures committee decisions. MMRIA provides access to semi-automated case narrative templates from which committee members can print easy-to-read case narrative details. Lastly, through the geocoding of addresses, MMRIA captures socio-spatial information to expand case discussions and analyses.

MMRIA also contains a RESTful API for importing data. Jurisdictions may choose to map data from other systems to the MMRIA API to automate the import of data. In the future, a tool to map death certificate and birth certificate data will be released to allow for automatic import of vitals data.

MMRIA user roles are assigned by a User Admin within your jurisdiction, based on the level of access needed. Predefined user roles are: User Admin, Abstractor, Committee Reviewer, and Form Designer.

MMRIA is compatible with multiple operating systems and browsers; however, Google Chrome is the recommended browser.

Additional Resources

The following tools complement MMRIA use and are available on ReviewtoAction.org:

- [Report from MMRCs, featuring data from four states](#)
- [Committee Facilitation Guide](#)
- [Model Purpose, Mission, Goals, and Vision for MMRCs](#)
- [Overview of State Legislative Support for MMRCs](#)
- [Model Case Identification Process](#)
- [Model Abstractor Job Description](#)
- [Tools for Case Abstraction](#)
- [Model Committee Meeting Agenda](#)

- Model Confidentiality Statement
- Committee Decisions Form

B. HOSTING MMRIA

MMRIA is a custom application built on the following open source tools, including

- CouchDB – central data store
- OWIN/Katana – allows desktop and web-based hosting
- Microsoft.NET core – enables compatibility with various operating systems
- jQuery – user interface
- Docker – container platform

With several options for hosting the system, MMRIA is designed to work flexibly with the various environments in which review committees operate. In choosing which option will work best for your jurisdiction, consider:

- Who will enter data, and where are they located?
- Who needs to view the data, and where are they located?
- Who will analyze data, and where are they located?

TABLE 1 crosswalks several options plus advantages and disadvantages of each option.

TABLE 1

OPTION	ADVANTAGES	DISADVANTAGES
1. EXECUTABLE-RUN FROM DESKTOP	<ul style="list-style-type: none"> Easiest setup Easily and quickly supports single data entry from a single location (similar to MMRDS) 	<ul style="list-style-type: none"> Designed to support a single user from a single location only Upgrades require each user to take action Does not allow committee members to access de-identified case information prior to/during meetings direct from their machine (MMRC will still rely on hard copies) Requires transferring data between abstractor(s) and data analyst Requires downloading the following to each user's machine: Docker, Couch DB, Chrome internet browser, MMRIA files
2. EXECUTABLE-RUN FROM LOCAL NETWORK/ INTRANET	<ul style="list-style-type: none"> Supports multi-user data entry from a single location Upgrades require a single user with admin rights to take action 	<ul style="list-style-type: none"> Requires IT involvement to configure and to download application to each user's machine Does not allow committee members to access de-identified case information prior to/during meetings, unless committee members have access to local network and executable file installed Some transfer of files is required if users exist both within local network and outside of network Requires downloading the following to each user's machine: Docker, Couch DB, Chrome internet browser, MMRIA files
3. EXECUTABLE-RUN OVER INTERNET	<ul style="list-style-type: none"> Supports multi-user data entry from multiple locations Committee members can view de-identified cases from any location (if MMRIA is downloaded to their PCs/tablets) 	<ul style="list-style-type: none"> Requires IT involvement to configure deployment over web server Some costs may be associated with use of a web server (estimated needs = 2G memory, two core processors, 40G disk space) Requires downloading the following to each user's machine: Docker, Couch DB, Chrome internet browser, MMRIA files

	<ul style="list-style-type: none"> Upgrades require a single user with admin rights to take action 	
4. VIRTUAL MACHINE VIA DESKTOP OR FILE-BASED NETWORK	<ul style="list-style-type: none"> Supports multi-user data entry from multiple locations Committee members can view de-identified cases from any location via a web browser Upgrades require a single user with admin rights to take action Fewer files to download and easier setup: Chrome, Pouch DB and MMRIA packaged into one file 	<ul style="list-style-type: none"> Upgrades require each user to take action Requires IT involvement to configure deployment over web server Some costs may be associated with use of a web server (estimated needs = 2 to 5G memory, two core processors, 40G disk space)
5. VIRTUAL MACHINE VIA INTERNET/WEB SERVER	<ul style="list-style-type: none"> Supports multi-user data entry from multiple locations Committee members can view de-identified cases from any location via a web browser Upgrades require a single user with admin rights to take action Fewer files to download and easier setup: Chrome, Pouch DB and MMRIA packaged into one file Upgrades require a single user with admin rights to take action Easiest setup and upgrade process for IT 	<ul style="list-style-type: none"> Requires IT involvement to configure deployment over web server Some costs may be associated with use of a web server (estimated needs = 2 to 5G memory, two core processors, 40G disk space)

If your MMRC will have multiple abstractors entering data, The MMRIA Team recommends hosting the system on the internet or intranet. Option 5 enables maximum functionality for abstractors, data analysts, and committee members.

To access any new updates to MMRIA, please consult: <http://mmria.org>.

C. IMPORTING MMRDS DATA TO MMRIA

The MMRIA Importer is a tool that automatically imports data from MMRDS into MMRIA. Before importing, you will need to install the Microsoft data drivers available at: <https://www.microsoft.com/en-us/download/confirmation.aspx?id=23734>.

To run the import, you will need 4 pieces of information:

- username – a *MMRIA username for an abstractor role*
- password – *MMRIA abstractor password*
- database_file_path – *file path to the location of your MMRDS Maternal_Mortality.mdb file*
- url – your MMRIA URL

To locate the *Maternal_Mortality.mdb* file that is generated from MMRDS:

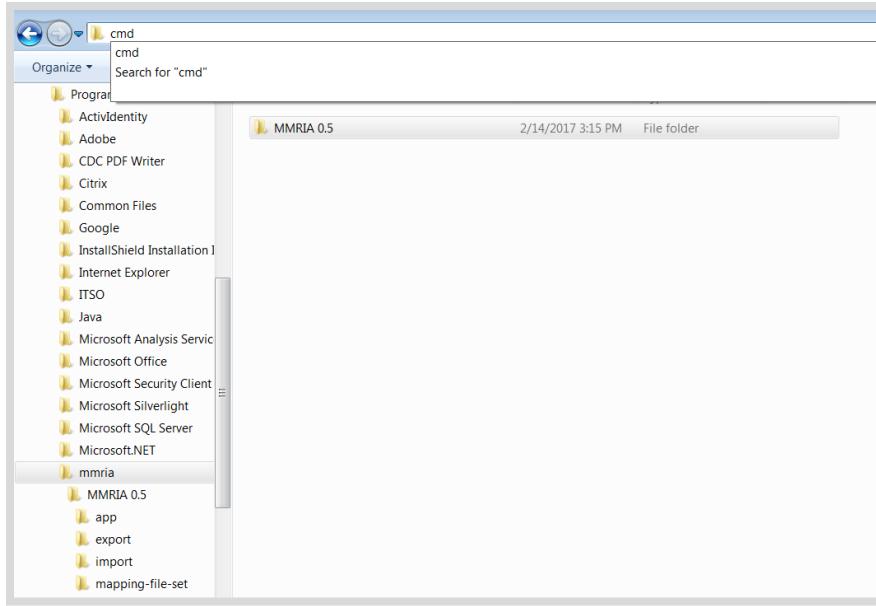
Go to your Windows File Explorer and locate MMRDS 0.3.3. When you have found MMRDS 0.3.3., click on it and open up the folder titled Projects. Within the Projects folder, you will find a Maternal_Mortality folder. Inside that folder is the file called Maternal_Mortality.mdb. (The file path will look similar to: C:\Users\username\Desktop\MMRDS 0.3.3\Projects\Maternal_Mortality)

Note that if you have more than one Maternal_Mortality.mdb file on a single user's computer, you need to be very careful not to overwrite data. Contact mmriasupport@cdc.gov for step-by-step assistance with importing multiple mdb files.

1. Open up Notepad and copy and paste the following information:

```
mmria.exe import user_name:user1 password:password
database_file_path:c:\temp\Maternal_Mortality.mdb url:http://localhost:12345
```

2. Replace the words in bolded red with your specific information.
3. Highlight and copy the text in Notepad.
4. Next, open a MMRIA command line function by locating your MMRIA folder in your Windows File Explorer, and then typing “cmd” in the path line.



5. Right-click in the dialog box and select Paste.
6. Press Enter and the Import will begin.

The import may take up to 30 seconds *per case*. When finished, a message will appear that says, "Import is finished." You can then log in to MMRIA to view all imported cases.

The import can be run as many times as needed. You can import separate mdb files from several users' computers, and with several different usernames. The Importer will overwrite existing cases with the latest data from MMRDS.

If you see an error message like the following, make sure you have installed the Microsoft data drivers, available at: <https://www.microsoft.com/en-us/download/confirmation.aspx?id=23734>.

```
C:\Windows\System32\cmd.exe
C:\Program Files (x86)\mmria\MMRIA 17.08.08>mmria.exe import user_name:sivas password:password database_file_path:c:\temp\Maternal_Mortality.mdb url:http://localhost:12345
Unhandled Exception: System.InvalidOperationException: The 'Microsoft.Jet.OLEDB.4.0' provider is not registered on the local machine.
  at mmria.console.data.cData.GetDataTable(String pSQL, List`1 OleDbTypeParameterList, Boolean Is_Stored_Procedure)
  at mmria.console.import.mmrd_importer.Execute(String[] args)
  at mmria.console.MainClass.Main(String[] args)

C:\Program Files (x86)\mmria\MMRIA 17.08.08>
```

D. LOGGING IN

Your jurisdiction will configure a URL, or web address, for MMRIA. You will need to reach out to your local User Admin to receive the URL and your user name and password. Open Chrome internet browser, enter the web address for MMRIA, and enter your user name and password.

User Roles

Access levels are based on roles:

- **User Admin** – assigns user roles, user names, and passwords
- **Abstractor** – has data entry and editing privileges. This role may be assigned to abstractors and data analysts, or anyone who needs full read/write access.
- **Committee Reviewer** – can view de-identified cases
- **Form Designer¹** – has all access of an abstractor and also the ability to add forms and fields via the Metadata Editor

New User

If you are a new user, you will need to contact the person on your MMRC with the User Admin role to receive your login information. If you do not know who your User Admin is, contact mmriasupport@cdc.gov.

Returning User

Select the “Login” button in the upper right-hand corner to enter your user name and password. Once you enter your information into the fields, click “LOG IN.”

1. Contact mmriasupport@cdc.gov for additional guidance

FIGURE 2



E. GETTING STARTED: BASIC FUNCTIONS

Saving Your Data

There is a save button available on each form within a record that you may choose to use. However, MMRIA automatically saves all data that is entered. For example, if you enter text and then navigate to another screen, it will automatically have saved your text. You do not need to prompt the database to save your file or any changes made to the data entered. The save button is available for those who choose to use it.

Deleting/Recovering Records

Records can be deleted from the database via the summary page (**FIGURE 3**). Click on the “Delete” button. Once the “Delete” button is pressed, the record will be highlighted in gray. If you are sure you wish to delete the case, press “Delete” again.

The deleted case will be excluded from data exports and from aggregate standard reports created within MMRIA. If a case needs to be recovered after being deleted, contact MMRIAsupport@cdc.gov.

FIGURE 3

Line Listing Summary

ADD NEW CASE

Search and Sort Case Listings

Search Text:

CLEAR SEARCH TEXT

Sort By: date_last_updated ▾ Sort Descending:

Records per page: 25 ▾

Page: 1 of 1
Total Number of Records: 25
Select Page: 1

Case Infomation	Case Listing	Last Updated	
Doe, Jane - (NE-2010-2459)	user1 2018-04-16T17:45:00.567Z		Actions  DELETE

Printing

You have the option to print a blank copy of all 11 forms, a single record, or an entire case. The print dialog opens in a separate browser window.

You may wish to print only the Case Narrative form for a given case. Using the case narrative templates, your Case Narrative form should contain all of the information your committee needs to review a case. You may also want to print the Core Elements report, which contains additional data that your review committee may need. For select cases, you may wish to print graphs from the Prenatal Care and ER Visits/Hospitalizations forms or other forms as appropriate. To print any forms besides the Case Narrative and Core Elements for committee review, be aware that within the abstractor role, you will be printing fully identified forms. To print these other forms, you should log in with a committee reviewer to ensure information is de-identified. In the future, the option to print de-identified forms will exist within the Abstractor role.

Steps for Printing a Case

1. Locate the record on the Summary Page.
2. Click directly on the case to open its Home Record page.
3. Select the “Print Version” drop-down to see a menu listing all forms.
4. Select an individual form to print or select “All” to print all of the case’s forms.

Steps for Printing Blank Forms

1. You can print blank forms from the “Summary” page (**FIGURE 4**) or from within a case (**FIGURE 5**).
2. Select the “Print Blank” drop-down (**FIGURE 4**) to see a menu listing all blank forms.
3. Select an individual blank form to print or select “All” to print all of the blank forms.

Note: if you would like a set of blank forms with all drop-down values displayed to help you take abstraction notes on paper, contact mmriasupport@cdc.gov

FIGURE 4

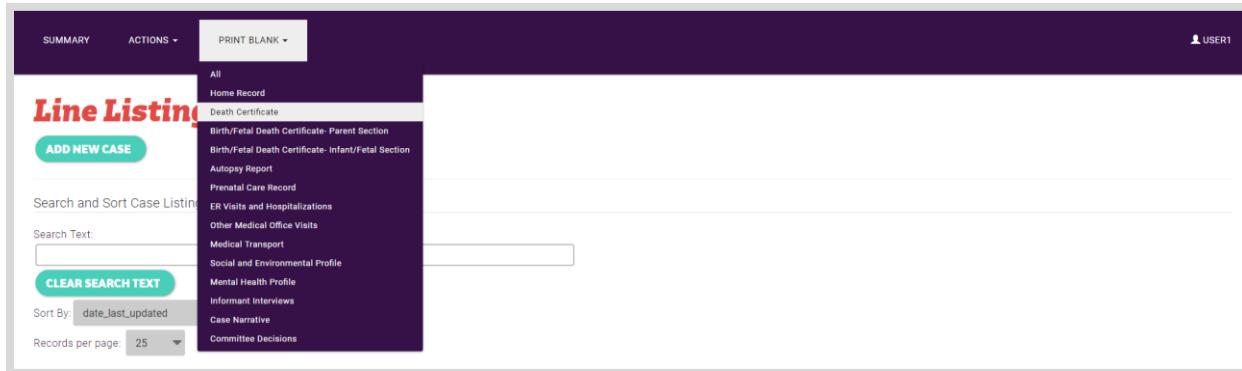


FIGURE 5

The screenshot shows a software interface for managing case records. At the top, there are navigation links: SUMMARY, CASE FORMS, PRINT VERSION, ACTIONS, and a user icon labeled 'USER1'. Below these, a red header reads 'Home Record' with 'UNDO' and 'SAVE' buttons. Underneath, the case identifier 'Doe, Jane - NE-2010-2459' is displayed. On the left, there are input fields for First Name ('Jane'), Middle Name (''), Last Name ('Doe'), and a Date of Death dropdown menu showing 'Month' and '2'. To the right is a vertical dropdown menu titled 'PRINT BLANK' containing a list of items: All, Home Record, Death Certificate, Birth/Fetal Death Certificate- Parent Section, Birth/Fetal Death Certificate- Infant/Fetal Section, Autopsy Report, Prenatal Care Record, ER Visits and Hospitalizations, Other Medical Office Visits, Medical Transport, Social and Environmental Profile, Mental Health Profile, Informant Interviews, Case Narrative, and Committee Decisions.

Data Dictionary

The data dictionary is a dynamic dictionary that automatically updates; any changes to the forms will be reflected in real time. You can navigate to the data dictionary from the summary page (**FIGURE 6**) and from within a case (**FIGURE 7**). The data dictionary will open in a separate window. You may also choose to export the data dictionary to Excel for easy viewing. To export to Excel, “Select All,” then copy and paste into a spreadsheet.

FIGURE 6

The screenshot shows a software interface for managing data dictionaries. At the top, there are navigation links: SUMMARY, ACTIONS, PRINT VERSION, and a user icon labeled 'USER1'. Below these, a red header reads 'Line Item Data Dictionary' with an 'ADD NEW CASE' button. A dropdown menu titled 'ACTIONS' is open, showing options: Show Data Dictionary, View Aggregate Report, and Export Data.

FIGURE 7

The screenshot shows a software interface for managing case records. At the top, there are navigation links: SUMMARY, CASE FORMS, PRINT VERSION, ACTIONS, and a user icon labeled 'USER1'. Below these, a red header reads 'Home Record' with 'UNDO' and 'SAVE' buttons. Underneath, the case identifier 'Doe, Jane - NE-2010-2459' is displayed. On the left, there are input fields for First Name ('Jane'), Middle Name (''), Last Name ('Doe'), and a Date of Death dropdown menu showing 'Month' and '2'. To the right is a vertical dropdown menu titled 'ACTIONS' containing a list of items: Populate Core Elements, Show Data Dictionary, View Aggregate Report, and Export Data.

View Aggregate Report

To view a snapshot of information on the cases you have entered, click the “Actions” button and select “View Aggregate Report” to launch a new window (1). Click the “generate report” button (2) and data will be populated below the table (3) (**FIGURE 8**).

FIGURE 8

This report is a work in progress - some calculations may not be accurate. Contact mmriiasupport@cdc.gov with feedback or questions.

Year		
Year of Death	All	
	month	year
Date of Case Review	All	All

GENERATE REPORT

You will see a disclaimer that this report is currently in progress. More fields, and further reports, will be added in the future.

F. ABSTRACTING CASES INTO MMRIA

MMRIA is designed to capture your abstraction notes and help you to write a comprehensive case narrative. You may wish to abstract on paper and then enter the data into MMRIA, but it is ideal to enter case data into MMRIA before you present a case to your committee. Why?

1. The templates contained in the Reviewer’s Notes sections of each form and the Case Narrative form itself will aid you in writing and printing a case narrative that can be easily printed for presentation to your committee.
2. Throughout the different forms in MMRIA, you will see fields marked with an asterisk. Fields with asterisks denote core data elements. These fields are not required but were identified by review committees and subject matter experts as important information for both committees and analysts to have accessible. All of the core elements are brought into a Core Elements Report that you may print for presentation to your committee. If you have this data available, make sure you complete the field. If it is not available, you may wish to note that in the Reviewer’s Notes text box at the bottom of each form.

3. If your committee members have MMRIA access, they can view de-identified case information prior to or during committee meetings.

Field Types

What types of fields are in MMRIA?

- Single select drop-down lists
 - Multi-select drop-down lists
 - Checkboxes
 - Editable lists – allow you to enter an option from a dropdown menu, or type another value if the value is not listed
 - Free text fields
 - Date and Date+Time Fields
 - Note that dates and times are de-identified when viewed by Committee Reviewers, to protect anonymity. Thus, it is important to enter not only dates and times but also **gestational age or days postpartum** for all events, which are visible to Committee Reviewers.
 - Reviewer's Notes boxes – these are found at the bottom of each form. They can be expanded by clicking and dragging the bottom right corner of the box.
 - Grids – used to capture related pieces of information in a table format, e.g. the Routine Monitoring Grid in the Prenatal Care Record

Note: Be sure to exclude any personal identifiers from the Reviewer's Notes sections of each form. Any identified information entered into Reviewer's Notes sections of forms will NOT be de-identified for the Committee Reviewer role.

MMRIA Home Screen

As shown in **FIGURE 9**, the MMRIA Home Screen has three main menu options: Summary (1), Actions (2), and Print Blank (3).

FIGURE 9

The screenshot shows a software interface titled "Line Listing Summary". At the top left, there are three circular buttons labeled 1, 2, and 3. Above the title, there are menu options: "SUMMARY", "ACTIONS", "PRINT BLANK", and a user icon labeled "USER1". Below the title is a green button labeled "ADD NEW CASE".

1. Summary Page

The Summary Page is where you add new cases, edit cases, or delete cases.

FIGURE 10

This screenshot is identical to Figure 9, showing the "Line Listing Summary" page with the "ADD NEW CASE" button highlighted.

Add a New Case

1. To add a new case, click the “Add New Case” button located under the “Summary” heading.
2. After clicking on the “Add New Case” button, you will be taken to the Home Record screen. However, you can start data entry on any form. To proceed from one form to the next, select the “Case Forms” (TABLE 2) drop-down menu.
3. Select the appropriate form to begin entering data.

FIGURE 11

This screenshot is identical to Figures 9 and 10, showing the "Line Listing Summary" page with the "ADD NEW CASE" button highlighted.

FIGURE 12

The screenshot shows a software application window titled "Home Record". At the top, there's a navigation bar with "SUMMARY", "CASE FORMS ▾", "PRINT VERSION ▾", "ACTIONS ▾", "PRINT BLANK ▾", and a user icon labeled "USER1". Below the navigation bar, the main area displays a form for a case. The first section contains fields for "First Name" (Jane), "Middle Name" (Doe), and "Last Name" (Doe). The second section is titled "Date of Death" and includes a "Month" dropdown set to "2". A large black dropdown menu is open over these fields, titled "CASE FORMS". The menu lists several options: "Home Record", "Death Certificate", "Birth/Fetal Death Certificate- Parent Section", "Birth/Fetal Death Certificate- Infant/Fetal Section", "Autopsy Report", "Prenatal Care Record", "ER Visits and Hospitalizations", "Other Medical Office Visits", "Medical Transport", "Social and Environmental Profile", "Mental Health Profile", "Informant Interviews", "Case Narrative", and "Committee Decisions".

TABLE 2

CASE FORM TYPES	
Home Record	Other Medical Office Visits*
Death Certificate	Medical Transport*
Birth/Fetal Death Certificate – Parent Section	Social and Environmental Profile
Birth/Fetal Death Certificate – Infant/Fetal Section*	Mental Health Profile
Autopsy Report	Informant Interviews*
Prenatal Care Record	Case Narrative
ER Visits & Hospitalizations*	Committee Review

*Indicates that for a case, you can enter multiple forms



Note: You may not have information to complete each of these forms for every case. You will have fields within forms that you cannot complete. It is okay to leave fields blank. It is recommended that you note in the Reviewer's Notes box at the bottom of each form if information was not available. This will help you write your Case Narrative and help you to justify incomplete information to your committee.

Edit a Case

1. Once you enter data into MMRIA, cases will be listed on the Line Listing Summary Page (**FIGURE 13**).
2. To view or edit a case, click directly on it to open the case's Home Record page.
3. You can navigate to the form for review or revision by clicking on the "Case Forms" drop-down menu.

FIGURE 13

The screenshot shows the 'Line Listing Summary' page of the MMRIA application. At the top, there are navigation links for 'SUMMARY', 'ACTIONS', 'PRINT BLANK', and a user icon for 'USER1'. Below the header, there is a red button labeled 'ADD NEW CASE'. The main area is titled 'Line Listing Summary' with a purple circle containing the number '1' above it. There is a green 'CLEAR SEARCH TEXT' button. Below the search bar are dropdown menus for 'Sort By' (set to 'date_last_updated') and 'Sort Descending' (checked), and a dropdown for 'Records per page' (set to '25'). On the right side of this section is a green 'APPLY SEARCH AND SORT' button. At the bottom left, there is a message: 'Page: 1 of 1 Total Number of Records: 25 Select Page: 1'. The bottom right contains a table titled 'Case Listing' with three rows of data. Each row includes columns for 'Case Information' (listing names like McDonald, Ann das - (AR-1923-1441), Johnson, Sara - (LA-2014-7675), Doe, Jane - (NE-2010-2459)), 'Last Updated' (dates like 2018-04-16T19:17:30.381Z, 2018-04-16T19:17:00.249Z, 2018-04-16T18:54:08.124Z), and 'Actions' (each with a 'DELETE' button). A purple circle containing the number '2' is placed over the first row of the table.

Case Information	Last Updated	Actions
McDonald, Ann das - (AR-1923-1441)	user1 2018-04-16T19:17:30.381Z	DELETE
Johnson, Sara - (LA-2014-7675)	user1 2018-04-16T19:17:00.249Z	DELETE
Doe, Jane - (NE-2010-2459)	user1 2018-04-16T18:54:08.124Z	DELETE

FIGURE 14

The screenshot shows the MMRIA software interface. At the top, there's a navigation bar with 'SUMMARY', 'CASE FORMS', 'PRINT VERSION', 'ACTIONS', 'PRINT BLANK', and 'USER1'. Below the navigation bar, the case details for 'Doe, Jane' are displayed, including First Name (Jane), Middle Name (Doe), and Last Name (Doe). A 'Date of Death' field is present. On the right, a 'Actions' dropdown menu is open, listing options such as Home Record, Death Certificate, Birth/Fetal Death Certificate- Parent Section, Birth/Fetal Death Certificate- Infant/Fetal Section, Autopsy Report, Prenatal Care Record, ER Visits and Hospitalizations, Other Medical Office Visits, Medical Transport, Social and Environmental Profile, Mental Health Profile, Informant Interviews, Case Narrative, and Committee Decisions. A small number '3' is visible in the top left corner of the actions menu.

Tip: At any point, you can return to the Home Screen by clicking “Summary” on the tool bar.

2. Actions

Clicking on the “Actions” button will display a drop-down menu displaying: Show Data Dictionary, View Aggregate Report, and Export Data (**FIGURE 15**). You can view a snapshot of all case information entered via the Aggregate Report. Navigating to Show Data Dictionary, View Aggregate Report, or Export Data will open a new window or tab in your browser.

FIGURE 15

The screenshot shows the MMRIA software interface. At the top, there's a navigation bar with 'SUMMARY', 'ACTIONS', 'PRINT BLANK', and 'USER1'. Below the navigation bar, the text 'Line Item Data Dictionary' is displayed. A 'Actions' dropdown menu is open, listing options such as Show Data Dictionary, View Aggregate Report, and Export Data. A green 'ADD NEW CASE' button is visible at the bottom left.

Refer to the [Data Dictionary](#) and [View Aggregate Report](#) sections above for more information.

3. Print Blank

You have the option to print blank case forms (**FIGURE 16**).

Steps for Printing Blank Forms

- You can print blank forms from the “summary” page (**FIGURE 16**) or while in a case (**FIGURE 17**).
- Click on the “Print Blank” button in the tool bar to reveal the drop-down options (**FIGURE 17**).
- Select individual forms or select “All” to print all of the blank forms.

FIGURE 16

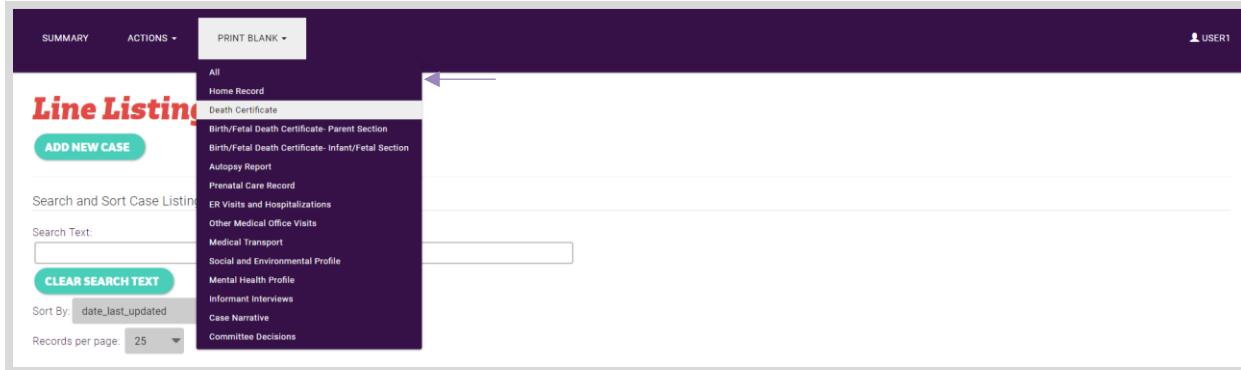
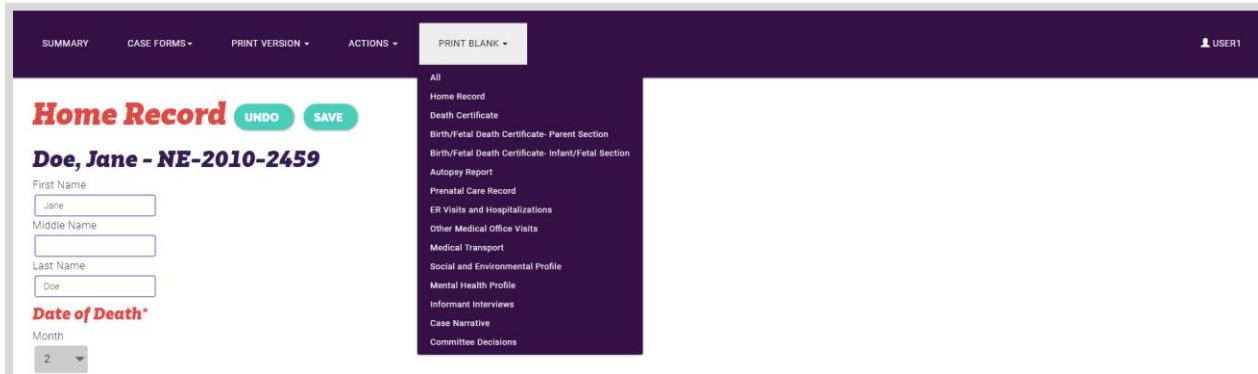


FIGURE 17



Case Forms

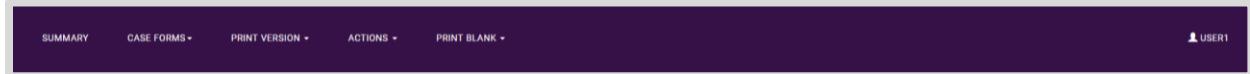
The following sections will highlight the 11 case forms within MMRIA. Data may be entered in any order. You will be directed to the Home Record after selecting “Add New Case” or selecting a previously entered case for review or edit.

Menu Options

The menu options at the top of the page are different than those on the preceding forms. You will now view the subsequent options:

- **Summary** – returns you to summary page
- **Case Forms** – displays a drop-down list of forms
- **Print Version** – enables you to print a completed case or specific completed forms
- **Actions** – enables you to populate core elements, show data dictionary, or view aggregate report
- **Print Blank** – enables you to print all blank forms or specific forms

FIGURE 18



Home Record Form

The Home Record form is divided into three components: Record ID, Date of Death, and Case Progress.

Record ID

The Record ID is automatically generated once you complete the Last Name, Year of Death and State of Death fields and click in the Record ID field (**FIGURE 19**). The Record ID consists of your *2-letter state acronym + the year of death + a random 4-digit number*.

FIGURE 19

SUMMARY CASE FORMS PRINT VERSION ACTIONS PRINT BLANK USER1

Home Record UNDO SAVE

Doe, Jane - NE-2010-2459

First Name: Jane
Middle Name:
Last Name: Doe

Date of Death*

Month: 2
Day: 2
Year: 2010

Record ID is automatically generated: Enter First and Last Name, Year of Death, and State of Death Record; then click in Record ID field.

Record ID*
NE-2010-2459

Agency-Based Case Identifier

The Agency-Based Case Identifier field, (FIGURE 20), is for internal reference and is based on your jurisdiction or state system. If your jurisdiction does not use an internal reference number, you can leave this field blank.

FIGURE 20

SUMMARY CASE FORMS PRINT VERSION ACTIONS PRINT BLANK USER1

Home Record UNDO SAVE

Doe, Jane - NE-2010-2459

First Name: Jane
Middle Name:
Last Name: Doe

Date of Death*

Month: 2
Day: 2
Year: 2010

Estimate
State of Death Record*
NE- Nebraska

Record ID*
NE-2010-2459

Agency-Based Case Identifier

Case Progress Report

The Case Progress Report (**FIGURE 21**) allows you to track your abstraction progress as you fill out each form in MMRIA. You are presented with the following options:

- Not Started
- In Progress
- Completed
- Not Available
- Not Applicable

FIGURE 21

Death Certificate Form

To navigate to the Death Certificate form, click on “Case Forms” and select “Death Certificate” (**FIGURE 22**).

FIGURE 22

The screenshot shows a software application window titled "Home". In the top left, there's a "SUMMARY" button. Along the top, there are "CASE FORMS", "PRINT VERSION", "ACTIONS", and "PRINT BLANK" buttons, along with a user icon labeled "USER1". A dropdown menu is open under "CASE FORMS", listing several options: Home Record, Death Certificate, Birth/Fetal Death Certificate- Parent Section, Birth/Fetal Death Certificate- Infant/Fetal Section, Autopsy Report, Prenatal Care Record, ER Visits and Hospitalizations, Other Medical Office Visits, Medical Transport, Social and Environmental Profile, Mental Health Profile, Informant Interviews, Case Narrative, and Committee Decisions. Below this dropdown, there's a section for "Date of D" with fields for Month (set to 2), Day (set to 2), and Year (set to 2010). The background of the main window shows some placeholder text and names.

Place of Last Residence and Geocoding

This section of the Death Certificate is specific to the address of the deceased, *not* the location of death, i.e. name of the medical facility where the woman died. The full address, along with other identifying information will not be visible to the Committee Reviewer role. MMRIA uses geocoding to support social and health system context for case discussion and analysis and to enable distance calculations. A complete address is required to successfully geocode an address. MMRIA's "Get Coordinates" button is linked to Texas A&M's Geoservices geocoding system.

1. Enter the full address
2. Click on "Get Coordinates."
3. Latitude and longitude values will appear.

FIGURE 23

The screenshot shows a software application window titled "Place of Last Residence". It contains several input fields for address information: Street, Apartment or Unit Number, City, State*, Country*, Zip Code, and County. Below these are two sets of input fields for coordinates: Latitude and Longitude. A "GET COORDINATES" button is located between the address and coordinate sections. A "CLEAR" button is positioned next to the coordinate fields. Three purple circles with numbers 1, 2, and 3 are overlaid on the screen to highlight specific features: 1 points to the "GET COORDINATES" button, 2 points to the "CLEAR" button, and 3 points to the Latitude and Longitude input fields.

Birth/Fetal Death Certificate – Parent Section Form

To navigate to the Birth/Fetal Death Certificate – Parent Section form, click on “Case Forms” and select “Birth/Fetal Death Certificate- Parent Section” (FIGURE 24). This form collects information only on the parents, not the infant or fetus. Infant and fetus information is collected on the Birth/Fetal Death Certificate – Infant/Fetal Section form.

FIGURE 24

The screenshot shows a software application window with a "CASE FORMS" dropdown menu open. The menu lists various case forms: Home Record, Death Certificate, Birth/Fetal Death Certificate- Parent Section (which is highlighted with a blue circle), Birth/Fetal Death Certificate- Infant/Fetal Section, Autopsy Report, Prenatal Care Record, ER Visits and Hospitalizations, Other Medical Office Visits, Medical Transport, Social and Environmental Profile, Mental Health Profile, Informant Interviews, Case Narrative, and Committee Decisions. To the right of the menu, a "SAVE" button is visible.

Race and ethnicity of both parents (FIGURE 25 AND FIGURE 26) are captured in the data system just as they are recorded on the source document.

Note: Race Recode. Click on the “Recode” button to code race in accordance with the standards set by the Office of Management and Budget (OMB) Race and Ethnic Standards for Federal Statistics and Administrative Reporting². This is used for analysis and aggregate reporting.

FIGURE 25

FIGURE 26

2. "Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity" is available from the OMB website at <http://www.whitehouse.gov/omb/fedreg/1997standards>.

Complete addresses are required to populate the latitude and longitude fields; this information is used to calculate distance in miles from Residence to Place of Delivery (**FIGURE 27**). Place your cursor in the field to generate the Distance from Residence to Place of Delivery.

FIGURE 27

The screenshot shows a web-based form for calculating the estimated distance between a residence and a place of delivery. The form is titled "Location of Residence". It includes fields for Street, Apartment or Unit Number, City, State*, Zip Code, County, and Latitude/Longitude. There are "GET COORDINATES" and "CLEAR" buttons for the address fields, and "CALCULATED DISTANCE" and "CLEAR" buttons for the coordinates. A note at the bottom states "Estimated Distance from Residence to Place of Delivery* (In Miles)".

Birth/Fetal Death Certificate – Infant/Fetal Section Form

To navigate to the Birth/Fetal Death Certificate – Infant/Fetal Section form, click on “Case Forms” and select “Birth/Fetal Death Certificate- Infant/Fetal Section” (**FIGURE 28**). To add a new record, click on “View Record 1” (**FIGURE 29**). To add information for more than one birth or fetal death, click on “add new Birth/Fetal Death Certificate- Infant/Fetal Section form.”

FIGURE 28

The screenshot shows the MMRIA software interface. At the top, there is a navigation bar with links for 'SUMMARY', 'CASE FORMS', 'PRINT VERSION', 'ACTIONS', and 'PRINT BLANK'. On the far right, it says 'USER1'. Below the navigation bar, the main area has a purple header with the text 'Home Record' and 'new-last-name, new-first-name'. Underneath this, there are input fields for 'First Name' (with value 'new-first-name'), 'Middle Name' (empty), and 'Last Name' (with value 'new-last-name'). A section titled 'Date of Death' follows, with dropdown menus for 'Month' and 'Day'. To the right of the main area, a sidebar is open under the heading 'CASE FORMS'. It contains a list of items: 'Home Record' (highlighted with a blue circle containing the number 1), 'Death Certificate', 'Birth/Fetal Death Certificate- Parent Section' (highlighted with a blue circle containing the number 2), 'Birth/Fetal Death Certificate- Infant/Fetal Section' (highlighted with a green circle containing the number 3), 'Autopsy Report', 'Prenatal Care Record', 'ER Visits and Hospitalizations', 'Other Medical Office Visits', 'Medical Transport', 'Social and Environmental Profile', 'Mental Health Profile', 'Informant Interviews', 'Case Narrative', and 'Committee Decisions'.

FIGURE 29

The screenshot shows the MMRIA software interface. At the top, there is a navigation bar with links for 'SUMMARY', 'CASE FORMS', 'PRINT VERSION', 'ACTIONS', and 'PRINT BLANK'. On the far right, it says 'USER1'. Below the navigation bar, the main area has a purple header with the text 'Birth/Fetal Death Certificate- Infant/Fetal Section' and 'new-last-name, new-first-name'. Underneath this, there is a green button labeled 'ADD NEW BIRTH/FETAL DEATH CERTIFICATE- INFANT/FETAL SECTION FORM'. At the bottom left, there is a link 'View Record 1 | Delete Record 1'.

After you click on “View Record 1,” the form below will appear on the screen (**FIGURE 30**). If another birth or fetal death should be added, click on “Case Forms,” navigate to “Birth/Fetal Death Certificate- Infant/Fetal Section,” and repeat steps.

FIGURE 30

The screenshot shows a web-based form titled "Birth/Fetal Death Certificate- Infant/Fetal Section". At the top, there are navigation links: "SUMMARY", "CASE FORMS", "PRINT VERSION", "ACTIONS", "PRINT BLANK", and a user icon labeled "USER1". Below the title, it says "record: 1" and "new-last-name, new-first-name". A dropdown menu for "Record Type" is open, showing options like "Multiple Gestation" and "Birth Order". The main content area is divided into sections:

- Newborn (Fetus) Record Identification:** Fields for "State File No.", "Local File No.", "Newborn Medical Record No.", "Date of Delivery", and "Time of Delivery".
- Newborn (Fetus) Biometrics and Demographics:** A section for "Birth Weight" with a dropdown menu for "Unit of Measurement".

Autopsy Report

To navigate to the Autopsy form, click on “Case Forms” and select “Autopsy Report” (**FIGURE 31**). **FIGURE 32** illustrates the sections of the Autopsy Report form.

You may wish to copy and paste sections of the actual Autopsy Report into the Reviewer’s Notes section at the bottom of the form. Remember to always exclude any identifying information about people or facilities from Reviewer’s Notes text areas.

FIGURE 31

FIGURE 32

Prenatal Care Record Form

To navigate to the Prenatal Care Record form, click on “Case Forms” and select “Prenatal Care Record” (**FIGURE 33**). **FIGURE 34** displays the sections of the Prenatal Care Record form.

FIGURE 33

SUMMARY CASE FORMS PRINT VERSION ACTIONS PRINT BLANK USER1

Home Record

- Death Certificate
- Birth/Fetal Death Certificate- Parent Section
- Birth/Fetal Death Certificate- Infant/Fetal Section
- Autopsy Report
- Prenatal Care Record
- ER Visits and Hospitalizations
- Other Medical Office Visits
- Medical Transport
- Social and Environmental Profile
- Mental Health Profile
- Informant Interviews
- Case Narrative
- Committee Decisions

Date of Death

First Name: new-first-name
Middle Name: new-middle-name
Last Name: new-last-name
Month:

FIGURE 34

SUMMARY CASE FORMS PRINT VERSION ACTIONS PRINT BLANK USER1

Prenatal Care Record UNDO SAVE

new-last-name, new-first-name

Prenatal Care Record No.

Was There More than One Prenatal Care Source?

Primary Prenatal Care Facility

Place Type

Specify Other Place Type

Primary Provider Type

Specify Other Provider Type

Principal Source of Payment*

Specify Other

Use of WIC*

PRENATAL CARE RECORD GRAPHS

Below the Routine Monitoring Grid, you will see three graphs: Blood Pressure, Weight Gain, and Hematocrit. If you enter data for these values in the Routine Monitoring Grid, you can view it in these graphs. To generate the graphs: enter values in the Routine Monitoring Grid above the graphs. Navigate to any other form in MMRIA, and then navigate back to the Prenatal Care Record. Values will be displayed in the graphs.

Note: If any line within a grid is blank, a default x-axis value of 1/1/1970 and y-axis values of 0 will appear in the graphs. You can correct the graph by deleting the blank line in the grid, navigating to another form, and navigating back to the Prenatal Care Record.

ER Visits and Hospitalizations Form

To navigate to the ER Visits and Hospitalizations form, click on “Case Forms” and select “ER Visits and Hospitalizations” (**FIGURE 35**). To add a new record, click on “View Record 1” (**FIGURE 36**). To add information for more than one ER visit or hospitalization, click on “add new ER Visits and Hospitalizations form” (**FIGURE 36**).

FIGURE 35

The screenshot shows a software interface with a dark purple header bar. In the top left, there are tabs for 'SUMMARY', 'CASE FORMS', 'PRINT VERSION', 'ACTIONS', and 'PRINT BLANK'. On the far right of the header is a user icon labeled 'USER1'. Below the header, the main area has a title 'Home' in red. Underneath it, there's a section for 'new-last-name, new-first-name' with input fields for 'First Name' (containing 'new-first-name'), 'Middle Name', and 'Last Name' (containing 'new-last-name'). A 'Date of Death' section includes fields for 'Month' and 'Year'. To the right of these personal details is a vertical list of 'CASE FORMS' options: Home Record, Death Certificate, Birth/Fetal Death Certificate- Parent Section, Birth/Fetal Death Certificate- Infant/Fetal Section, Autopsy Report, Prenatal Care Record, ER Visits and Hospitalizations, Other Medical Office Visits, Medical Transport, Social and Environmental Profile, Mental Health Profile, Informant Interviews, Case Narrative, and Committee Decisions. The 'ER Visits and Hospitalizations' option is highlighted with a blue arrow pointing to it.

FIGURE 36

This screenshot shows the 'ER Visits and Hospitalizations' form for the individual 'new-last-name, new-first-name'. The title 'ER Visits and Hospitalizations' is at the top in red. Below it, the name 'new-last-name, new-first-name' is displayed. A green button labeled 'ADD NEW ER VISITS AND HOSPITALIZATIONS FORM' is prominent. At the bottom of the screen, there are links for 'View Record 1 | Delete Record'.

After you click on “View Record 1,” the ER Visits and Hospitalizations form will appear on the screen (**FIGURE 37**). If there were multiple ER visits or hospitalizations, click on “Case Forms,” navigate to “ER Visits and Hospitalizations,” and repeat steps.

FIGURE 37

The screenshot shows the 'ER Visits and Hospitalizations' form. At the top, there are navigation links: SUMMARY, CASE FORMS ▾, PRINT VERSION ▾, ACTIONS ▾, and PRINT BLANK ▾. On the right, it says 'USER1'. Below the header, the title 'ER Visits and Hospitalizations' is displayed in red, along with 'UNDO' and 'SAVE' buttons. A red text 'record: 1' is present. The main section is titled 'new-last-name, new-first-name' and 'Maternal Record Identification'. It contains five input fields: First Name, Middle Name, Last Name, Maiden Name, and Medical Record Number.

FIGURE 38

The screenshot shows the 'ER Visits and Hospitalizations' form. It includes sections for 'Diagnostic Imaging and Other Technology' (with fields for Date and Time, Procedure, Target, and Findings), 'Referrals and Consultations' (with fields for Date, Specialist Type, Reason, and Recommendations), and 'Reviewer's Notes About this Hospitalization, Delivery or ER Visit' (with a note about filling out separate summaries for each hospital visit). At the bottom are 'UNDO' and 'SAVE' buttons.

ER VISITS AND HOSPITALIZATIONS FORM GRAPHS

Below the Vital Signs Grid, you will see four graphs: Temperature, Pulse, Respiration, and Blood Pressure. If you enter data for these values in the Vital Signs Grid, you can view it in these graphs. To generate the graphs: enter values in the Vital Signs Grid above the graphs. Navigate to any other form in MMRIA, and then navigate back to the ER Visits and Hospitalizations form. Values will be displayed in the graphs.

Note: If any line within a grid is blank, a default x-axis value of 1/1/1970 00:00:00 and y-axis values of 0 will appear in the graphs. You can correct the graph by deleting the blank line in the grid, navigating to another form, and navigating back to the ER Visits and Hospitalizations form.

Other Medical Office Visits Form

To navigate to the Other Medical Office Visits form, click on “Case Forms” and select “Other Medical Office Visits” (**FIGURE 39**). To add a new record, click on “View Record 1” (**FIGURE 40**). To add information for more than one Other Medical Office Visit, click on “Add New Other Medical Office Visits form” (**FIGURE 40**).

FIGURE 39

The screenshot shows a software application window titled "Home". On the left, there is a sidebar with fields for "First Name" (new-first-name), "Middle Name" (empty), and "Last Name" (new-last-name). Below these is a "Date of Death" section with dropdown menus for "Year", "Month", and "Day". On the right, a main panel displays a list of case forms under the heading "CASE FORMS". The "Other Medical Office Visits" option is highlighted with a blue arrow pointing towards it from the bottom left.

FIGURE 40

The screenshot shows a software application window titled "Other Medical Office Visits" for "new-last-name, new-first-name". At the top, there are standard navigation buttons: SUMMARY, CASE FORMS, PRINT VERSION, ACTIONS, and PRINT BLANK. Below the title, there is a green button labeled "ADD NEW OTHER MEDICAL OFFICE VISITS FORM". At the bottom of the screen, there is a small link: "View Record 1 | Delete Record 1".

After you click on “View Record 1,” the form below will appear on the screen (**FIGURE 41**). If there were multiple Other Medical Office Visits, click on “Case Forms,” navigate to “Other Medical Office Visits,” and repeat steps.

FIGURE 41

The screenshot shows a web-based form titled "Other Medical Office Visits". At the top right, there are links for "SUMMARY", "CASE FORMS", "PRINT VERSION", "ACTIONS", "PRINT BLANK", and a user profile icon labeled "USER1". Below the title, it says "record: 1" and "new-last-name, new-first-name". A "Visit" section is shown with a "Date Of Medical Office Visit" field containing dropdown menus for "Month", "Day", and "Year", and a checkbox for "Estimate Arrival Time". There are also fields for "Gestational Age- Weeks" and "Gestational Age- Days". Below these are fields for "Days Postpartum" and "Visit Type". At the bottom left is a "Medical Record No." field, and at the bottom right are "UNDO" and "SAVE" buttons.

Location of Medical Care Facility

Remember that within the Reviewer Committee role, complete addresses will be de-identified – only the state will appear.

- • Enter the full address.
- • Click on “Get Coordinates.”

The “Get Coordinates” button (**FIGURE 42**) helps with geocoding for mapping. This is a two-step process involving collecting latitude/longitude and FIPS block level information. The latitude and longitude can aid analyses.

FIGURE 3

The screenshot shows a form titled "Location Of Medical Care Facility". It contains fields for "Street", "Apartment or Unit Number", "City", "State" (with a dropdown menu), "Zip Code", and "County". At the bottom are two buttons: "GET COORDINATES" and "CLEAR".

Medical Transport Form

To navigate to the Medical Transport form, click on “Case Forms” and select “Medical Transport” (**FIGURE 43**). To add a new record, click on “View Record 1” (**FIGURE 44**). To add information for more than one Medical Transport, click on “Add New Medical Transport form” (**FIGURE 44**).

FIGURE 43

The screenshot shows a software interface with a dark header bar. In the top left, there are buttons for 'SUMMARY', 'CASE FORMS', 'PRINT VERSION', 'ACTIONS', and 'PRINT BLANK'. On the far right, it says 'USER1'. Below the header, the main area has a title 'Home' and a subtitle 'new-last-name, new-first-name'. To the left, there are input fields for 'First Name' (new-first-name), 'Middle Name' (new-middle-name), and 'Last Name' (new-last-name). Below these is a 'Date of Death' field with dropdown menus for 'Month' and 'Year'. A large vertical menu on the right is titled 'CASE FORMS' and includes options like 'Home Record', 'Death Certificate', 'Birth/Fetal Death Certificate- Parent Section', 'Birth/Fetal Death Certificate- Infant/Fetal Section', 'Autopsy Report', 'Prenatal Care Record', 'ER Visits and Hospitalizations', 'Other Medical Office Visits', 'Medical Transport', 'Social and Environmental Profile', 'Mental Health Profile', 'Informant Interviews', 'Case Narrative', and 'Committee Decisions'. An arrow points from the 'Medical Transport' option in the menu towards the main content area.

FIGURE 44

This screenshot shows the 'Medical Transport' form. The top header is identical to Figure 43. The main content area displays the name 'new-last-name, new-first-name'. Below the name are two buttons: a green 'ADD NEW MEDICAL TRANSPORT FORM' button and a smaller blue 'View Record 1 | Delete Record 1' button. The rest of the page is blank white space.

After you click “View Record 1,” the form below will appear on the screen (**FIGURE 45**). If there were multiple Medical Transports, click on “Case Forms,” navigate to “Medical Transport,” and repeat steps above.

FIGURE 45

The screenshot shows a software application window titled "Medical Transport". At the top, there are navigation links: "SUMMARY", "CASE FORMS", "PRINT VERSION", "ACTIONS", "PRINT BLANK", and a user icon labeled "USER1". Below the title, the text "record: 1" is displayed. The main content area is titled "new-last-name, new-first-name". It contains a section for "Date of Transport" with dropdown menus for Month, Day, and Year, and a checkbox for "Estimate". There are also fields for "Gestational Age- Weeks", "Gestational Age- Days", and "Days Postpartum". A large text area for "Reason for Transport" is followed by a smaller area for "Maternal Conditions (Describe)". At the top right of the form area, there are "UNDO" and "SAVE" buttons.

Social and Environmental Profile Form

The Social and Environmental Profile should be completed for each case that you abstract and review. To navigate to the Social and Environment Profile form, click on “Case Forms” and select “Social and Environment Profile” (FIGURE 46).

FIGURE 46

The screenshot shows a software application window with a sidebar titled "Case Forms". The sidebar lists various case forms: Home Record, Death Certificate, Birth/Fatal Death Certificate- Parent Section, Birth/Fatal Death Certificate- Infant/Fatal Section, Autopsy Report, Prenatal Care Record, ER Visits and Hospitalizations, Other Medical Office Visits, Medical Transport, Social and Environmental Profile, Mental Health Profile, Informant Interviews, Case Narrative, and Committee Decisions. An arrow points from the text "Social and Environmental Profile" in the previous figure to the "Social and Environmental Profile" option in the sidebar.

Mental Health Profile Form

To navigate to the Mental Health Profile form, click on “Case Forms” (FIGURE 47) and select “Mental Health Profile” (FIGURE 48).

FIGURE 474

The screenshot shows the MMRIA software interface. At the top, there is a dark header bar with the following items from left to right: "SUMMARY", "CASE FORMS", "PRINT VERSION", "ACTIONS", "PRINT BLANK", and a user icon labeled "USER1". Below the header, the main content area has a title "Home" and some placeholder text "new-l...". On the left side, there is a sidebar with several input fields: "First Name" (with value "new-first-name"), "Middle Name" (with value "new-middle-name"), and "Last Name" (with value "new-last-name"). Below these is a section for "Date of Death" with dropdown menus for "Month" and "Year". To the right of the sidebar is a vertical list of "Case Forms" options: Home Record, Death Certificate, Birth/Fetal Death Certificate- Parent Section, Birth/Fetal Death Certificate- Infant/Fetal Section, Autopsy Report, Prenatal Care Record, ER Visits and Hospitalizations, Other Medical Office Visits, Medical Transport, Social and Environmental Profile, Mental Health Profile, Informant Interviews, Case Narrative, and Committee Decisions. A blue arrow points from the "Mental Health Profile" option towards the center of the screen.

FIGURE 48

SUMMARY CASE FORMS ▾ PRINT VERSION ▾ ACTIONS ▾ PRINT BLANK ▾ USER

Mental Health Profile UNDO SAVE

new-last-name, new-first-name

Were There Documented Preexisting Mental Health Conditions?*

Documented Preexisting Mental Health Conditions

Condition	Duration of Condition	Treatment(s)	Duration of Treatment	Treatment Changed During Pregnancy?	Dosage Changed During Pregnancy?	If Yes, Mental Health Provider Consultation During this Pregnancy?	Did Patient Adhere to Treatment?
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

DELETE ADD ITEM

Were There Documented Screenings and Referrals for Mental Health Conditions?

Date of Screening	GA- Weeks	GA- Days	Days Postpartum	Screening Tool	Referral for Treatment
<input type="text"/>					

DELETE ADD ITEM

Specify Other Screening Tool(s)

Was the Decedent TREATED for Any of the Following Mental Health Conditions PRIOR TO the Most Recent Pregnancy? (Select All that Apply)*

Depression
Anxiety disorder
Bipolar disorder
Psychotic disorder
Substance use disorder
Other

Informant Interviews Form

To navigate to the Informant Interviews form, click on “Case Forms” and select “Informant Interviews” (**FIGURE 49**). To add a new record, click on “Record 1” (**FIGURE 50**). To add information for more than one Informant Interview, click on “Add New Informant Interview form” (**FIGURE 50**).

FIGURE 49

SUMMARY CASE FORMS ▾ PRINT VERSION ▾ ACTIONS ▾ PRINT BLANK ▾ USER1

Home Record

Death Certificate

Birth/Fetal Death Certificate- Parent Section

Birth/Fetal Death Certificate- Infant/Fetal Section

Autopsy Report

Prenatal Care Record

ER Visits and Hospitalizations

Other Medical Office Visits

Medical Transport

Social and Environmental Profile

Mental Health Profile

Informant Interviews

Case Narrative

Committee Decisions

new-id

name

First Name

Middle Name

Last Name

Date of D

Month

FIGURE 50

The screenshot shows a web application interface for 'Informant Interviews'. At the top, there are navigation links: SUMMARY, CASE FORMS ▾, PRINT VERSION ▾, ACTIONS ▾, and PRINT BLANK ▾. On the right, there is a user icon labeled 'USER1'. The main content area has a title 'Informant Interviews' in red and a subtitle 'new-last-name, new-first-name'. Below this, there is a green button labeled 'ADD NEW INFORMANT INTERVIEWS FORM'. A small note at the bottom left says 'View Record 1 | Delete Record 1'.

After you click on “View Record 1,” the form below will appear on the screen (**FIGURE 51**). If there were multiple Informant Interviews, click on “Case Forms,” navigate to “Informant Interviews,” and repeat steps above.

FIGURE 51

The screenshot shows the 'Informant Interviews' form for 'record: 1'. It includes fields for 'Date of Interview' (Month, Day, Year dropdowns), 'Interview Type*' (dropdown), 'Specify Other Type' (text input), 'Informant Name' (text input), 'Age Group' (dropdown), 'Relationship To Deceased' (dropdown), 'Other Relationship' (text input), and 'Ethnicity' (text input). There are also 'UNDO' and 'SAVE' buttons at the top right.

Case Narrative Form

To navigate to the Case Narrative form, click on “Case Forms” and select “Case Narrative.”

HOW TO USE THE CASE NARRATIVE FORM

Within the Case Narrative form, you will see the Reviewer’s Notes from the various forms carried over into one place. At the very bottom is a text box labeled Case Narrative – this is where you can write your case narrative to print for your committee. You may use the template provided and edit it as needed.

You can copy and paste from the Reviewer's Notes boxes into the Case Narrative box at the very bottom to write a comprehensive Case Narrative. To copy and paste from the Reviewer's Notes boxes, highlight the text you wish to copy, right-click, and select Copy. Then place your cursor in the Case Narrative box at the very bottom of the form, right-click, and select Paste.

You can also copy and paste text from Word, Notepad, or other documents outside of MMRIA. Text may be copied into MMRIA; however, formatting will not be maintained (e.g. bold, italics, and underlines). Pasting images or other file types is not currently supported in MMRIA.

When you have completed your case narrative, you can preview or print it by going to Print Version and clicking "Case Narrative." You will see the Case Narrative displayed there (**FIGURE 52**).

FIGURE 52

MMRIA

Case Narrative

She was a (age, place of birth, race/ethnicity, marriage status, level education, occupation). She was a gravida ____ para ___, who died with cause of death _____ days /months, before, during or after delivery. Medical history was significant for ____ (Pre-pregnancy risk factors or pre-existing medical conditions). Pre-pregnancy BMI was _____. Life course issues significant for _____ (psychosocial factors).

Entry into prenatal care was at _____ weeks with # visits at a ____ (describe location) with a ____ (provider type). Prenatal history was significant for ____ (include identified obstetric risk factors). Referrals during prenatal period were to _____ at _____ weeks gestation.

Health events prior to delivery included _____. She presented to clinic/hospital/other _____ at _____ weeks gestation. Delivery was by a (provider title) _____ method was _____ with _____ anesthesia. Obstetric complications included _____. She presented to clinic/hospital/other _____ at _____ weeks gestation. Delivery was by a (provider title) _____ method was _____ with _____ anesthesia. Obstetric complications included _____. Fetus/infant was _____ weeks gestation and weighed _____ pounds/ounces. Apgar scores were _____ and complications were _____. Postpartum period (before

Committee Decisions Form

To navigate to the Committee Decisions Form, click on "Case Forms" and select "Committee Decisions."

HOW TO USE THE COMMITTEE DECISIONS FORM

The Committee Decisions Form is perhaps the most important form within MMRIA, because it captures the findings of your committee and helps your committee prioritize action. It is crucial to assign a person to take notes on the "paper" version of the Committee Decisions Form ([Appendix](#)) BEFORE each case goes for review. This person may or may not be the same person who abstracted the case. You can also give copies of the form to each committee member for each case and collect the forms at the end of each meeting in order to capture all possible input on a case. Once the meeting has finished and a case is closed, an abstractor or other assigned data entry person should enter the findings into the system as soon as possible.

Though the formatting differs, the content of the "paper" version of the form matches the content of the Committee Decisions Form within the system (**FIGURE 53**).

FIGURE 53

SUMMARY CASE FORMS ▾ PRINT VERSION ▾ ACTIONS ▾ PRINT BLANK ▾ USER1

Does Committee Agree with Cause of Death Listed on Death Certificate?

Notes About Key Circumstances Surrounding This Death Identified by the Committee (Enter in Bulleted Format)

Committee Determination of Cause(s) of Death

Type	Cause (Descriptive)	Comments
<input type="button" value="▼"/>	<input type="text"/>	<input type="text"/>
DELETE ADD ITEM		

If Pregnancy-Related, Committee Determination of Primary Underlying Cause of Death (PMSS-MM)

If Applicable: Committee Determination of Secondary Underlying Cause of Death (PMSS-MM)

Did Obesity Contribute to the Death?

Did Mental Health Conditions Contribute to the Death?

Did Substance Use Disorder Contribute to the Death?

Was This Death a Suicide?

Was this Death a Homicide?

If Homicide, Suicide, or Accidental Death, List the Means of Fatal Injury

G. DATA ANALYSIS

Data Structure

The MMRIA data structure is a hierarchical database with two levels in the hierarchy. The first level is comprised of forms for which you can have only one per case (Single Forms) and forms for which you can have more than one per case (Multiple Forms). The second level is composed of grids that exist within the Single and Multiple Forms.

Forms and Grids

 SINGLE FORMS	 MULTIPLE FORMS	 GRIDS
<ul style="list-style-type: none"> 📁 Death Certificate 📁 Birth/Fetal Death Certificate- Parent Section 📁 Autopsy Report 📁 Prenatal Care Records 📁 Mental Health Profile 📁 Social and Environmental Profile 📁 Committee Decisions 📁 Case Narrative 	<ul style="list-style-type: none"> 📁 Birth/Fetal Death Certificate- Infant/Fetal Section 📁 ER Visits and Hospitalizations 📁 Medical Transport 📁 Informant Interviews 📁 Other Medical Office Visits 	<ul style="list-style-type: none"> 💡 Grids exist within single and multiple forms. See Field Types for more details.

The data is stored by MMRIA in JSON (JavaScript Object Notation) format. While it is possible to import JSON-formatted data directly into some data analysis tools, MMRIA also has a data export function that provides CSV files for analysis. These data files are structured like a relational database.

Core Elements Report

The Core Elements Report is now a report rather than a data entry form as it was in MMRDS. The data used to create this report comes from the other forms in MMRIA. You can print this report to support case review processes and export it as a data table to support MMRC analyses.

Data Export

Data tables are exported from MMRIA as CSV files. All 1st-level Single Forms are merged and put out as one file, named *mmria_case_export*. The Core Elements report is exported as a separate CSV file, named *core_mmria_export*. A separate CSV file is also created for each of the five 1st-level Multiple Forms and each of the 53 grids. The CSV files are named to reflect the forms from which they originated and the contents of the grid.

In addition, there are two mapping files that are exported with the CSV files. One is for the forms and grids (*field_mapping*) and the other is for the Core Elements (*core_field_mapping*). These mapping files are a reference tool for you, providing the File name, the Path, and the Variable name.

All files are exported into a folder called “Export,” which is located at C:\temp\mmria-export. Once exported, these files are ready for analysis. Some analyses may require you to merge two or more of the exported CSV files.

Export Data

1. On the top menu bar, navigate to Actions → Export Data. A new tab will open in your browser titled “Submit Export Data Request.”

Export Request History (Please note that the export queue is deleted at midnight each day.)						
date_created	created_by	date_last_updated	last_updated_by	file_name	export_type	status
2018-04-24T16:12:27.106Z user1		2018-04-24T16:12:27.106Z user1		2018-04-24T16:12:27.106Z.zip	All CSV	Confirmation Required
2018-04-24T16:12:29.290Z user1		2018-04-24T16:12:29.290Z user1		2018-04-24T16:12:29.290Z.zip	Core CSV	Confirmation Required

2. Choose either “Export Core Data to csv format” or “Export All Data to CSV format.”
3. A new line item will appear in the Export Request History with “Confirmation Required” in the Status column. Confirm your request by selecting the “Confirm” button.
4. The “In Queue” message will appear. *This process can take several minutes and may be slower or faster depending on the number of cases you have in MMRIA. The core export is generally faster than the export of all data.*
5. When the “Download” button appears, click Download and a zip file will be generated.* The name of the zip file is formatted as an ISO Date and Time String: YYYY-MM-DD T hh:mm:ss Z.
**It may be necessary to clear your browsing history prior to downloading the files. To do so in Google Chrome, select Settings. Under Advanced, select Privacy and Security, then select Clear Browsing Data.*
6. Open the zip file to view the individual csv files.
7. Save the zip file to your local computer for offline access. You can also re-run the download of any export at a later date.

You may wish to delete previous exports from your Export Request History. This is recommended to improve the speed of future exports. Save copies of any previous data exports to a secure location, and then use the “Delete” button to remove them from your Export Request History.

Relating Your Data:

Any of the csv files can be imported into the software of your choice for analysis. There will be times that you will want to relate two or more of the csv files.

Single-Single	1 st level to 1 st level	1 key used	Key is <code>_id</code> in both sources
Single-Multiple	1 st level to 1 st level	1 key used	Key is <code>_id</code> in both sources
Single-Grid	1 st level to 2 nd level	1 key used	Key is <code>_id</code> in both sources
Multiple-Multiple	1 st level to 1 st level	1 key used	Key is <code>_id</code> in both sources
Multiple-Grid	1 st level to 2 nd level	3 keys used	Keys in <u>Multiple Form Files</u> are <code>_id</code> and <code>record_index</code> , and in the Grid Files are <code>_id</code> and <code>parent_record_index</code> .

Data Export: Grids

Grids are used to capture data in cases where users have more than one entry per form and the entry has related fields. One example is the Toxicology Grid on the Autopsy Report form.

You can input multiple substances and indicate characteristics for each substance, such as concentration, unit, and level, as illustrated below.

TOXICOLOGY GRID ON THE AUTOPSY REPORT FORM

<u>Substance</u>	<u>Concentration</u>	<u>Unit of Measure</u>	<u>Level</u>	<u>Comment(s)</u>
A				→
B				
C				

Below is a list of each form that contains at least one grid, and the numbers of grids contained within that form.

SINGLE FORMS:

- Death Certificate [1 Grid]
- Autopsy Report [4 Grids]
- Prenatal Care Record [13 Grids]
- Social and Environmental Profile [5 Grids]

- Mental Health Profile [2 Grids]
- Committee Decisions [3 Grids]

MULTIPLE FORMS:

- Birth/Fetal Death Certificate – Infant/Fetal section [1 Grid]
- ER Visits and Hospitalizations [13 Grids]
- Other Medical Office Visits [10 Grids]
- Medical Transport [1 Grid]

Analysis of MMRIA Data: Considerations

- You are most likely to use only one to three forms, with their associated grids, during data analysis. The Core Elements, Committee Decisions Form, and Death Certificate, along with their associated grids, together provide the data an analyst would need to support both routine and topic-specific analyses.
- Some forms and grids may never be used in analysis. This is because they are there for other purposes, such as case narrative development.
- Variables in the CSV output data files were named using the following convention:
 - The first three letters of the first three words of the form name +
 - The first letter of each word in the MMRIA path +
 - The first five letters of the last word in the MMRIA path

For example: the variable for place type of the medical care facility on the Other Medical Office Visits form would be: path:

other_medical_office_visits/medical_care_facility/place_type) is omovmcf_p_type)

The path and variable names are located in the *field_mapping* csv file.

If there is a duplicate variable name based on this algorithm, MMRIA creates a unique alphanumeric name. In future releases of MMRIA, these alphanumeric names will be replaced with a descriptive name.

Example Analyses

Below are some examples of questions that you might pursue, along with the required data files.

- What proportion of pregnancy-associated deaths are pregnancy-related?
 - Data file: Core Elements
- What are the leading underlying causes of pregnancy-related death? How do they vary?
 - Data file: Core Elements
- What are the most and least preventable underlying causes of pregnancy-related death?
 - Data file: Core Elements
- What are the common contributing factors of the leading and most preventable causes of pregnancy-related death?
 - Date files: Core Elements merged with Contributing Factors Grid
- What recommendations for action were made for the leading and most preventable causes of pregnancy-related death?
 - Data files: Core Elements merged with Committee Recommendations Grid

- What recommendations for action for the leading and most preventable causes of pregnancy-related death would have the largest impact?
 - Data files: Core Elements merged with Committee Recommendations Grid

H. REVIEWING CASES

If you are a Committee Member wishing to view cases in MMRIA, you will need to contact your User Admin(s) to receive access to MMRIA. Refer to the [Logging In](#) section for guidance.

How to Use the Committee Reviewer Role

Once you have logged in, you will see a Line Listing Summary page displaying all cases that have been entered into MMRIA by your committee's abstractors. Note that the first and last names have been redacted and replaced with "de-identified" for each case.

Case Information	Case Listing	Last Updated	Actions
de-identified, de-identified - (NV-2014-4158)	user1	2018-05-15T17:22:07.607Z	
de-identified, de-identified	user1	2018-05-15T17:19:30.11Z	
de-identified, de-identified	user1	2018-05-10T20:27:24.489Z	
de-identified, de-identified - (AL-2015-5646)	user1	2018-05-04T12:33:59.463Z	
de-identified, de-identified - (AK-2016-3770)	user1	2018-05-07T16:55:22.062Z	
de-identified, de-identified - (KY-2009-5735)	user1	2018-05-07T16:55:32.164Z	
de-identified, de-identified - (AZ-2016-3919)	user1	2018-04-27T17:38:12.359Z	
de-identified, de-identified - (GA-2018-8997)	user1	2018-04-24T22:15:20.643Z	
de-identified, de-identified - (CA-2000-8122)	user1	2018-04-20T17:48:43.431Z	
de-identified, de-identified - (HI-2015-3770)	user1	2018-04-17T20:15:03.145Z	
de-identified, de-identified - (NE-2016-9450)	user1	2018-04-17T19:32:30.1n4Z	

Note: As a committee reviewer, you can only **view** cases. You cannot edit or delete cases.

To view a case, click directly on a case to open its Home Record page. To learn more about the contents each case form, refer to the [Case Forms](#) section of this User Guide.

De-identified Fields

Within each case, you will see all of the forms that your committee's abstractors can access. However, you will see that the following fields are de-identified:

Form	Fields
Home Record	First Name, Middle Name, Last Name
	Month and Day of Death
	Agency-Based Case Identifier
Death Certificate	Time of Death
	Local File No.
	State File No.
	Place of Last Residence- Street, City, Zip Code, County, Latitude, Longitude
	Month and Day of Birth
	City of Birth
	Month and Day of Injury
	Time of Injury
	Place of Injury (Place Name)
	Location Where Injury Occurred- Street, City, Zip Code, County, Latitude, Longitude
Place of Death	Place of Death- Facility Name, Street, City, Zip Code, County, Latitude, Longitude

Form	Fields
Birth/Fetal Death Certificate- Parent Section	<p>Delivery Facility NPI Number, Delivery Facility Name</p> <p>Attendant's NPI</p> <p>Name of Facility Mother Transferred From</p> <p>Facility of Delivery Location Street, City, Zip Code, County, Latitude, Longitude</p> <p>Father's First Name, Middle Name, Last Name</p> <p>Father's Month and Day of Birth</p> <p>Father's City of Birth</p> <p>Mother's First Name, Middle Name, Last Name, Maiden Name, Medical Record Number</p> <p>Mother's Month and Day of Birth</p> <p>Mother's City of Birth</p> <p>Location of Residence- Street, City, Zip Code, County, Latitude, Longitude</p> <p>Month and Day of Last Live Birth, Last Other Pregnancy Outcome, Last Normal Menses, First Prenatal Care Visit, Last Prenatal Care Visit</p>
Birth/Fetal Death Certificate- Infant/Fetal Section	<p>Newborn/Fetus First Name, Middle Name, Last Name</p> <p>State File No., Local File No., Medical Record No.</p> <p>Facility- Name, City and State</p>

Form	Fields
Autopsy Report	Month and Day of Autopsy Jurisdiction
Prenatal Care Record	Prenatal Care Record No.
	Location of Primary Prenatal Care Facility- Street, City, Zip Code, County, Latitude, Longitude
	Month and Day that Birth Control was Discontinued
	Month and Day of: Last Normal Menses, Estimated Date of Confinement (Estimated Date of Delivery), First Prenatal Visit, First Ultrasound, Last Prenatal Visit
	Name, City and State of Intended Birthing Facility
	Dates of: Routine Monitoring Other Laboratory Tests, Diagnostic Procedures, Problems Identified, Medications/Drugs and Adverse Reactions During Pregnancy, Pre-Delivery Hospitalizations or ER Visits, Medical Referrals, Prenatal Care Other than the Primary Provider
ER Visits and Hospitalizations	First Name, Middle Name, Last Name, Maiden Name
	Medical Record Number
	Month and Day of Arrival at Hospital/ER, Admission to Hospital, Discharge from ER/Hospital
	Facility Name
	Facility NPI Number

Form	Fields
	Facility Street, City, Zip Code, County, Latitude, Longitude
	Date/Times of: Internal Transfers, Physical Examinations and Evaluations, Psychological Examinations and Assessments, Laboratory Tests, Pathology, Vital Signs, Medications, Surgical Procedures, Blood Transfusions or Blood Products, Diagnostic Imaging and Other Technology, Referrals and Consultations
	Month and Day of: Onset of Labor, Rupture of Membranes,
	Birth Attendant(s) NPI Numbers
Other Medical Office Visits	Month and Day of Medical Office Visit
	Medical Record No
	Location of Medical Care Facility- Street, City, Zip Code, County, Latitude, Longitude
	Date/Times of: Vital Signs, Laboratory Tests, Diagnostic Imaging and Other Technology, Physical Exams, Referrals and Consultations, Medications
Medical Transport	Month and Day of Medical Transport
	Date/Times of: Transport Vital Signs, Departure, Arrival, Patient Contact
	Place of Destination
Social and Environmental Profile	Date/Times of: Social and Medical Referrals

Form	Fields
	Names of Sources of Social Services Information
Mental Health Profile	Date of Screening
Informant Interviews	Informant Name
	Month and Day of Interview

Note on Display:

All de-identified Times display as “12:00 AM.”

All de-identified Dates within grids display as “2001-01-01.”

All de-identified Date/Time fields within grids display as “0001-01-01 00:00:00.”

All de-identified text fields display as “de-identified.”

Note: because dates are de-identified, it is important that your committee’s abstractor(s) enter **gestational ages or days postpartum** for all events.

I. USER ADMINISTRATION

MMRIA utilizes the CouchDB security system for user administration. The User Admin role assigns user names and passwords to each MMRIA user within a jurisdiction. Through the MMRIA interface, the User Admin can assign any of three user roles to a user: Abstractor, Committee Reviewer, or Form Designer.

For information on who should be assigned what user role, refer to the [User Roles](#) section above.

Note: The initial User Admin role is created during the setup of the MMRIA database through the CouchDB interface. Additional User Admins can be assigned through the CouchDB interface as needed. It is recommended that one or two trusted people within your jurisdiction have User Admin roles assigned.

If you are a User Admin, log in with your user name and password. From the Home Screen, click on “Actions,” then “Manage Users.”



Within the “Manage Users” page, you will see a list of all users and the option to add new users, remove users, and add or remove roles for users.

User List			
Daisy Duck	Role Name abstractor abstractor	<input type="button" value="REMOVE ROLE"/> <input type="button" value="REMOVE ROLE"/>	<input type="text" value="Daisy Duck"/> <input type="text" value="New Password"/> <input type="text" value="Verify Password"/> <input type="button" value="SAVE USER DAISY DUCK CHANGES"/>
Daisy_Duck@gmail.com	Role Name abstractor	<input type="button" value="REMOVE ROLE"/>	<input type="text" value="Daisy_Duck@gmail.com"/> <input type="text" value="New Password"/> <input type="text" value="Verify Password"/> <input type="button" value="SAVE USER DAISY_DUCK@GMAIL COM CHANGES"/>
demo_usr	Role Name	<input type="button" value="ADD ROLE"/>	<input type="text" value="demo_usr"/> <input type="text" value="New Password"/> <input type="text" value="Verify Password"/> <input type="button" value="SAVE USER DEMO_USR CHANGES"/>

Add Users

To add a new user, scroll to the bottom of the page and enter a username (recommended: use emails as usernames). Then click the “Add New User” button.

The new user will appear. You must then add a role or multiple roles for the user. For information on user roles, refer to the [User Roles](#) section above.

Once you have added a user role, click the “save user changes” button. Currently, each time you make a change and click the “save user changes” button, you must reset the password. Changes to user roles will take effect immediately.

The MMRIA Team recommends the User Admin configure usernames to be users’ email addresses. In the future, the system will generate automatic emails to notify users of account changes. Currently, the User Admin needs to provide each user with his or her username and password outside of the system. The User Admin also must manually reset any user passwords as needed. In the future, users will be able to reset their own passwords and will have usernames sent to them through email.

Passwords must be at least eight characters. There are no other inherent password restrictions. Usernames must be at least five characters; again, using email addresses as usernames is recommended.

Remove Users

The functionality to remove a user does not yet exist in the user interface. To disable a user account, you must change the user’s password. Changing the password will immediately take effect, preventing the user from logging in.

A Note on Users with Multiple Roles

It is best to assign each user one role. If a user is assigned to a committee reviewer role along with an abstractor role, the user will see the system as a committee reviewer (de-identified values in fields).

J. ADDING FIELDS AND FORMS

The Form Designer role allows you to customize forms with a tool called the Metadata Editor. With Form Designer access, you can add, edit, and delete fields and forms. The MMRIA Team cautions against adding or editing forms or fields, because MMRIA aims to standardize a national system and because maintaining any changes to the “core” MMRIA forms requires effort within your jurisdiction. Before choosing to add or edit fields, you should consider:

- Can the information be captured in a Reviewer’s Notes field?
- Is it data that other states should also be capturing?

If you decide that a new field or form is needed please reach out to MMRIAsupport@cdc.gov, for guidance on using the Form Designer role and the Metadata Editor.

K. FREQUENTLY ASKED QUESTIONS

I accidentally deleted a record – can it be recovered?

Deleted records do not get exported to a data set and are marked for deletion; contact MMRIAsupport@cdc.gov if you need assistance to recover a deleted record.

Will I see other abstractors' cases?

Yes, if your jurisdiction is hosting MMRIA on a file network or web server. However, if MMRIA is hosted on a desktop you will see only your own cases.

How should I handle a “false positive” case?

False positives, or cases where a woman was not in fact pregnant within one year of her death, **should** be entered into MMRIA. They can help your state monitor the number of false positives you encounter and analyze the characteristics of these false positives. To enter a false positive, complete all of the data on the Home Record and the Death Certificate form. Then, on the Committee Decisions Form, select “Not Pregnancy-Related or Associated (i.e. False Positive).”

Can CDC or other states see my state’s data?

No, CDC and other states cannot view your data unless you choose to share it.

Can we divide a case among multiple abstractors?

If MMRIA is hosted on a desktop, it cannot be divided among multiple abstractors. If MMRIA is hosted centrally, it can be divided among multiple abstractors providing they do not work in the same case at the same time.

Why does MMRIA ask for the same information multiple times on various forms (i.e. death certificate, birth certificate, and prenatal care)?

Names and demographic information are often inconsistent across source documents. Names can also change from event to event. Names may be misspelled or get reversed – this can be especially true with uncommon names. Inconsistencies in names and demographic information, or missing demographic information, across source documents can provide context around an event in a woman’s life. For this reason, CDC recommends that information should always be abstracted exactly as it is on the source document. Do not cut and paste from previous entries.

APPENDIX: COMMITTEE DECISIONS FORM

REVIEW DATE [REDACTED]	RECORD ID # [REDACTED]	COMMITTEE DETERMINATION OF CAUSE(S) OF DEATH			
TYPE	CAUSE (DESCRIPTIVE)				
IMMEDIATE					
CONTRIBUTING					
UNDERLYING					
OTHER SIGNIFICANT					
IF PREGNANCY-RELATED, COMMITTEE DETERMINATION OF UNDERLYING CAUSE OF DEATH Refer to page 3 for PMSS-MM cause of death list. If more than one is selected, list in order of importance beginning with the most compelling (1-2; no more than 2 may be selected in the system).					
DID OBESITY CONTRIBUTE TO THE DEATH?		<input type="checkbox"/> YES	<input type="checkbox"/> PROBABLY	<input type="checkbox"/> NO	<input type="checkbox"/> UNKNOWN
DID MENTAL HEALTH CONDITIONS CONTRIBUTE TO THE DEATH?		<input type="checkbox"/> YES	<input type="checkbox"/> PROBABLY	<input type="checkbox"/> NO	<input type="checkbox"/> UNKNOWN
DID SUBSTANCE USE DISORDER CONTRIBUTE TO THE DEATH?		<input type="checkbox"/> YES	<input type="checkbox"/> PROBABLY	<input type="checkbox"/> NO	<input type="checkbox"/> UNKNOWN
WAS THIS DEATH A SUICIDE?		<input type="checkbox"/> YES	<input type="checkbox"/> PROBABLY	<input type="checkbox"/> NO	<input type="checkbox"/> UNKNOWN
WAS THIS DEATH A HOMICIDE?		<input type="checkbox"/> YES	<input type="checkbox"/> PROBABLY	<input type="checkbox"/> NO	<input type="checkbox"/> UNKNOWN
IF HOMICIDE, SUICIDE, OR ACCIDENTAL DEATH, LIST THE MEANS OF FATAL INJURY		<input type="checkbox"/> FIREARM <input type="checkbox"/> SHARP INSTRUMENT <input type="checkbox"/> BLUNT INSTRUMENT <input type="checkbox"/> POISONING/ OVERDOSE <input type="checkbox"/> HANGING/ STRANGULATION/ SUFFOCATION	<input type="checkbox"/> FALL <input type="checkbox"/> PUNCHING/ KICKING/BEATING <input type="checkbox"/> EXPLOSIVE <input type="checkbox"/> DROWNING <input type="checkbox"/> FIRE OR BURNS <input type="checkbox"/> MOTOR VEHICLE	<input type="checkbox"/> INTENTIONAL NEGLECT <input type="checkbox"/> OTHER, SPECIFY: <input type="checkbox"/> UNKNOWN <input type="checkbox"/> NOT APPLICABLE	
IF HOMICIDE, WHAT WAS THE RELATIONSHIP OF THE PERPETRATOR TO THE DECEDENT?		<input type="checkbox"/> NO RELATIONSHIP <input type="checkbox"/> PARTNER <input type="checkbox"/> EX-PARTNER <input type="checkbox"/> OTHER RELATIVE	<input type="checkbox"/> OTHER ACQUAINTANCE <input type="checkbox"/> OTHER, SPECIFY:	<input type="checkbox"/> UNKNOWN <input type="checkbox"/> NOT APPLICABLE	
DOES THE COMMITTEE AGREE WITH THE UNDERLYING CAUSE OF DEATH LISTED ON DEATH CERTIFICATE? <input type="checkbox"/> YES <input type="checkbox"/> NO					

MMRIA		MATERNAL MORTALITY REVIEW COMMITTEE DECISIONS FORM v16			2																																																						
COMMITTEE DETERMINATION OF PREVENTABILITY		WAS THIS DEATH PREVENTABLE? <input type="checkbox"/> YES <input type="checkbox"/> NO CHANCE TO ALTER OUTCOME? <input type="checkbox"/> GOOD CHANCE <input type="checkbox"/> SOME CHANCE <input type="checkbox"/> NO CHANCE <input type="checkbox"/> UNABLE TO DETERMINE																																																									
CONTRIBUTING FACTORS WORKSHEET		RECOMMENDATIONS OF THE COMMITTEE																																																									
What were the factors that contributed to this death? Multiple contributing factors may be present at each level.		If there was at least some chance that the death could have been averted, what were the specific and feasible actions that, if implemented or altered, might have changed the course of events? [Who?] should [do what?] [when?]																																																									
CONTRIBUTING FACTOR LEVEL	CONTRIBUTING FACTOR (SEE BELOW) AND DESCRIPTION OF ISSUE	RECOMMENDATIONS OF THE COMMITTEE	LEVEL OF PREVENTION (SEE BELOW)	LEVEL OF IMPACT (SEE BELOW)																																																							
PATIENT/FAMILY																																																											
PROVIDER																																																											
FACILITY																																																											
SYSTEM																																																											
COMMUNITY																																																											
CONTRIBUTING FACTOR KEY (DESCRIPTIONS ON PAGE 4) <table border="1"> <tbody> <tr> <td>• Delay</td> <td>• Tobacco use</td> <td>• Continuity of care/care coordination</td> <td colspan="3"></td> </tr> <tr> <td>• Adherence</td> <td>• Chronic disease</td> <td>• Clinical skill/quality of care</td> <td colspan="3"></td> </tr> <tr> <td>• Knowledge</td> <td>• Childhood abuse/trauma</td> <td>• Outreach</td> <td colspan="3"></td> </tr> <tr> <td>• Cultural/religious</td> <td>• Access/financial</td> <td>• Law Enforcement</td> <td colspan="3"></td> </tr> <tr> <td>• Environmental</td> <td>• Unstable housing</td> <td>• Referral</td> <td colspan="3"></td> </tr> <tr> <td>• Violence</td> <td>• Social support/Isolation</td> <td>• Assessment</td> <td colspan="3"></td> </tr> <tr> <td>• Mental health conditions</td> <td>• Equipment/technology</td> <td>• Legal</td> <td colspan="3"></td> </tr> <tr> <td>• Substance use disorder - alcohol, illicit/prescription drugs</td> <td>• Policies/procedures</td> <td>• Other</td> <td colspan="3"></td> </tr> <tr> <td></td> <td>• Communication</td> <td></td> <td colspan="3"></td> </tr> </tbody> </table>						• Delay	• Tobacco use	• Continuity of care/care coordination				• Adherence	• Chronic disease	• Clinical skill/quality of care				• Knowledge	• Childhood abuse/trauma	• Outreach				• Cultural/religious	• Access/financial	• Law Enforcement				• Environmental	• Unstable housing	• Referral				• Violence	• Social support/Isolation	• Assessment				• Mental health conditions	• Equipment/technology	• Legal				• Substance use disorder - alcohol, illicit/prescription drugs	• Policies/procedures	• Other					• Communication				
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	• Communication																																																										
		PREVENTION LEVEL	EXPECTED IMPACT LEVEL																																																								
		• PRIMARY: Prevents the contributing factor before it ever occurs • SECONDARY: Reduces the impact of the contributing factor once it has occurred (i.e. treatment) • TERTIARY: Reduces the impact or progression of what has become an ongoing contributing factor (i.e. management of complications)	• SMALL: Education/counseling (community- and/or provider-based health promotion and education activities) • MEDIUM: Clinical intervention and coordination of care across continuum of well-woman visits (protocols, prescriptions) • LARGE: Long-lasting protective intervention (improve readiness, recognition and response to obstetric emergencies/LARC) • EXTRA LARGE: Change in context (promote environments that support healthy living/ensure available and accessible services) • GIANT: Address social determinants of health (poverty, inequality, etc.)																																																								

IF PREGNANCY-RELATED, COMMITTEE DETERMINATION OF UNDERLYING CAUSE OF DEATH* PMSS-MM

If more than one is selected, please list them in order of importance beginning with the most compelling (1-2; no more than 2 may be selected in the system).

*PREGNANCY-RELATED DEATH: THE DEATH OF A WOMAN DURING PREGNANCY OR WITHIN ONE YEAR OF THE END OF PREGNANCY FROM A PREGNANCY COMPLICATION, A CHAIN OF EVENTS INITIATED BY PREGNANCY, OR THE AGGRAVATION OF AN UNRELATED CONDITION BY THE PHYSIOLOGIC EFFECTS OF PREGNANCY.

- | | | |
|--|--|---|
| <input type="checkbox"/> 10 Hemorrhage (excludes aneurysms or CVA)
<input type="checkbox"/> 10.1 Hemorrhage – rupture/laceration/intra-abdominal bleeding
<input type="checkbox"/> 10.2 Placental abruption
<input type="checkbox"/> 10.3 Placenta previa
<input type="checkbox"/> 10.4 Ruptured ectopic pregnancy
<input type="checkbox"/> 10.5 Hemorrhage - uterine atony/postpartum hemorrhage
<input type="checkbox"/> 10.6 Placenta accreta/increta/percreta
<input type="checkbox"/> 10.7 Hemorrhage due to retained placenta
<input type="checkbox"/> 10.8 Hemorrhage due to primary DIC
<input type="checkbox"/> 10.9 Other hemorrhage/NOS
<input type="checkbox"/> 20 Infection
<input type="checkbox"/> 20.1 Postpartum genital tract (e.g. of the uterus/pelvis/perineum/necrotizing fasciitis)
<input type="checkbox"/> 20.2 Sepsis/septic shock
<input type="checkbox"/> 20.4 Chorioamnionitis/antepartum infection
<input type="checkbox"/> 20.5 Non-pelvic infections (e.g. pneumonia, TB, meningitis, HIV)
<input type="checkbox"/> 20.6 Urinary tract infection
<input type="checkbox"/> 20.9 Other infections/NOS
<input type="checkbox"/> 30 Embolism - thrombotic (non-cerebral)
<input type="checkbox"/> 30.9 Other embolism/NOS
<input type="checkbox"/> 31 Embolism - amniotic fluid
<input type="checkbox"/> 40 Preeclampsia
<input type="checkbox"/> 50 Eclampsia
<input type="checkbox"/> 60 Chronic hypertension with superimposed preeclampsia
<input type="checkbox"/> 70 Anesthesia complications
<input type="checkbox"/> 80 Cardiomyopathy
<input type="checkbox"/> 80.1 Postpartum/peripartum cardiomyopathy
<input type="checkbox"/> 80.2 Hypertrophic cardiomyopathy
<input type="checkbox"/> 80.9 Other cardiomyopathy/NOS
<input type="checkbox"/> 82 Hematologic
<input type="checkbox"/> 82.1 Sickle cell anemia
<input type="checkbox"/> 82.9 Other hematologic conditions including thrombophilias/TPP/HUS/NOS | <input type="checkbox"/> 83 Collagen vascular/autoimmune diseases
<input type="checkbox"/> 83.1 Systemic lupus erythematosus (SLE)
<input type="checkbox"/> 83.9 Other collagen vascular diseases/NOS
<input type="checkbox"/> 85 Conditions unique to pregnancy (e.g. gestational diabetes, hyperemesis, liver disease of pregnancy)
<input type="checkbox"/> 88 Injury
<input type="checkbox"/> 88.1 Intentional (homicide)
<input type="checkbox"/> 88.2 Unintentional
<input type="checkbox"/> 88.9 Unknown/NOS
<input type="checkbox"/> 89 Cancer
<input type="checkbox"/> 89.1 Gestational trophoblastic disease (GTD)
<input type="checkbox"/> 89.3 Malignant melanoma
<input type="checkbox"/> 89.9 Other malignancies/NOS
<input type="checkbox"/> 90 Cardiovascular conditions
<input type="checkbox"/> 90.1 Coronary artery disease/myocardial infarction (MI)/atherosclerotic cardiovascular disease
<input type="checkbox"/> 90.2 Pulmonary hypertension
<input type="checkbox"/> 90.3 Valvular heart disease congenital and acquired
<input type="checkbox"/> 90.4 Vascular aneurysm/dissection (non-cerebral)
<input type="checkbox"/> 90.5 Hypertensive cardiovascular disease
<input type="checkbox"/> 90.6 Marfan Syndrome
<input type="checkbox"/> 90.7 Conduction defects/arrhythmias
<input type="checkbox"/> 90.8 Vascular malformations outside head and coronary arteries
<input type="checkbox"/> 90.9 Other cardiovascular disease, including CHF, cardiomegaly, cardiac hypertrophy, cardiac fibrosis, non-acute myocarditis/NOS
<input type="checkbox"/> 91 Pulmonary conditions (excludes ARDS-Adult respiratory distress syndrome)
<input type="checkbox"/> 91.1 Chronic lung disease
<input type="checkbox"/> 91.2 Cystic fibrosis
<input type="checkbox"/> 91.3 Asthma
<input type="checkbox"/> 91.9 Other pulmonary disease/NOS
<input type="checkbox"/> 92 Neurologic/neurovascular conditions (excluding CVAs) | <input type="checkbox"/> 92.1 Epilepsy/seizure disorder
<input type="checkbox"/> 92.9 Other neurologic diseases/NOS
<input type="checkbox"/> 93 Renal disease
<input type="checkbox"/> 93.1 Chronic renal failure/End-stage renal disease (ESRD)
<input type="checkbox"/> 93.9 Other renal disease/NOS
<input type="checkbox"/> 95 Cerebrovascular accident (hemorrhage/thrombosis/aneurysm/ malformation) not secondary to hypertensive disease
<input type="checkbox"/> 96 Metabolic/endocrine
<input type="checkbox"/> 96.1 Obesity
<input type="checkbox"/> 96.2 Diabetes mellitus
<input type="checkbox"/> 96.9 Other metabolic/endocrine disorders
<input type="checkbox"/> 97 Gastrointestinal disorders
<input type="checkbox"/> 97.1 Crohn's disease/ulcerative colitis
<input type="checkbox"/> 97.2 Liver disease/failure/transplant
<input type="checkbox"/> 97.9 Other gastrointestinal diseases/NOS
<input type="checkbox"/> 100 Mental health conditions
<input type="checkbox"/> 100.1 Depression
<input type="checkbox"/> 100.9 Other psychiatric conditions/NOS
<input type="checkbox"/> 999 Unknown COD |
|--|--|---|

CONTRIBUTING FACTOR DESCRIPTIONS

DELAY OR FAILURE TO SEEK CARE

The provider or patient was delayed in referring or accessing care, treatment, or follow-up care/action.

ADHERENCE TO MEDICAL RECOMMENDATIONS

The provider or patient did not follow protocol or failed to comply with standard procedures (i.e. non adherence to prescribed medications).

KNOWLEDGE - LACK OF KNOWLEDGE REGARDING IMPORTANCE OF EVENT OR OF TREATMENT OR FOLLOW-UP

The provider or patient did not receive adequate education or lacked knowledge or understanding regarding the significance of a health event (e.g. shortness of breath as a trigger to seek immediate care) or lacked understanding about the need for treatment/follow-up after evaluation for a health event (e.g. needed to keep appointment for psychiatric referral after an ED visit for exacerbation of depression).

CULTURAL/RELIGIOUS, OR LANGUAGE FACTORS

Demonstration that any of these factors was either a barrier to care due to lack of understanding or led to refusal of therapy due to beliefs (or belief systems).

ENVIRONMENTAL FACTORS

Factors related to weather or social environment.

VIOLENCE AND INTIMATE PARTNER VIOLENCE (IPV)

Physical or emotional abuse perpetrated by current or former intimate partner, family member, or stranger.

MENTAL HEALTH CONDITIONS

The patient carried a diagnosis of a psychiatric disorder. This includes postpartum depression.

SUBSTANCE USE DISORDER - ALCOHOL, ILLICIT/ PRESCRIPTION DRUGS

Substance use disorder is characterized by recurrent use of alcohol and/or drugs causing clinically and functionally significant impairment, such as health problems or disability. The committee may determine that substance use disorder contributed to the death when the disorder directly compromised a woman's health status (e.g. acute methamphetamine intoxication exacerbated pregnancy-induced hypertension, or woman was more vulnerable to infections or medical conditions).

TOBACCO USE

The patient's use of tobacco directly compromised the patient's health status (e.g. long-term smoking led to underlying chronic lung disease).

CHRONIC DISEASE

Occurrence of one or more significant pre-existing medical conditions (e.g. obesity, cardiovascular disease, or diabetes).

CHILDHOOD SEXUAL ABUSE/TRAUMA

The patient experienced rape, molestation, or one or more of the following: sexual exploitation during childhood plus persuasion, inducement, or coercion of a child to engage in sexually explicit conduct; physical or emotional abuse or violence other than that related to sexual abuse during childhood.

LACK OF ACCESS/FINANCIAL RESOURCES

System issues, e.g. lack or loss of healthcare insurance or other financial duress, as opposed to woman's noncompliance, impacted woman's ability to care for herself (e.g. did not seek services because unable to miss work or afford postpartum visits after insurance expired). Other barriers to accessing care: Insurance non-eligibility, provider shortage in woman's geographical area, and lack of public transportation.

UNSTABLE HOUSING

Woman lived "on the street," in a homeless shelter, or in transitional or temporary circumstances with family or friends.

SOCIAL SUPPORT/ISOLATION - LACK OF FAMILY/ FRIEND OR SUPPORT SYSTEM

Social support from family, partner, or friends was lacking, inadequate, and/or dysfunctional.

INADEQUATE OR UNAVAILABLE EQUIPMENT/ TECHNOLOGY

Equipment was missing, unavailable, or not functional, (e.g. absence of blood tubing connector).

LACK OF STANDARDIZED POLICIES/PROCEDURES

The facility lacked basic policies or infrastructure germane to the woman's needs (e.g. response to high blood pressure, or a lack of or outdated policy or protocol).

POOR COMMUNICATION/LACK OF CASE COORDINATION OR MANAGEMENT/ LACK OF CONTINUITY OF CARE (SYSTEM PERSPECTIVE)

Care was fragmented (i.e. uncoordinated or not comprehensive) among or between healthcare facilities or units, (e.g. records not available between inpatient and outpatient or among units within the hospital, such as Emergency Department and Labor and Delivery).

LACK OF CONTINUITY OF CARE (PROVIDER OR FACILITY PERSPECTIVE)

Care providers did not have access to woman's complete records or did not communicate woman's status sufficiently. Lack of continuity can be between prenatal, labor and delivery, and postpartum providers.

CLINICAL SKILL/QUALITY OF CARE (PROVIDER OR FACILITY PERSPECTIVE)

Personnel were not appropriately skilled for the situation or did not exercise clinical judgment consistent with current standards of care (e.g. error in the preparation or administration of medication or unavailability of translation services).

INADEQUATE COMMUNITY OUTREACH/RESOURCES

Lack of coordination between healthcare system and other outside agencies/organizations in the geographic/cultural area that work with maternal child health issues.

INADEQUATE LAW ENFORCEMENT RESPONSE

Law enforcement response was not in a timely manner or was not appropriate or thorough in scope.

LACK OF REFERRAL OR CONSULTATION

Specialists were not consulted or did not provide care; referrals to specialists were not made.

FAILURE TO SCREEN/INADEQUATE ASSESSMENT OF RISK

Factors placing the woman at risk for a poor clinical outcome recognized, and the woman was not transferred/transported to a provider able to give a higher level of care.

LEGAL

Legal considerations that impacted outcome.

OTHER

Contributing factor not otherwise mentioned. Please provide description.