

# IMPACT User Guide

**Version:** 1.6.2

**Last Updated:** January 2026

**Document Status:** Production

---

## Table of Contents

- 1. Introduction
  - 2. Getting Started
  - 3. User Roles and Permissions
  - 4. Patient Management
  - 5. Episode Management
  - 6. Treatment Recording
  - 7. Tumour Tracking
  - 8. Investigation Management
  - 9. Reports and Analytics
  - 10. NBOCA COSD Export
  - 11. Data Quality Dashboard
  - 12. Keyboard Shortcuts
  - 13. Troubleshooting
- 

## Introduction

IMPACT (Integrated Monitoring Platform for Audit Care & Treatment) is a comprehensive surgical outcomes tracking system designed specifically for colorectal cancer care and general surgery. The system is fully compliant with National Bowel Cancer Audit (NBOCA) requirements and supports COSD v9/v10 XML exports for national audit submissions.

## Key Features

- **Patient Management:** Complete patient demographics and medical history tracking
  - **Episode-Based Care:** Track cancer, IBD, and benign condition episodes from referral to follow-up
  - **Treatment Recording:** Record all treatment modalities including surgery, chemotherapy, radiotherapy
  - **TNM Staging:** Full support for TNM v7 and v8 staging with pathology data
  - **NBOCA Compliance:** All 59/59 mandatory COSD fields implemented with validation
  - **Data Quality:** Real-time completeness tracking and pre-submission validation
  - **Security:** AES-256 field-level encryption for sensitive patient data
  - **Audit Trail:** Comprehensive logging of all data changes
- 

## Getting Started

### Logging In

1. Navigate to the IMPACT application URL (e.g., <http://impact.vps:3000>)
2. Enter your email address and password
3. Click "Sign In"

**Default Administrator Credentials** (change immediately after first login):

- Email: [admin@example.com](mailto:admin@example.com)
- Password: [admin123](#)

### Dashboard Overview

After logging in, you'll see the main dashboard with:

- **Total Patients:** Overall patient count

- **Active Episodes:** Currently active clinical episodes
- **Total Treatments:** All recorded treatments
- **Recent Activity:** Latest data entries and modifications

## Navigation

The main navigation menu provides access to:

- **Patients:** Patient list and management
  - **Episodes:** Clinical episode tracking
  - **Reports:** Analytics and outcome reports
  - **Admin:** User and clinician management (admin only)
- 

## User Roles and Permissions

IMPACT implements role-based access control with four user roles:

### Admin

- Full system access
- User management
- Clinician management
- System configuration
- Data export and backup
- NBOCA XML export

### Surgeon

- View all patient data
- Create and edit episodes and treatments
- View reports and analytics
- Cannot manage users or clinicians

### Data Entry

- Create and edit patient records
- Create and edit episodes and treatments
- Limited report access
- Cannot manage users or export data

## Viewer

- Read-only access to patient data
  - View reports and analytics
  - Cannot create or modify records
- 

# Patient Management

## Creating a New Patient

1. Navigate to **Patients** page
2. Click "**Add Patient**" button (or press **N** keyboard shortcut)
3. Complete the patient form:

### Demographics Tab

- **NHS Number:** 10-digit national identifier (automatically formatted)
- **Medical Record Number (MRN):** Hospital identifier (8 digits or IW+6 digits)
- **Date of Birth:** Patient's date of birth
- **Age:** Auto-calculated from DOB
- **Gender:** Male/Female/Other
- **Ethnicity:** Ethnicity code (required for NBOCA)
- **Postcode:** UK postcode (required for NBOCA)

### Medical History Tab

- **Conditions:** Pre-existing medical conditions
- **Previous Surgeries:** Surgical history

- **Medications:** Current medications
- **Allergies:** Known drug allergies
- **Smoking Status:** Never/Former/Current
- **Alcohol Use:** Consumption level

4. Click "**Save**" to create the patient record

## Searching for Patients

### Search Methods:

- **Quick Search:** Type in the search box to filter by name, NHS number, or MRN
- **Advanced Filters:** Use filters for gender, age range, ethnicity
- **Keyboard Navigation:** Use arrow keys to navigate results, Enter to select

## Editing Patient Records

1. Find the patient in the patients list
2. Click the patient row or press Enter
3. Click "**Edit**" button
4. Make necessary changes
5. Click "**Save**" to update

**Note:** All changes are logged in the audit trail with user information and timestamp.

## Data Security

- NHS numbers and MRNs are encrypted at rest using AES-256 encryption
- Dates of birth and postcodes are also encrypted for GDPR compliance
- All access is logged for audit purposes

---

## Episode Management

Episodes represent distinct clinical contacts or treatment pathways for conditions such as cancer, IBD, or benign conditions.

## Creating a Cancer Episode

1. Navigate to **Episodes** page
2. Click "**Add Episode**" button
3. Select or search for the patient
4. Complete the episode form:

### Basic Information

- **Condition Type:** Cancer/IBD/Benign
- **Cancer Type:** Bowel/Kidney/Breast/Oesophageal/Ovarian/Prostate
- **Referral Date:** Date patient was referred (COSD CR1600)
- **First Seen Date:** Date first seen by provider (COSD CR1410)
- **Referral Source:** GP/Consultant/Screening/Two Week Wait/Emergency/Other
- **Provider First Seen:** NHS Trust code (e.g., "RHU")

### MDT Information

- **MDT Discussion Date:** Date of multidisciplinary team meeting
- **MDT Meeting Type:** Colorectal/Upper GI/Lower GI/Combined/Other (COSD CR3190)
- **Lead Clinician:** Responsible consultant
- **MDT Team:** Team members involved

### Clinical Assessment

- **Performance Status:** ECOG score 0-5 (COSD CR0510)
- **CNS Involved:** Clinical Nurse Specialist involvement (COSD CR2050)
- **Treatment Intent:** Curative/Palliative
- **Treatment Plan:** Free text description

4. Click "**Save**" to create the episode

## Adding Tumours to Episodes

For cancer episodes, you must record at least one tumour:

1. Open the episode detail view
2. Click "**Add Tumour**" button
3. Complete the tumour form:

## Diagnosis

- **Diagnosis Date:** Date of primary diagnosis (COSD CR2030)
- **ICD-10 Code:** Primary diagnosis code (e.g., C18.7 for sigmoid colon) (COSD CR0370)
- **SNOMED Morphology:** Morphology code (COSD CR6400)
- **Tumour Site:** Anatomical location
- **Tumour Type:** Primary/Metastasis/Recurrence

## TNM Staging

- **TNM Version:** 7 or 8 (COSD CR2070)
- **Clinical T:** T category (pretreatment) (COSD CR0520)
- **Clinical N:** N category (pretreatment) (COSD CR0540)
- **Clinical M:** M category (pretreatment) (COSD CR0560)
- **Pathological T:** Post-surgery T stage (COSD pCR6820)
- **Pathological N:** Post-surgery N stage (COSD pCR0910)
- **Pathological M:** Post-surgery M stage (COSD pCR0920)

## Pathology

- **Grade:** Well/Moderate/Poor/Undifferentiated (COSD pCR0930)
- **Histology Type:** Adenocarcinoma/Mucinous/Signet Ring/Other
- **Lymph Nodes Examined:** Total nodes counted (COSD pCR0890)
- **Lymph Nodes Positive:** Positive nodes (COSD pCR0900)
- **CRM Status:** Circumferential resection margin (COSD pCR1150) - **Mandatory for rectal cancer**
- **CRM Distance:** Distance to margin in mm
- **Lymphovascular Invasion:** Present/Absent/Uncertain
- **Perineural Invasion:** Present/Absent/Uncertain

## Molecular Markers (Optional)

- **KRAS Status:** Wild type/Mutant/Unknown
- **BRAF Status:** Wild type/Mutant/Unknown
- **MMR Status:** Proficient/Deficient/Unknown

4. Click "**Save**" to add the tumour
- 

## Treatment Recording

### Recording Surgical Treatment

1. Open the episode detail view
2. Click "**Add Treatment**" button
3. Select "**Surgery (Primary)**" as treatment type
4. Complete the surgical treatment form:

#### Classification

- **Urgency:** Elective/Urgent/Emergency (COSD CO6000)
- **Complexity:** Routine/Intermediate/Complex
- **Primary Diagnosis:** Main diagnosis
- **Indication:** Cancer/IBD/Diverticular/Benign/Other

#### Procedure Details

- **Primary Procedure:** Main procedure name
- **OPCS-4 Code:** Procedure code (e.g., H33 for right hemicolectomy) (COSD CR0720) - **Mandatory**
- **Additional Procedures:** Any additional procedures performed
- **Surgical Approach:** Open/Laparoscopic/Robotic/Converted (COSD CR6310)
- **Robotic Surgery:** Whether robotic assistance used
- **Conversion to Open:** If converted from laparoscopic

#### Timeline

- **Admission Date:** Date admitted to hospital
- **Surgery Date:** Date of operation (COSD CR0710)
- **Operation Duration:** Length of procedure in minutes
- **Discharge Date:** Date discharged from hospital
- **Length of Stay:** Auto-calculated



## Surgical Team

- **Primary Surgeon:** Lead surgeon (COSD requirement)
- **Assistant Grade:** Consultant/Specialist Registrar/Core Trainee/Other
- **Anaesthetist:** Anaesthesiologist name

## Intraoperative Details

- **ASA Score:** 1-5 (COSD CR6010) - **Mandatory for surgical patients**
- **Anaesthesia Type:** General/Regional/Local
- **Blood Loss:** Volume in millilitres
- **Transfusion Required:** Yes/No
- **Intraoperative Findings:** Free text description

## Stoma Information

- **Stoma Created:** Yes/No
- **Stoma Type:** Loop Ileostomy/End Ileostomy/Loop Colostomy/End Colostomy
- **Defunctioning Stoma:** Auto-calculated (Yes if both stoma AND anastomosis created)

## Anastomosis Information

- **Anastomosis Performed:** Yes/No
- **Anastomosis Type:** Hand sewn/Stapled/Hybrid
- **Configuration:** End-to-end/End-to-side/Side-to-side
- **Location:** Colorectal/Coloanal/Ileocolic/Ileorectal/Other
- **Height Above Anal Verge:** Distance in cm (for rectal)

## Postoperative Events

- **Complications:** Record any complications with Clavien-Dindo grade (I-V)
- **Anastomotic Leak:** Full tracking with ISGPS severity (A-C)
- **Return to Theatre:** Auto-linked when RTT surgery created
- **Escalation of Care:** ICU/HDU admission

## Outcomes

- **30-day Readmission:** Yes/No with reason
- **30-day Mortality:** Yes/No

- **90-day Mortality:** Yes/No
- **Date of Death:** If applicable

5. Click **"Save"** to record the treatment

## Recording Return to Theatre (RTT)

If a patient requires reoperation:

1. Open the episode detail view
2. Click **"Add Treatment"** button
3. Select **"Surgery (Return to Theatre)"** as treatment type
4. **Parent Surgery:** Select the original surgery from dropdown (required)
5. **RTT Reason:** Specify reason for return (required)
6. Complete other surgical details as above
7. Click **"Save"**

### Automatic Updates:

- Parent surgery's "Return to Theatre" flag set to True
- Parent surgery's RTT date and reason auto-populated
- Link added to parent surgery's related surgeries list

## Recording Stoma Reversal

1. Open the episode detail view
2. Click **"Add Treatment"** button
3. Select **"Surgery (Stoma Reversal)"** as treatment type
4. **Parent Surgery:** Select the surgery where stoma was created (required)
5. **Reversal Notes:** Optional notes
6. Complete other surgical details as above
7. Click **"Save"**

### Automatic Updates:

- Parent surgery's stoma closure date set to reversal date
- Parent surgery's reversal treatment ID recorded
- Link added to parent surgery's related surgeries list

## Recording Chemotherapy

1. Open the episode detail view
2. Click "**Add Treatment**" button
3. Select "**Chemotherapy**" as treatment type
4. Complete:
  - **Regimen:** Chemotherapy protocol (e.g., FOLFOX, CAPOX)
  - **Treatment Intent:** Adjuvant/Neoadjuvant/Palliative
  - **Start Date:** Treatment commencement date
  - **Cycles Planned:** Number of cycles planned
  - **Cycles Completed:** Number completed
  - **Response:** Response to treatment
5. Click "**Save**"

## Recording Radiotherapy

1. Open the episode detail view
  2. Click "**Add Treatment**" button
  3. Select "**Radiotherapy**" as treatment type
  4. Complete:
    - **Technique:** IMRT/3DCRT/SBRT/Other
    - **Total Dose:** Dose in Gray (Gy)
    - **Fractions:** Number of treatment sessions
    - **Treatment Intent:** Neoadjuvant/Adjuvant/Palliative
    - **Target Site:** Treatment location
  5. Click "**Save**"
- 

## Tumour Tracking

### Viewing Tumours

- Navigate to **Episodes** page
- Click on an episode to view details
- Tumours are displayed in the episode detail view
- Each tumour shows:
  - Tumour ID
  - Site and type
  - TNM staging
  - ICD-10 code
  - Diagnosis date

## Editing Tumours

1. Open the episode detail view
2. Find the tumour in the list
3. Click "**Edit**" button
4. Make necessary changes
5. Click "**Save**"

### Important:

- CRM status is **mandatory for rectal cancer** (ICD-10 codes C19, C20)
  - Minimum 12 lymph nodes should be examined for adequate staging
  - TNM version must be specified (7 or 8)
- 

## Investigation Management

IMPACT tracks clinical investigations including imaging, endoscopy, and laboratory tests.

## Adding Investigations

1. Open the episode detail view
2. Click "**Add Investigation**" button

3. Select investigation type:

- **Imaging:** CT Abdomen, CT Colonography, MRI Primary, MRI Liver
- **Endoscopy:** Colonoscopy, Sigmoidoscopy
- **Laboratory:** Blood tests, tumour markers

4. Complete investigation details:

- **Date:** Investigation date
- **Result:** Primary finding
- **Findings:** Detailed structured findings
- **Notes:** Free text notes

5. Click "**Save**"

## MRI Primary Investigation

For rectal cancer staging, MRI provides critical information:

- **T Stage:** MRI T category
  - **N Stage:** MRI N category
  - **CRM Status:** Margin involvement
  - **Distance from Anal Verge:** Tumour height in cm
  - **EMVI:** Extramural vascular invasion (Yes/No)
- 

## Reports and Analytics

### Summary Report

View overall surgical outcomes:

- **Total Surgeries:** All recorded surgical procedures
- **Complication Rate:** Percentage with complications
- **Readmission Rate:** 30-day readmissions
- **30-day Mortality:** Early mortality rate
- **90-day Mortality:** Extended mortality rate
- **Return to Theatre Rate:** Percentage requiring reoperation
- **Escalation Rate:** ICU/HDU admission rate

- **Median Length of Stay:** Average hospital stay in days

## Surgeon Performance Report

View individual surgeon outcomes:

- Aggregated metrics per clinician
- Yearly breakdown (2023-2025)
- Color-coded performance indicators
- Case volume and complexity

## NBOCA Compliance Report

Track data completeness for NBOCA submission:

- **Field Completeness:** Percentage complete per field
- **Mandatory Fields:** 59/59 COSD field status
- **Missing Data:** Fields requiring completion
- **Validation Status:** Pre-submission checks

## Excel Export

All reports can be exported to Excel:

1. Open any report view
  2. Click "**Export to Excel**" button
  3. Excel file downloads with professional formatting
  4. Includes charts, tables, and summary statistics
- 

## NBOCA COSD Export

### Generating XML Export

1. Navigate to **Admin** → **Exports** (admin only)

2. Select "**NBOCA XML Export**"
3. Optional: Filter by date range
  - **Start Date:** Include episodes from this date
  - **End Date:** Include episodes until this date
4. Click "**Generate XML**"
5. XML file downloads in COSD v9/v10 format

## What's Included

The XML export includes:

- **Patient Demographics:** NHS number, DOB, gender, ethnicity, postcode
- **Episode Information:** Referral pathway, MDT details, performance status
- **Tumour Data:** TNM staging, pathology, ICD-10 codes
- **Treatment Details:** Surgery details, OPCS-4 codes, ASA scores
- **Outcomes:** Complications, mortality, readmissions

## Export Validation

Before generating XML:

1. Run "**Data Completeness Check**" to identify missing fields
  2. Run "**NBOCA Validator**" to check submission readiness
  3. Review validation report and fix any errors
  4. Ensure all mandatory fields are complete:
    - NHS Number (CR0010)
    - Date of Birth (CR0100)
    - Gender (CR3170)
    - Postcode (CR0080)
    - Diagnosis Date (CR2030)
    - ICD-10 Code (CR0370)
    - TNM Staging (CR0520, CR0540, CR0560)
    - OPCS-4 Code (CR0720) - for surgical patients
    - ASA Score (CR6010) - for surgical patients
    - CRM Status (pCR1150) - for rectal cancer
-

# Data Quality Dashboard

## Accessing the Dashboard

1. Navigate to **Admin** → **Data Quality**
2. View real-time completeness metrics

## Metrics Displayed

- **Patient Demographics:** Completeness percentage
  - NHS Number
  - Date of Birth
  - Gender
  - Ethnicity
  - Postcode
- **Diagnosis Data:** Completeness percentage
  - Diagnosis Date
  - ICD-10 Code
  - TNM Staging
- **Surgery Data:** Completeness percentage (for surgical episodes)
  - OPCS-4 Code
  - ASA Score
  - Surgical Approach
  - Urgency

## Improving Data Quality

1. Review fields with low completeness (<90%)
2. Use search filters to find incomplete records
3. Edit records to add missing mandatory fields
4. Re-run data quality check to verify improvement



---

# Keyboard Shortcuts

IMPACT supports keyboard shortcuts for efficient navigation:

## Global Shortcuts

- **Ctrl + K** or **Cmd + K**: Open command palette
- **H**: Open help dialog
- **Esc**: Close modal/dialog

## Patients Page

- **N**: Create new patient
- **↑/↓**: Navigate patient list
- **Enter**: Open selected patient
- **/**: Focus search box

## Episodes Page

- **N**: Create new episode
- **↑/↓**: Navigate episode list
- **Enter**: Open selected episode
- **/**: Focus search box

## Modal Navigation

- **Tab**: Next field
  - **Shift + Tab**: Previous field
  - **Enter**: Submit form (when valid)
  - **Esc**: Close modal
-

# Troubleshooting

## Common Issues

### "Could not validate credentials" Error

**Solution:** Your session has expired. Click "Sign Out" and log in again.

### Cannot See "Add Patient" Button

**Solution:** You need Data Entry, Surgeon, or Admin role. Contact your administrator.

### NHS Number Not Accepted

**Solution:** NHS number must be exactly 10 digits. Check for spaces or incorrect formatting.

### Cannot Export XML

**Solution:** XML export requires Admin role. Contact your administrator.

### Tumour CRM Status Required

**Solution:** For rectal cancer (C19, C20), CRM status is mandatory. Select Clear/Involved/Close.

### Missing OPCS-4 Code Validation Error

**Solution:** All surgical treatments require a valid OPCS-4 procedure code for NBOCA submission.

## Getting Help

### Technical Support:

- Email: [support@example.com](mailto:support@example.com)
- Internal Help Desk: ext. 1234

### Training Resources:

- User Guide: [/docs/USER\\_GUIDE.md](/docs/USER_GUIDE.md)

- Video Tutorials: (link to training videos)
- NBOCA Documentation: <https://www.nboca.org.uk>

## Reporting Bugs

If you encounter a bug:

1. Note the exact steps to reproduce
2. Take a screenshot if applicable
3. Check the browser console for errors (F12)
4. Report to IT support with details

## Appendix A: NBOCA Field Codes Reference

COSD Code	Field Name	Required	Notes
CR0010	NHS Number	Mandatory	10 digits
CR0100	Date of Birth	Mandatory	YYYY-MM-DD
CR3170	Gender	Mandatory	Male/Female/Other
CR0080	Postcode	Mandatory	UK postcode
CR0150	Ethnicity	Mandatory	Ethnicity code
CR1600	Referral Source	Recommended	GP/Consultant/Screening/2WW
CR1410	Provider First Seen	Recommended	NHS Trust code
CR2050	CNS Involved	Recommended	Yes/No/Unknown
CR3190	MDT Meeting Type	Recommended	Colorectal/Upper GI/etc
CR0510	Performance Status	Recommended	ECOG 0-5
CR2030	Diagnosis Date	Mandatory	Date of diagnosis
CR0370	ICD-10 Code	Mandatory	C18.x-C20 for bowel
CR6400	SNOMED Morphology	Recommended	Morphology code
CR2070	TNM Version	Mandatory	7 or 8
CR0520	Clinical T Stage	Mandatory	Tx-T4b
CR0540	Clinical N Stage	Mandatory	Nx-N2b
CR0560	Clinical M Stage	Mandatory	Mx-M1c
pCR6820	Pathological T	Recommended	pTx-pT4b

COSD Code	Field Name	Required	Notes
pCR0910	Pathological N	Recommended	pNx-pN2b
pCR0920	Pathological M	Recommended	pMx-pM1c
pCR0930	Grade	Mandatory	Well/Moderate/Poor
pCR0890	Lymph Nodes Examined	Recommended	Minimum 12
pCR0900	Lymph Nodes Positive	Recommended	Count
pCR1150	CRM Status	Mandatory (rectal)	Clear/Involved/Close
CR0720	OPCS-4 Code	Mandatory (surgery)	Procedure code
CR6010	ASA Score	Mandatory (surgery)	1-5
CR6310	Surgical Approach	Recommended	Open/Lap/Robotic
CO6000	Urgency	Recommended	Elective/Urgent/Emergency
CR0710	Surgery Date	Mandatory (surgery)	Date of operation
CR1450	Provider Organisation	Recommended	NHS Trust code

---

## End of User Guide

For technical documentation, see:

- DEPLOYMENT\_GUIDE.md
- TECHNICAL\_SPECIFICATIONS.md
- SECURITY\_AND\_COMPLIANCE.md
- DATABASE\_SCHEMA.md