# Cancer Patient Details Application

## User Manual

Prepared for the Health & Family Welfare Department, Government of West Bengal

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# 1. Introduction

## 1.1 Purpose of this manual

This manual is designed to provide you with an understanding of the Cancer Patient Details Application Software. The manual lists the various features and functions that are available whilst assisting you in carrying out each task with step by step instructions and guidance. Visual screens are captured to improve clarity and understanding of a function.

## 1.2 Who should use this manual

This manual is intended for

- Hospital User

## 1.3 Prerequisites

User should have a basic understanding of using a computer, keyboard and mouse. In addition, being able to understand basic functions of a web browser will be beneficial as well as elements such as pop-up windows. In some cases, more than one web page may be open; USER should have knowledge of using and navigating to a different 'Tab' when required. Many of the terms and functions however are common across the Software including buttons such as 'Add', 'Save', 'Update' and 'Show'.

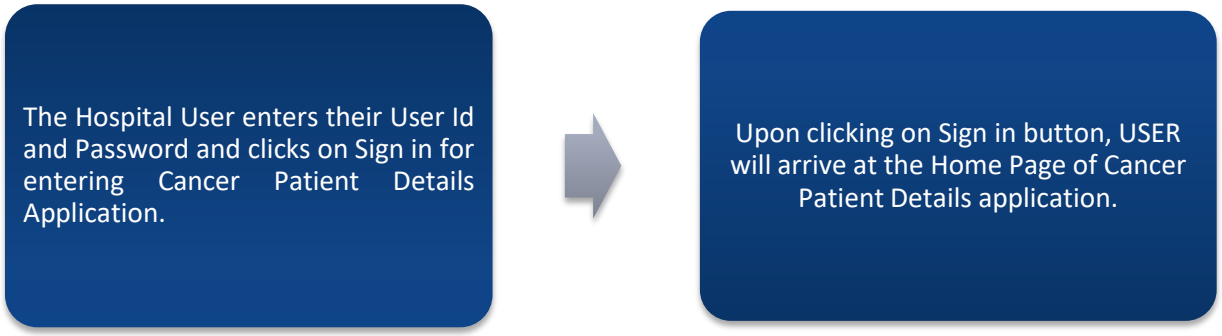
## 1.4 Structure of this manual

This manual will be organized in line with the Software menu screen and in the same hierarchical structure. Chapters within this manual are sequenced in the same order as the main menu headings and have the precise title names as the headings.

# 2. Login

This section of the User manual describes how a USER will log-in to the Cancer Patient Details application. Details are elaborated in 2.2.

## 2.1 Process Flow



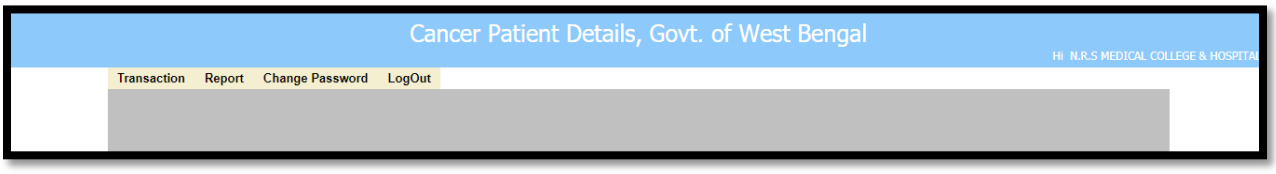

## 2.2 Detailed Steps

- The Hospital User enters their User Id and Password and clicks on Sign in for entering Cancer Patient Details Application.
- Upon clicking on Sign in button, USER will arrive at the Home Page of Cancer Patient Details application.

## 2.3 Screenshot View

The Hospital User enters their User Id and Password and clicks on Sign in for entering Cancer Patient Details Application.

Upon clicking on Sign in button, USER will arrive at the Home Page of Cancer Patient Details application.

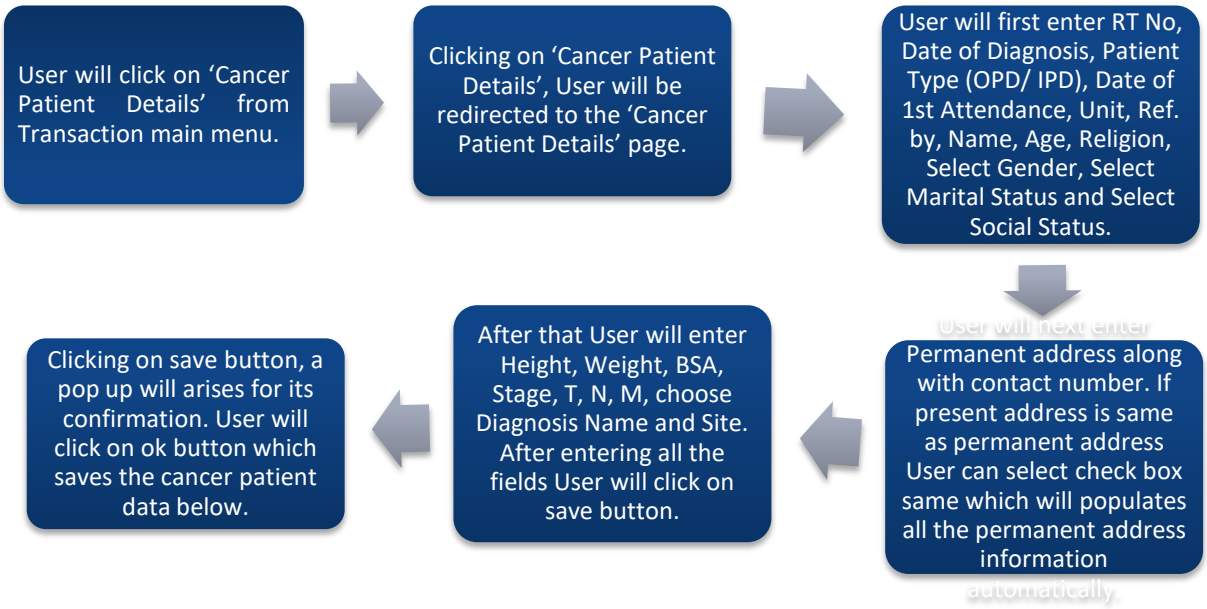


# 3. Transaction

## 3.1 Cancer Patient Details

This section User manual describes how User will enters a cancer patient details. The procedures are described in 3.1.2.

### 3.1.1 Process Flow

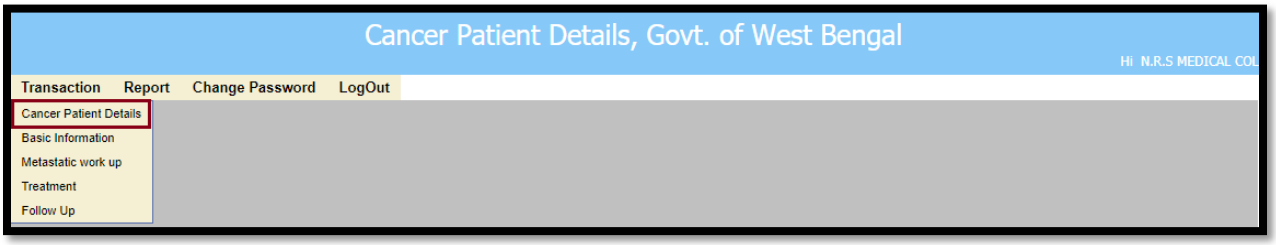



### 3.1.2 Detailed Steps

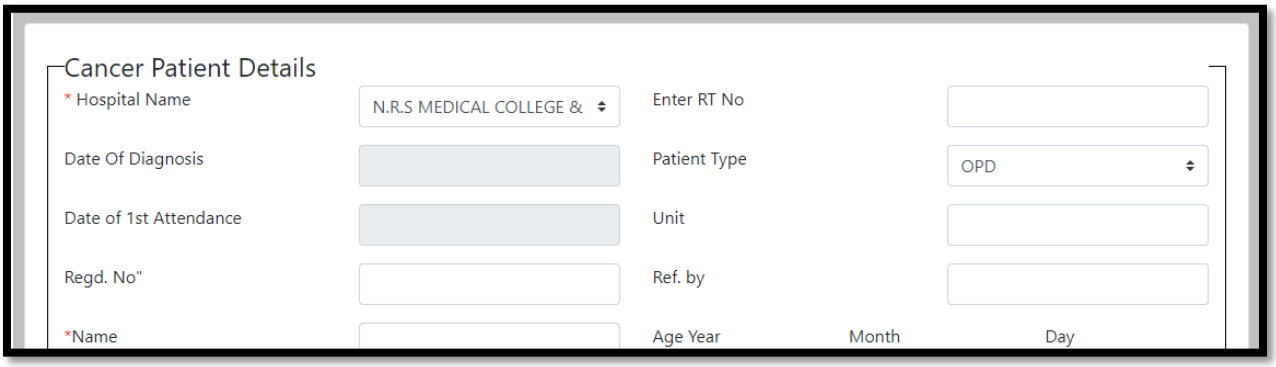
- User will click on 'Cancer Patient Details' from Transaction main menu.
- Clicking on 'Cancer Patient Details', User will be redirected to the 'Cancer Patient Details' page.
- User will first enter RT No, Date of Diagnosis, Patient Type (OPD/ IPD), Date of 1st Attendance, Unit, Ref. by, Name, Age, Religion, Select Gender, Select Marital Status and Select Social Status.
- User will next enter Permanent address along with contact number. If present address is same as permanent address User can select check box same which will populates all the permanent address information automatically.
- After that User will enter Height, Weight, BSA, Stage, T, N, M, choose Diagnosis Name and Site. After entering all the fields User will click on save button.
- Clicking on save button, a pop up will arises for its confirmation. User will click on ok button which saves the cancer patient data below.

### 3.1.3 Screenshot View

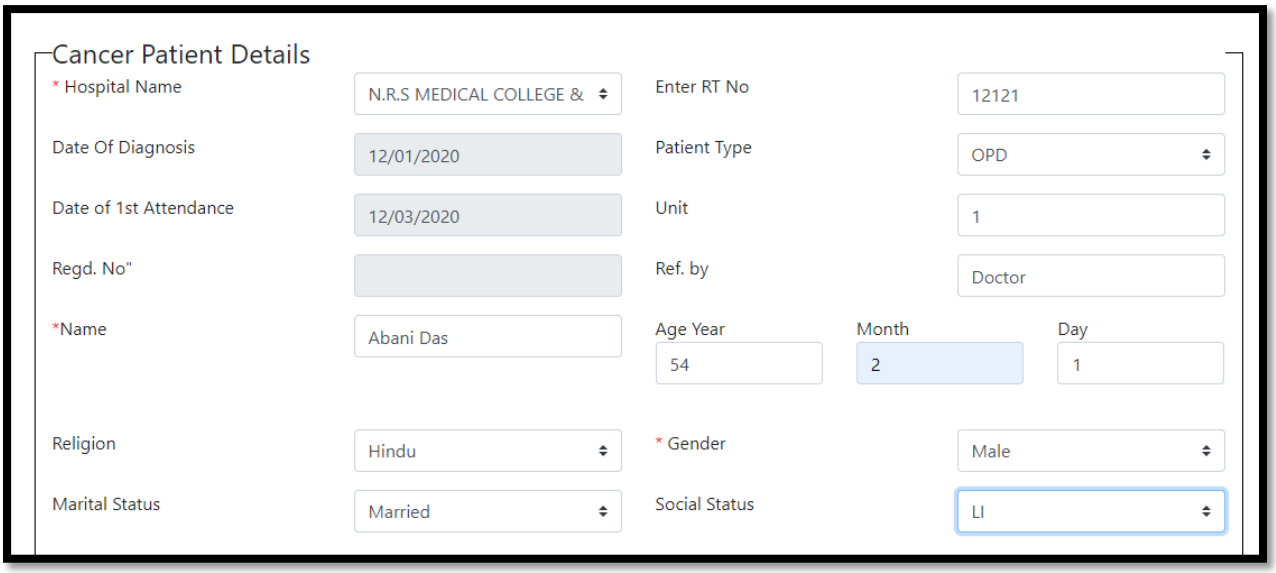
User will click on ‘Cancer Patient Details’ from Transaction main menu.



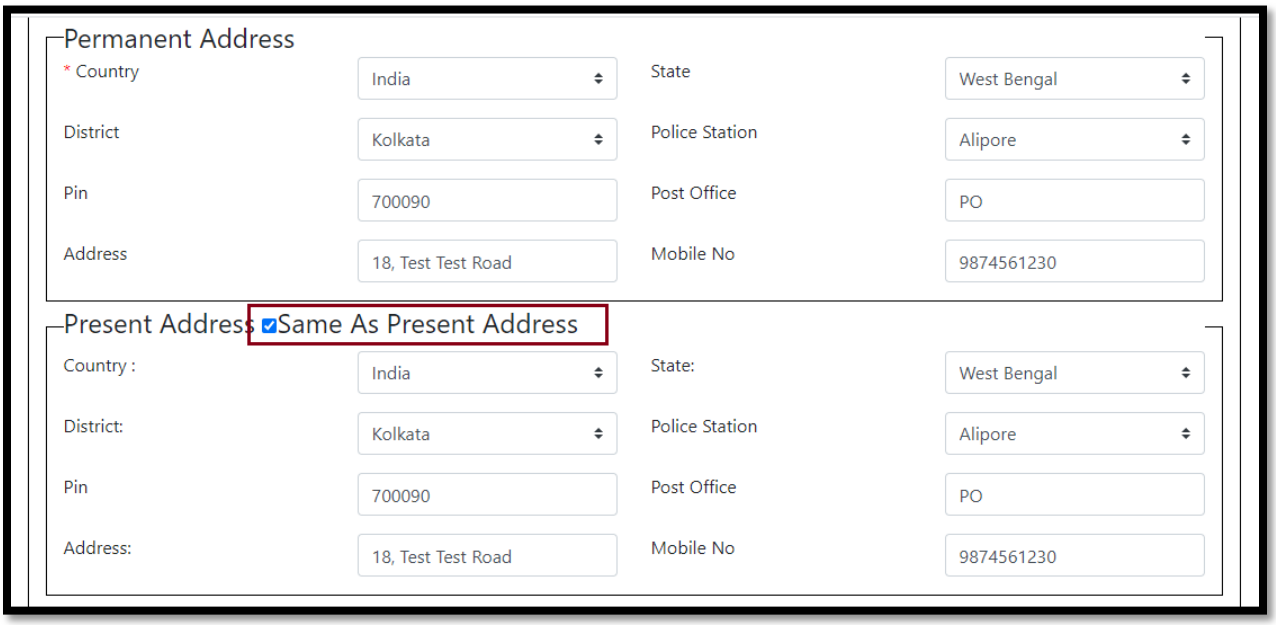

Clicking on ‘Cancer Patient Details’, User will be redirected to the ‘Cancer Patient Details’ page.




User will first enter RT No, Date of Diagnosis, Patient Type (OPD/ IPD), Date of 1st Attendance, Unit, Ref. by, Name, Age, Religion, Select Gender, Select Marital Status and Select Social Status.

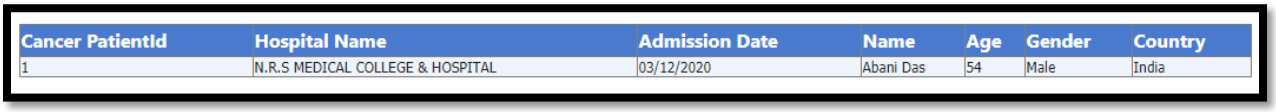


User will next enter Permanent address along with contact number. If present address is same as permanent address User can select check box same which will populates all the permanent address information automatically.




After that User will enter Height, Weight, BSA, Stage, T, N, M, choose Diagnosis Name and Site. After entering all the fields User will click on save button.

Clicking on save button, a pop up will arises for its confirmation. User will click on ok button which saves the cancer patient data below.

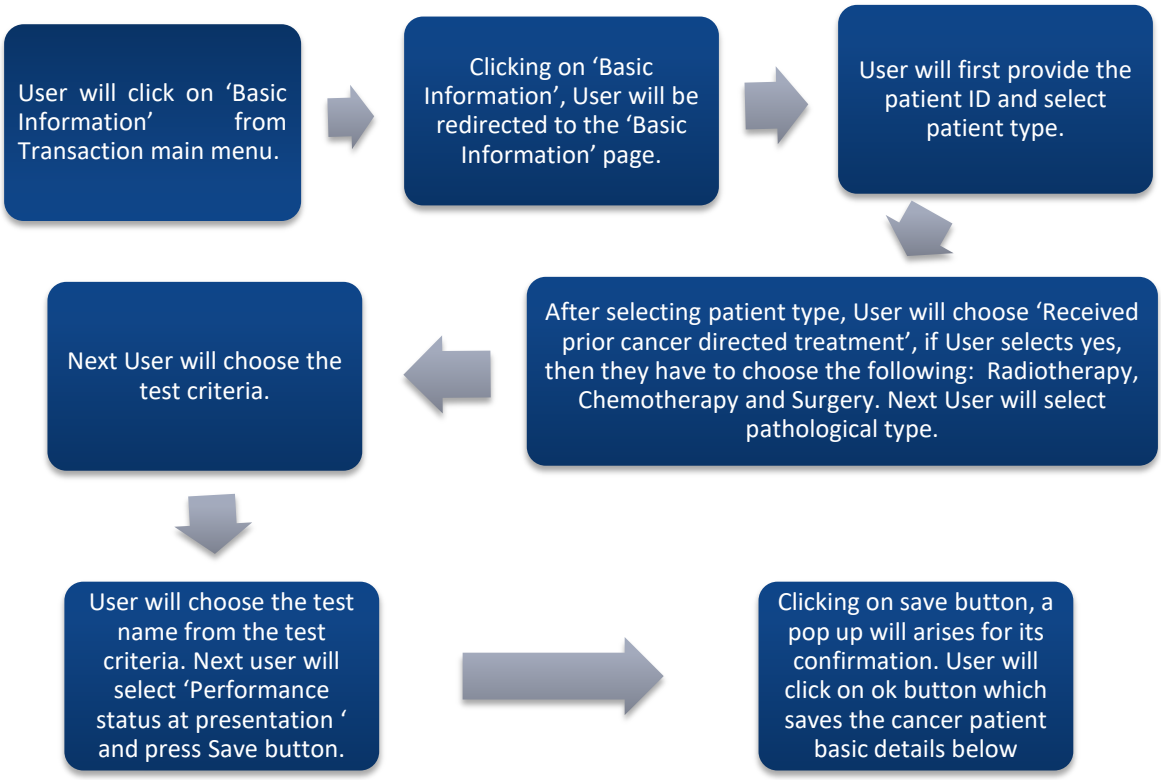


| Cancer PatientId | Hospital Name | Admission Date | Name | Age | Gender | Country |
|---|---|---|---|---|---|---|
| 1 | N.R.S MEDICAL COLLEGE & HOSPITAL | 03/12/2020 | Abani Das | 54 | Male | India |

## 3.2 Basic Information

This section User manual describes how User enters basic information of the entered cancer patient. Detailed procedures are described in 3.2.2.

### 3.2.1 Process Flow

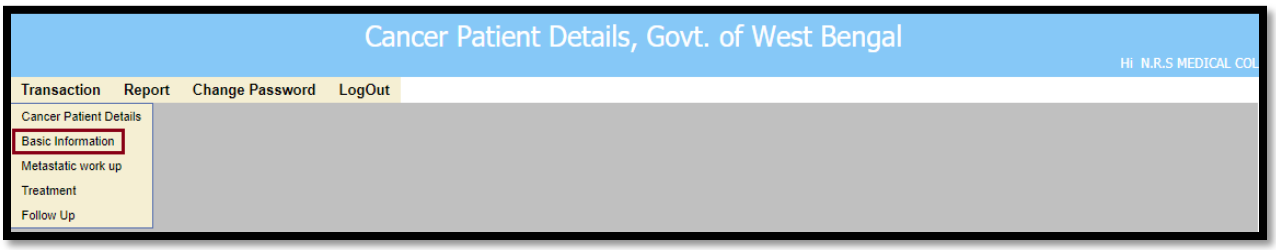



### 3.2.2 Detailed Steps

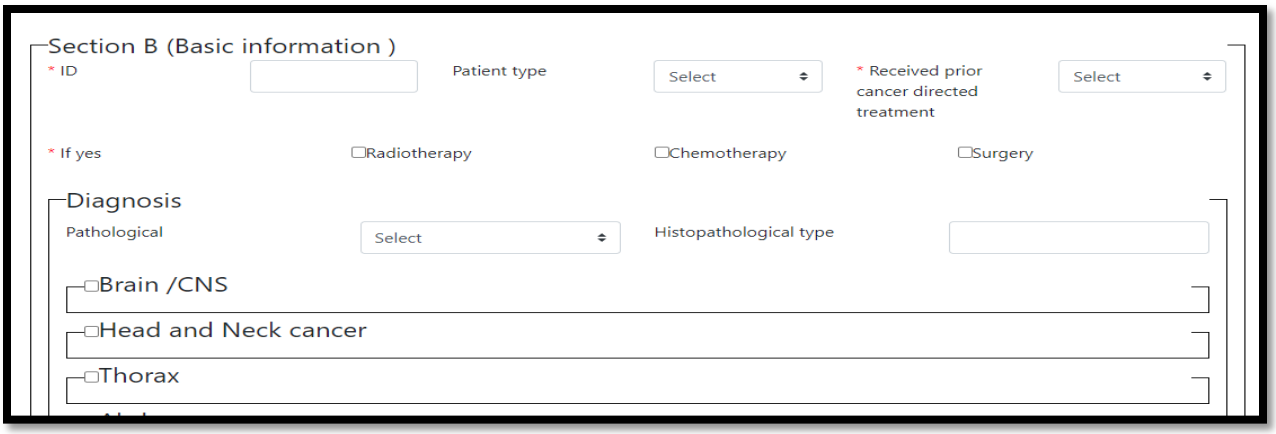
- User will click on 'Basic Information' from Transaction main menu.
- Clicking on 'Basic Information', User will be redirected to the 'Basic Information' page.
- User will first provide the patient ID and select patient type.
- After selecting patient type, User will choose 'Received prior cancer directed treatment', if User selects yes, then they have to choose the following: Radiotherapy, Chemotherapy and Surgery. Next User will select pathological type.
- Next User will choose the test criteria.
- User will choose the test name from the test criteria. Next user will select 'Performance status at presentation 'and press save button.
- Clicking on save button, a pop up will arises for its confirmation. User will click on ok button which saves the cancer patient basic details below.

### 3.2.3 Screenshot View

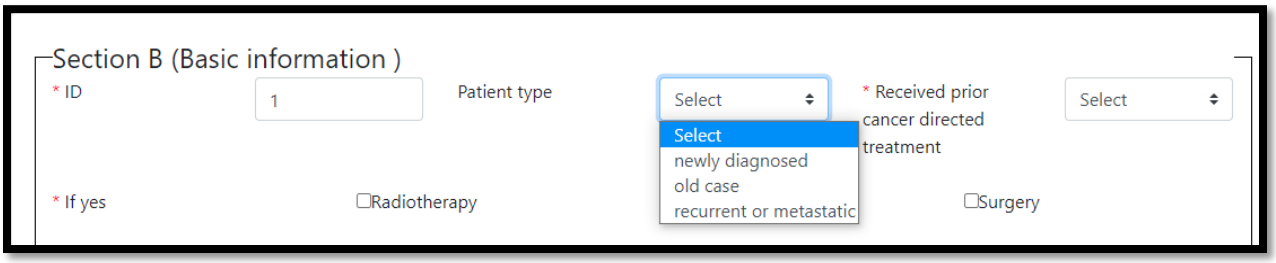
User will click on ‘Basic Information’ from Transaction main menu.



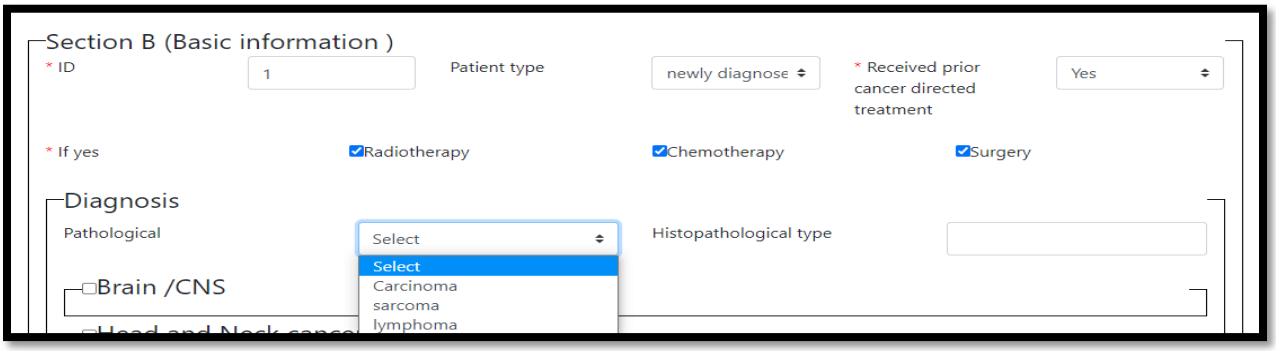

Clicking on ‘Basic Information’, User will be redirected to the ‘Basic Information’ page.



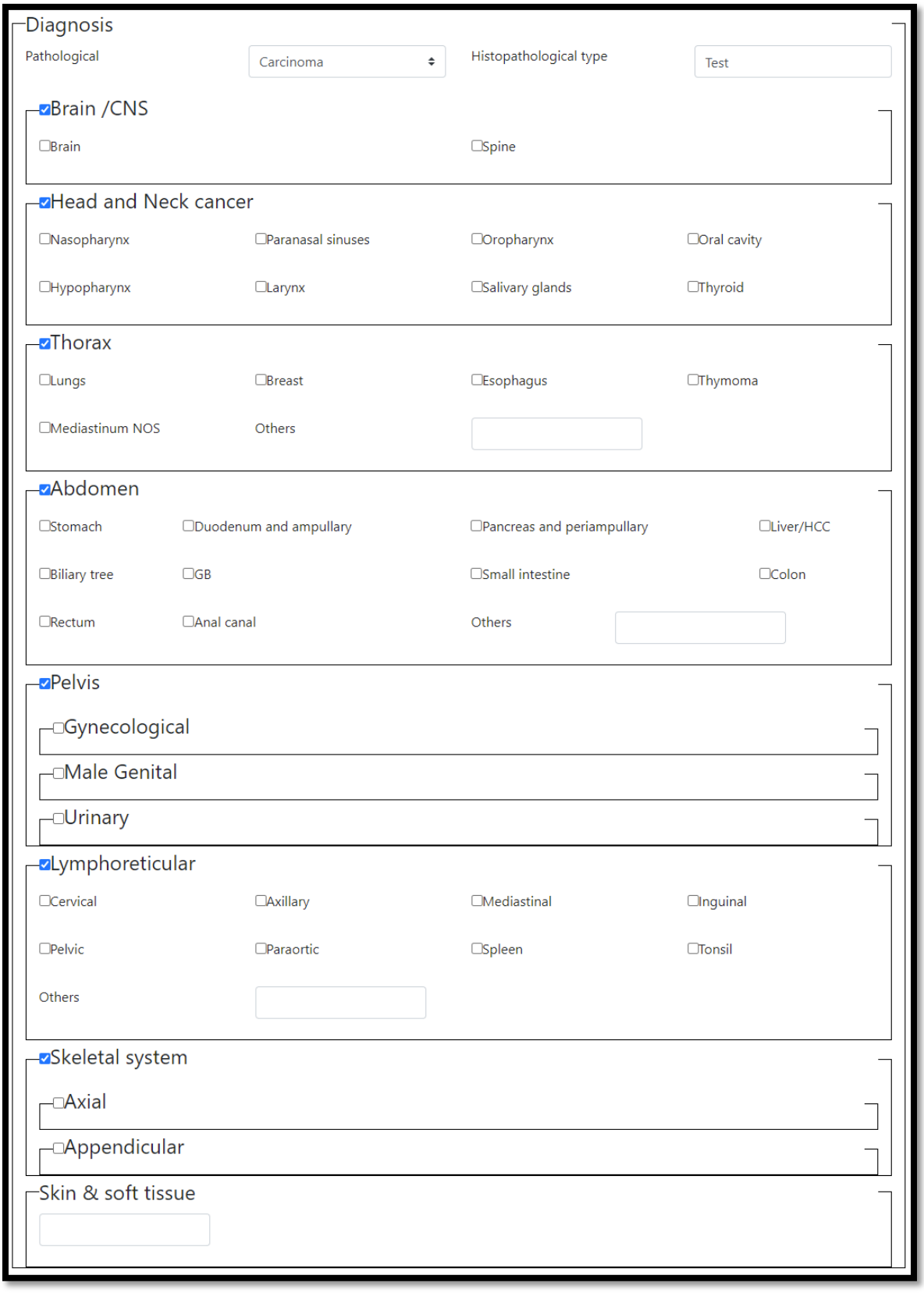

User will first provide the patient ID and select patient type.



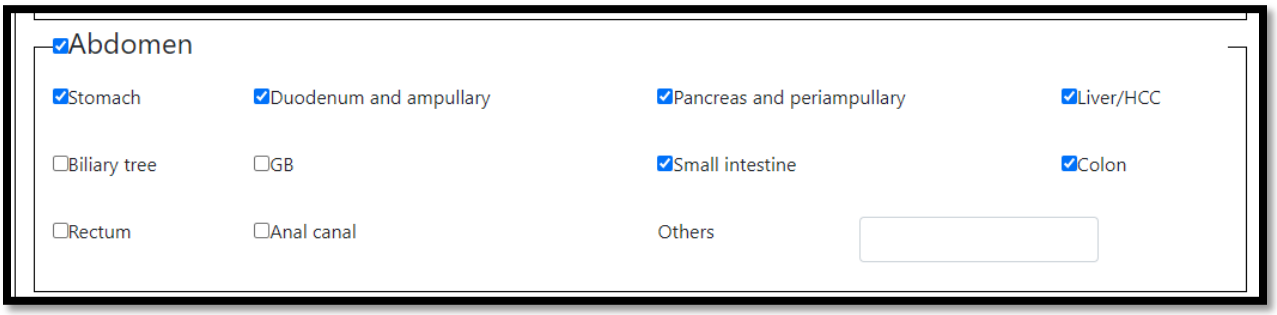

After selecting patient type, User will choose ‘Received prior cancer directed treatment’, if User selects yes, then they have to choose the following: Radiotherapy, Chemotherapy and Surgery. Next User will select pathological type.



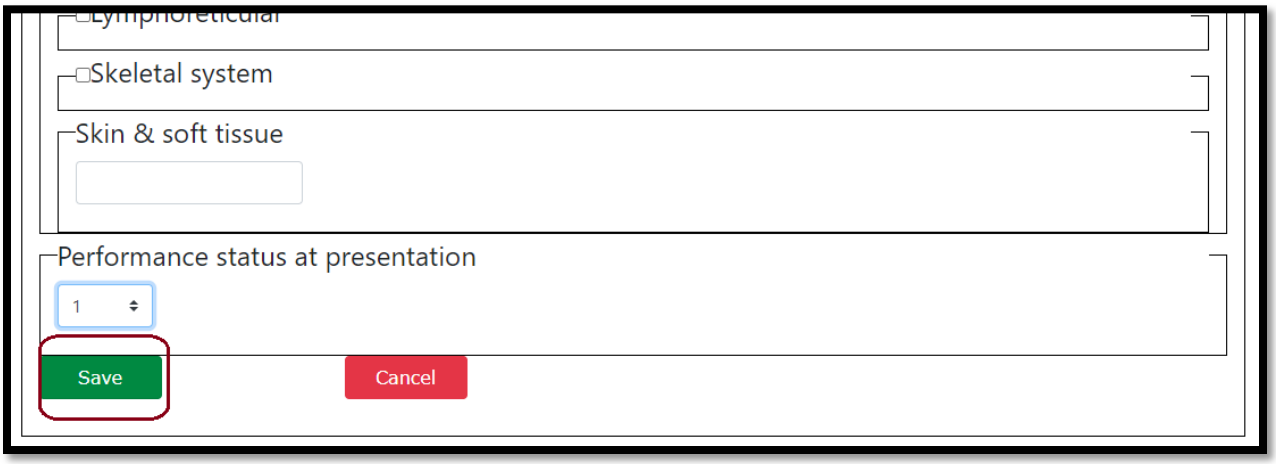
Next User will choose the test criteria.



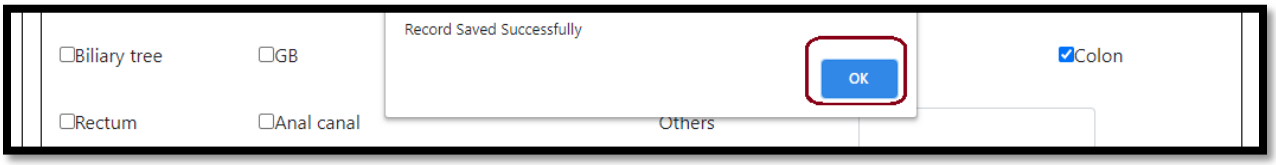
User will choose the test name from the test criteria.




Next user will select 'Performance status at presentation ' and press Save button.




Clicking on save button, a pop up will arises for its confirmation. User will click on ok button which saves the cancer patient basic details below.

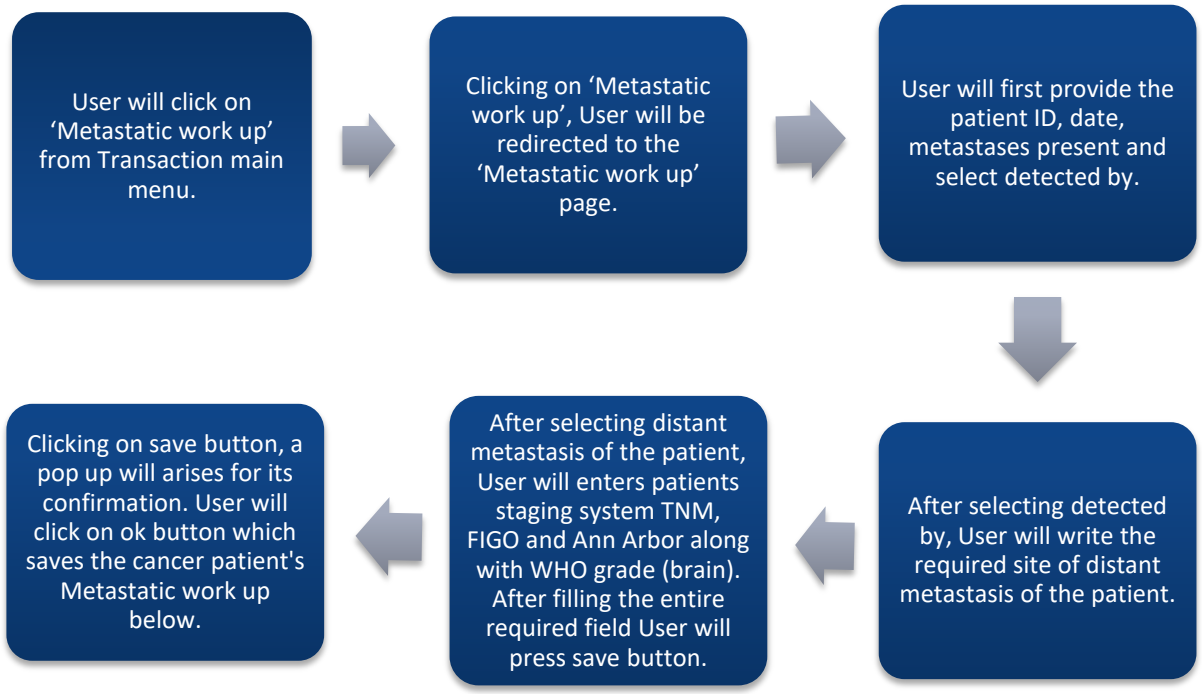



| Cancer PatientId | Received prior cancer directed treatment | Brain/CNS | Head and Neck cancer | Thorax | Abdomen | Pelvis | Lymphoreticular | Skeletalsystem |
|---|---|---|---|---|---|---|---|---|
| 1 | Yes | No | No | No | Yes | No | No | No |

## 3.3 Metastatic work up

This section User manual describes how User enters metastatic work up of the entered cancer patient. Detailed procedures are described in 3.2.3.

### 3.3.1 Process Flow

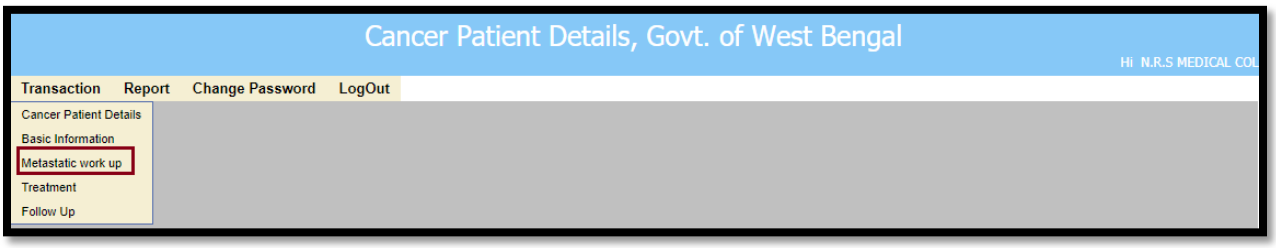



### 3.3.2 Detailed Steps

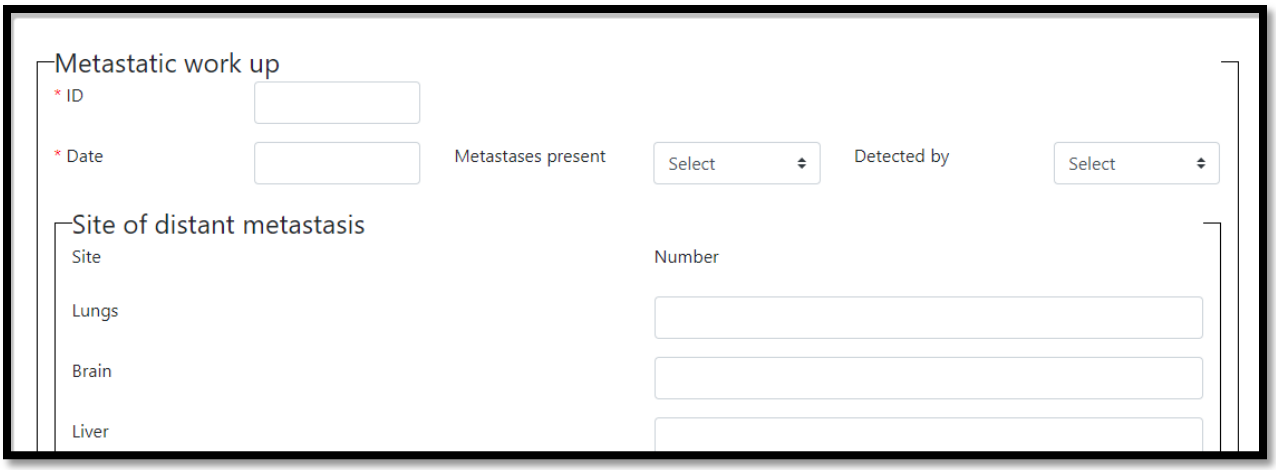
- User will click on 'Metastatic work up' from Transaction main menu.
- Clicking on 'Metastatic work up', User will be redirected to the 'Metastatic work up' page.
- User will first provide the patient ID, date, metastases present and select detected by.
- After selecting detected by, User will write the required site of distant metastasis of the patient.
- After selecting distant metastasis of the patient, User will enters patients staging system TNM, FIGO and Ann Arbor along with WHO grade (brain). After filling the entire required field User will press save button.
- Clicking on save button, a pop up will arises for its confirmation. User will click on ok button which saves the cancer patient's Metastatic work up below.

### 3.3.3 Screenshot View

User will click on ‘Metastatic work up’ from Transaction main menu.

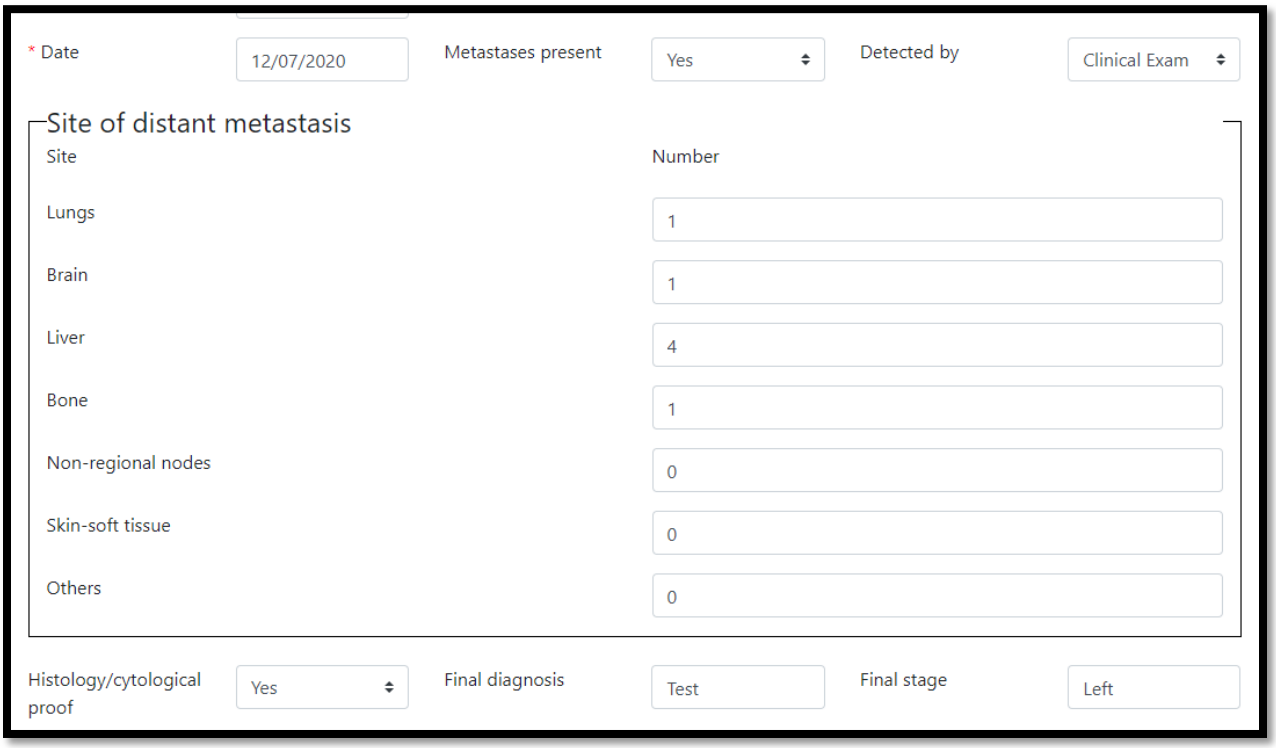



Clicking on ‘Metastatic work up’, User will be redirected to the ‘Metastatic work up’ page.

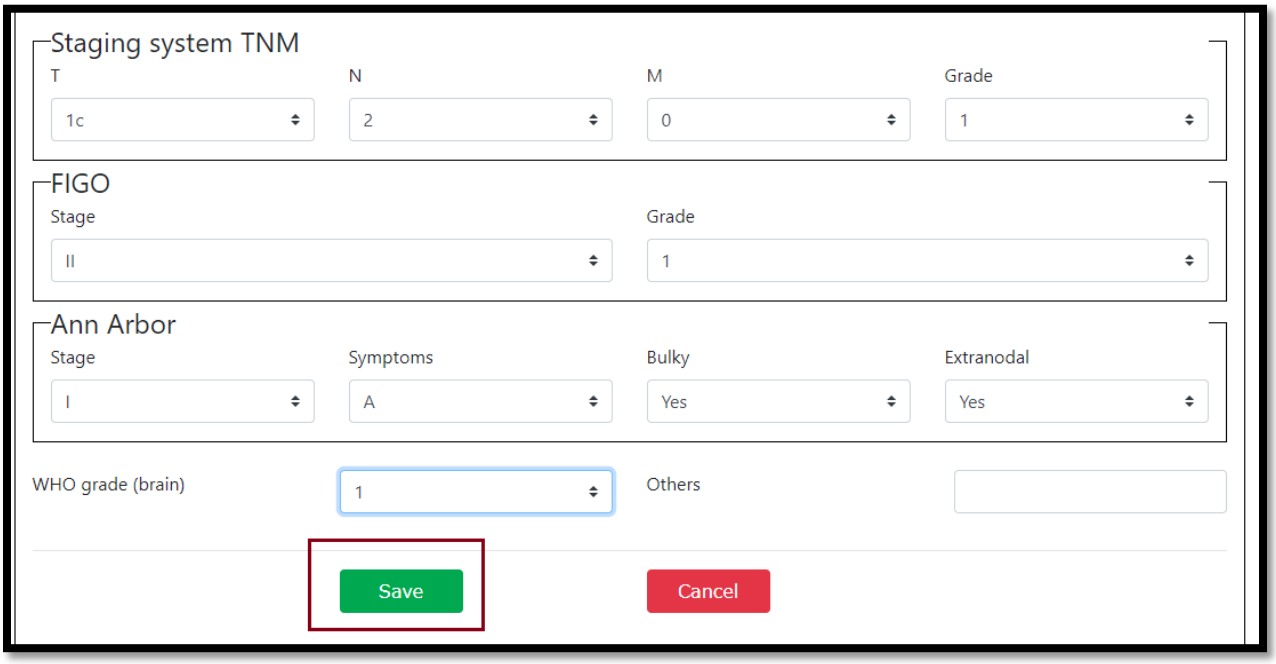



User will first provide the patient ID, date, metastases present and select detected by.

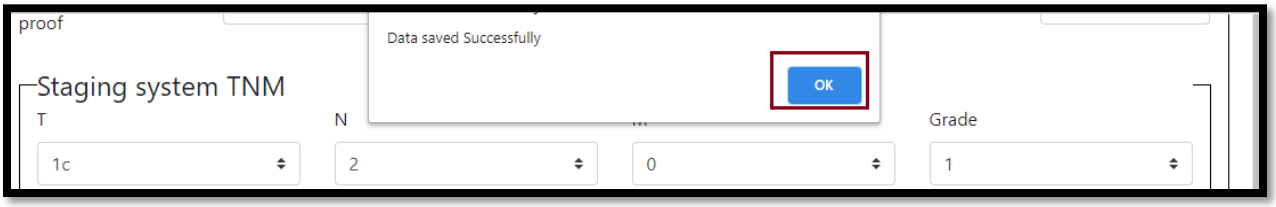
After selecting detected by, User will write the required site of distant metastasis of the patient.




After selecting distant metastasis of the patient, User will enters patients staging system TNM, FIGO and Ann Arbor along with WHO grade (brain). After filling the entire required field User will press save button.



Clicking on save button, a pop up will arises for its confirmation. User will click on ok button which saves the cancer patient's Metastatic work up below



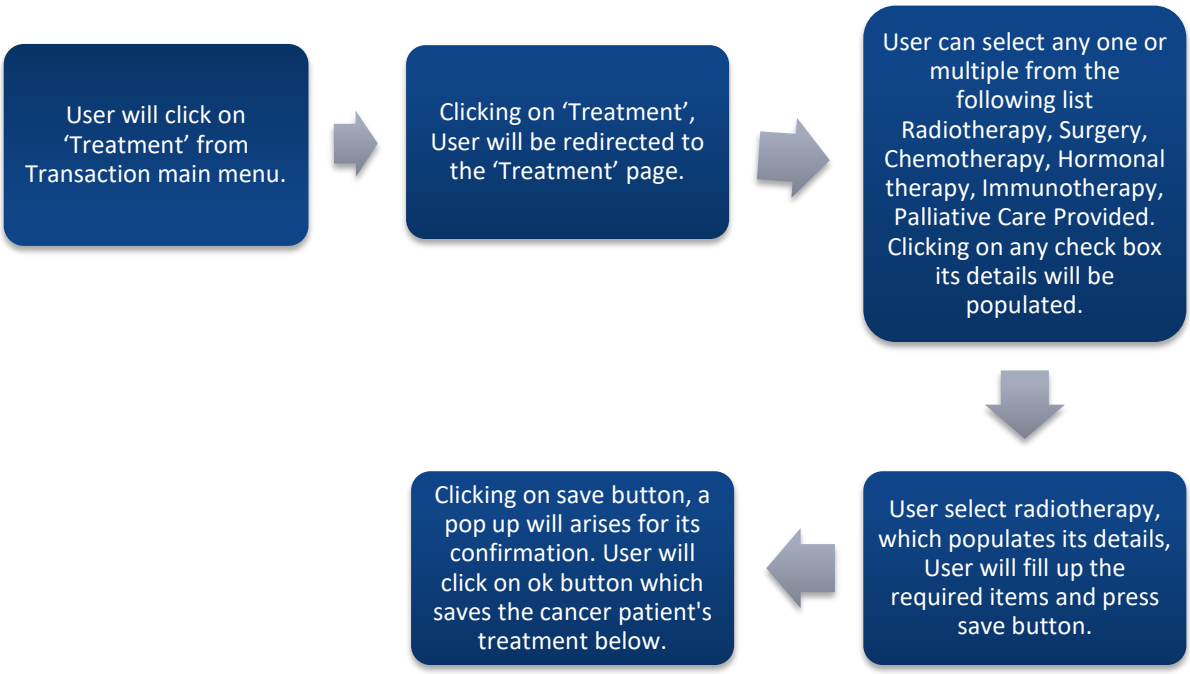

| Cancer PatientId | Name | Date | Metastases Present | Detected By | Lungs | Brain | Liver | Bone | Non-Regional Nodes | Skin Soft Tissue | Others Site | Histology/Cytological Proof | Final Diagnosis | Final Stage | Staging System T | Staging System N | S S M |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Abani Das | 07/12/2020 | Yes | Clinical Exam | 1 | 1 | 4 | 1 | 0 | 0 | 0 | Yes | Test | Left | 1c | 2 | 0 |

| ne | Non-Regional Nodes | Skin Soft Tissue | Others Site | Histology/Cytological Proof | Final Diagnosis | Final Stage | Staging System T | Staging System N | Staging System M | FIGO Stage | FIGO Grade | Ann Stage | Ann Symptoms | Ann Bulky | Ann Extranodal | WHO grade | Other |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 0 | 0 | 0 | Yes | Test | Left | 1c | 2 | 0 | II | 1 | I | A | Yes | Yes | 1 | |

## 3.4 Treatment

This section User manual describes how User enters treatment of the entered cancer patient. Detailed procedures are described in 3.4.2.

### 3.4.1 Process Flow

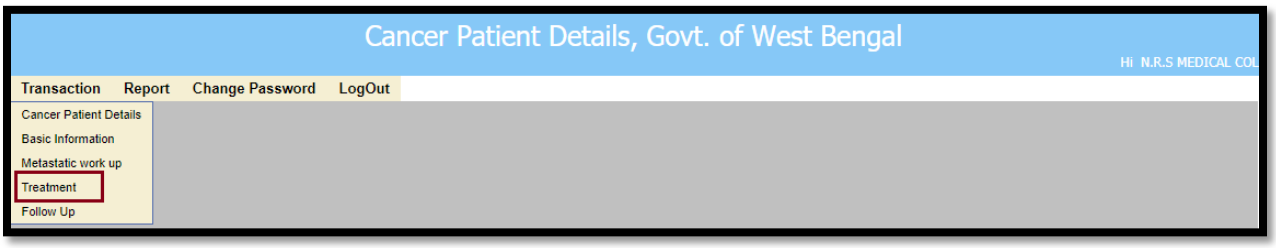



### 3.4.2 Detailed Steps

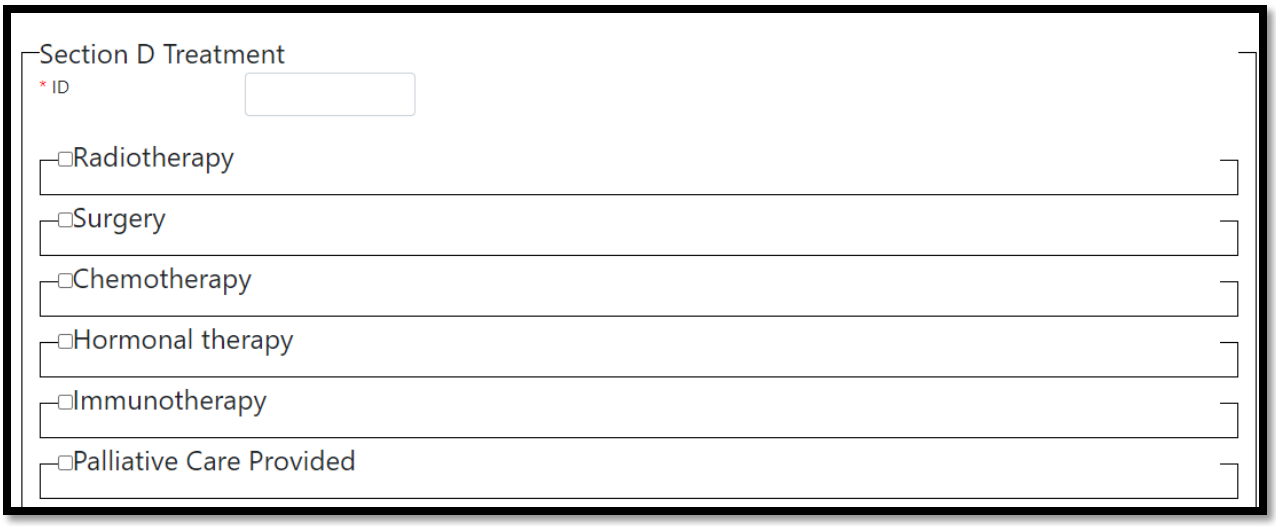
- User will click on 'Treatment' from Transaction main menu.
- Clicking on 'Treatment', User will be redirected to the 'Treatment' page.
- User can select any one or multiple from the following list Radiotherapy, Surgery, Chemotherapy, Hormonal therapy, Immunotherapy, Palliative Care Provided. Clicking on any check box its details will be populated.
- User select radiotherapy, which populates its details, User will fill up the required items and press save button.
- Clicking on save button, a pop up will arises for its confirmation. User will click on ok button which saves the cancer patient's treatment below.

### 3.4.3 Screenshot View

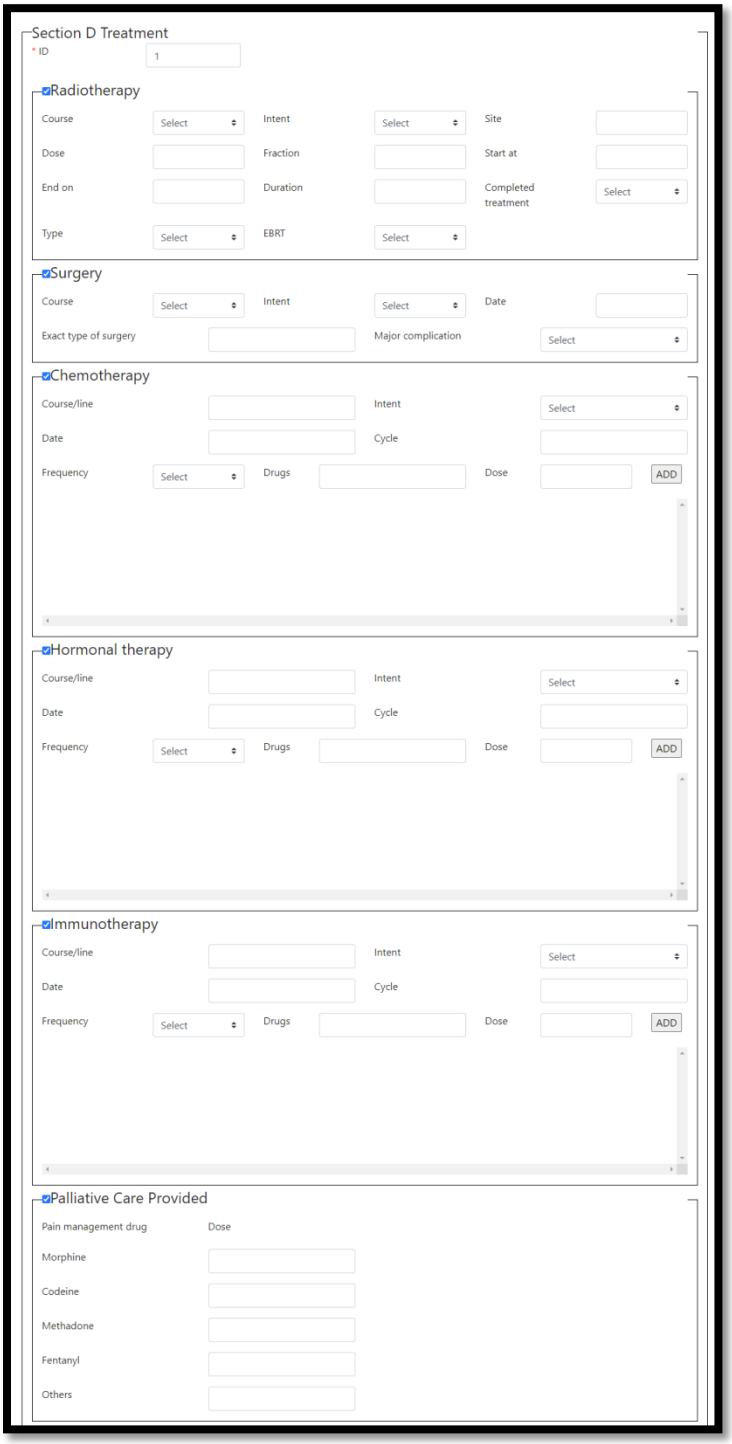
User will click on ‘Treatment’ from Transaction main menu.



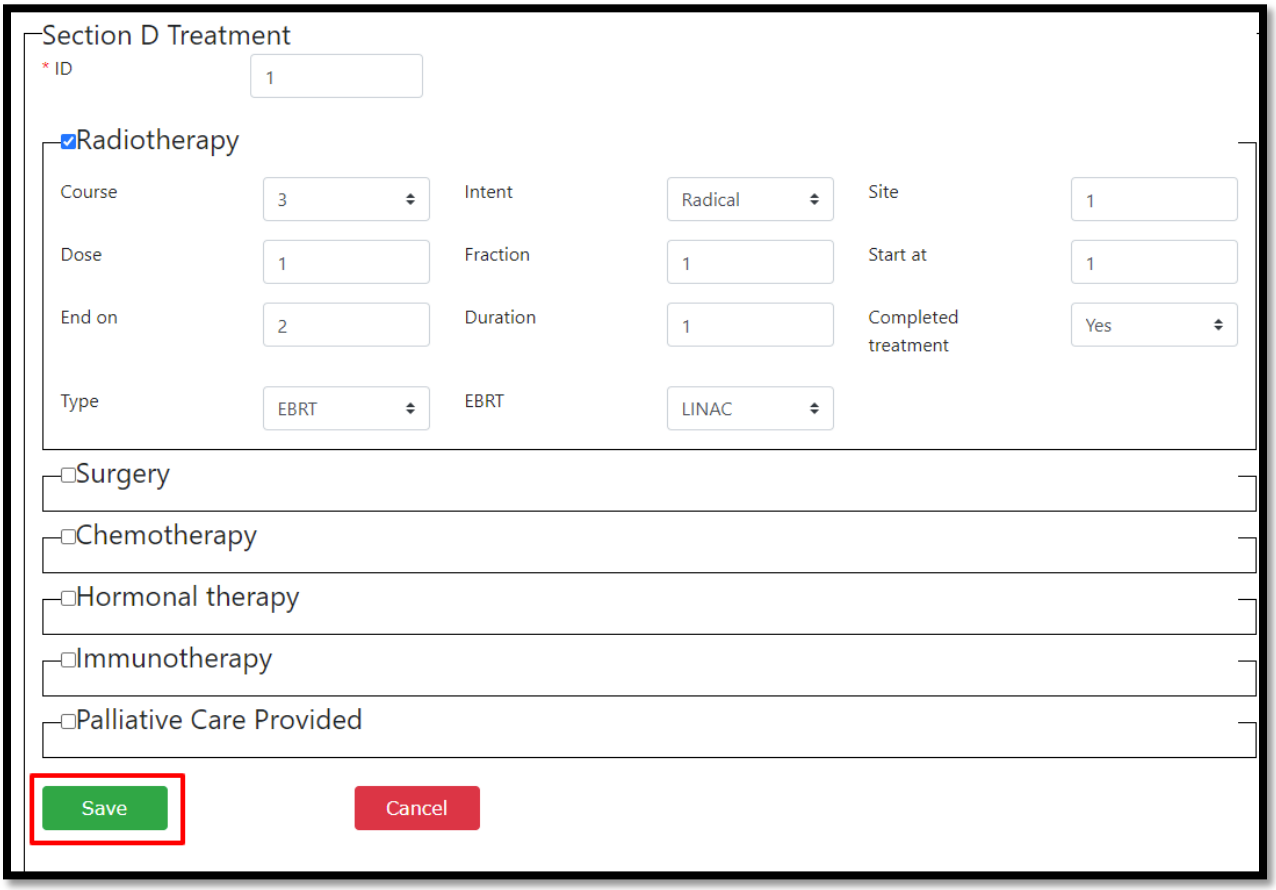

Clicking on ‘Treatment’, User will be redirected to the ‘Treatment’ page.



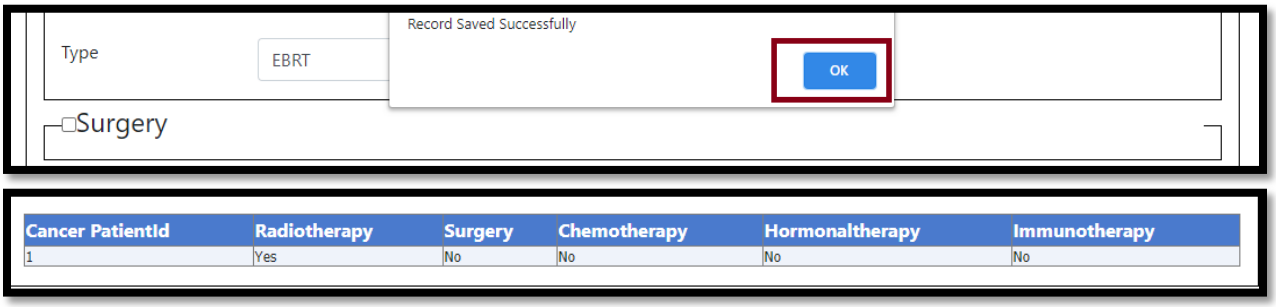
User can select any one or multiple from the following list Radiotherapy, Surgery, Chemotherapy, Hormonal therapy, Immunotherapy, Palliative Care Provided. Clicking on any check box its details will be populated.



User select radiotherapy, which populates its details, User will fill up the required items and press save button.




Clicking on save button, a pop up will arises for its confirmation. User will click on ok button which saves the cancer patient's treatment below.

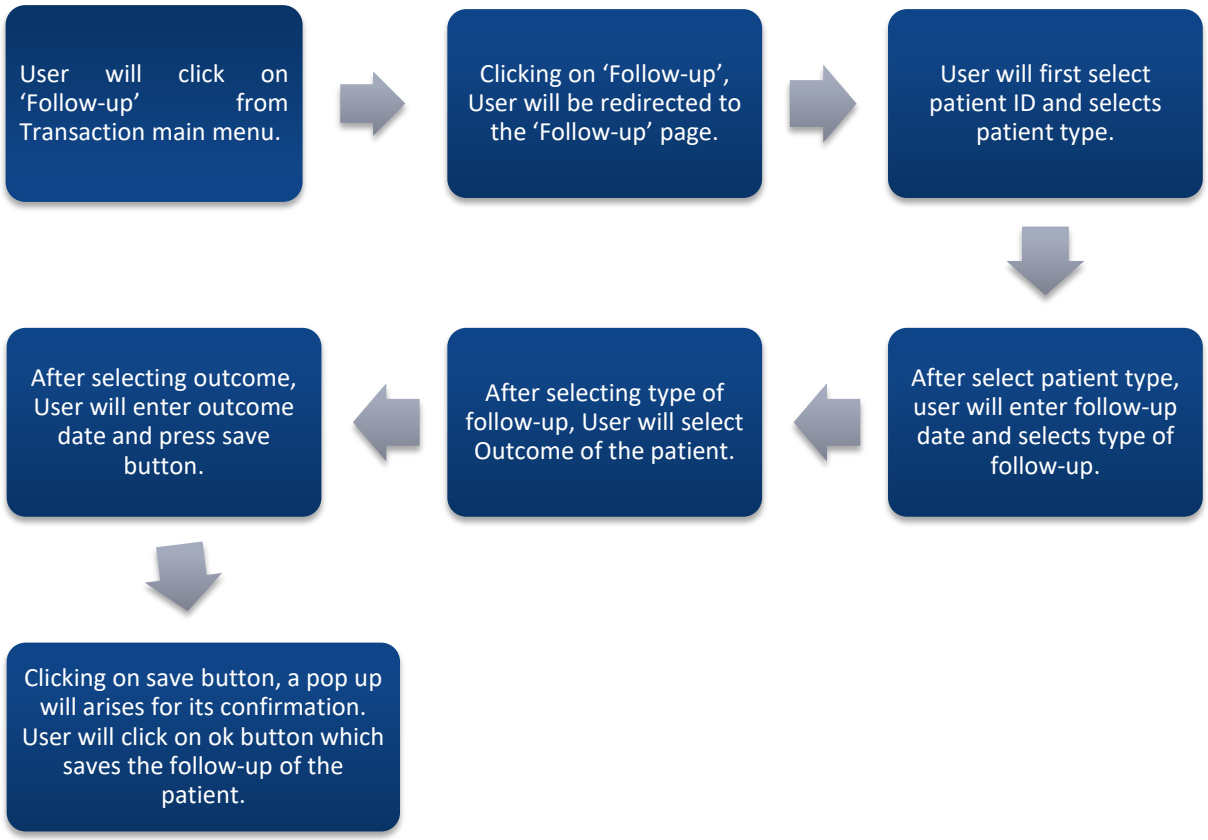



| Cancer PatientId | Radiotherapy | Surgery | Chemotherapy | Hormonaltherapy | Immunotherapy |
|---|---|---|---|---|---|
| 1 | Yes | No | No | No | No |

## 3.5 Follow Up

This section User manual describes how User enters follow up of the entered cancer patient. Detailed procedures are described in 3.4.2.

### 3.5.1 Process Flow

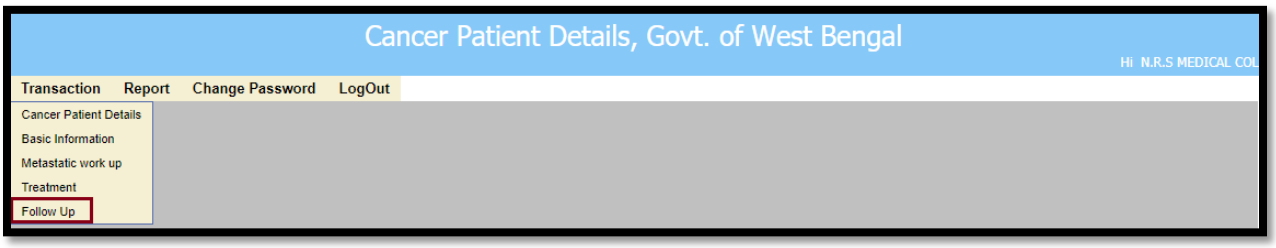



### 3.5.2 Detailed Steps

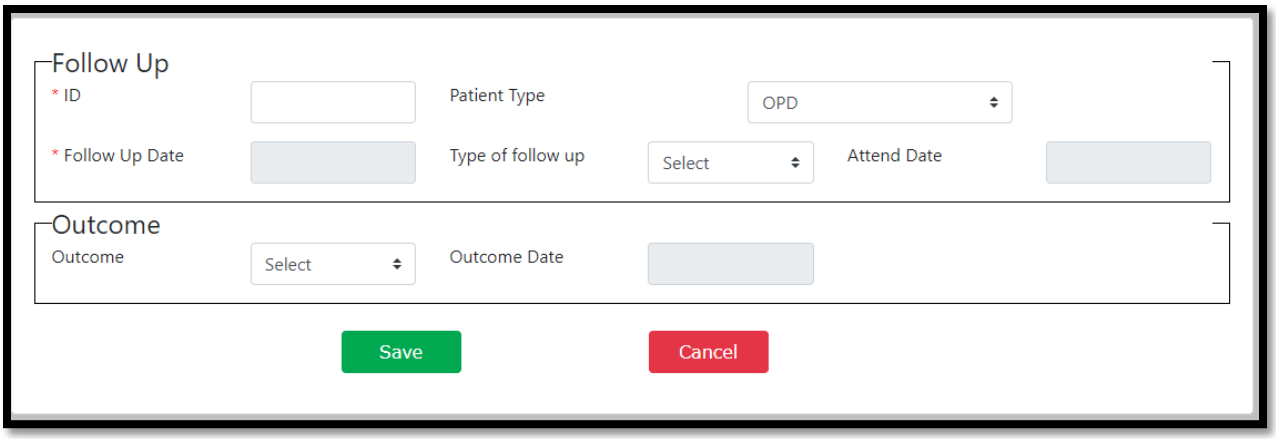
- User will click on 'Follow-up' from Transaction main menu.
- Clicking on 'Follow-up', User will be redirected to the 'Follow-up' page.
- User will first select patient ID and selects patient type.
- After select patient type, user will enter follow-up date and selects type of follow-up.
- After selecting type of follow-up, User will select Outcome of the patient.
- After selecting outcome, User will enter outcome date and press save button.
- Clicking on save button, a pop up will arises for its confirmation. User will click on ok button which saves the follow-up of the patient.

### 3.5.3 Screenshot View

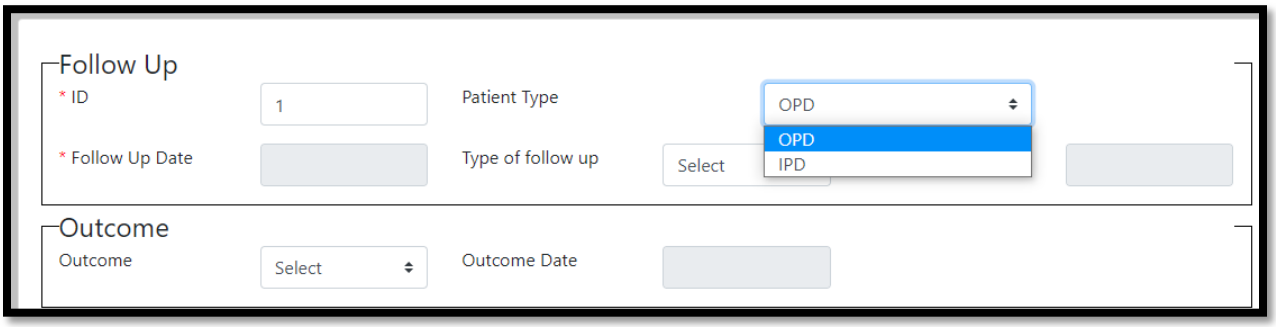
User will click on 'Follow-up' from Transaction main menu.



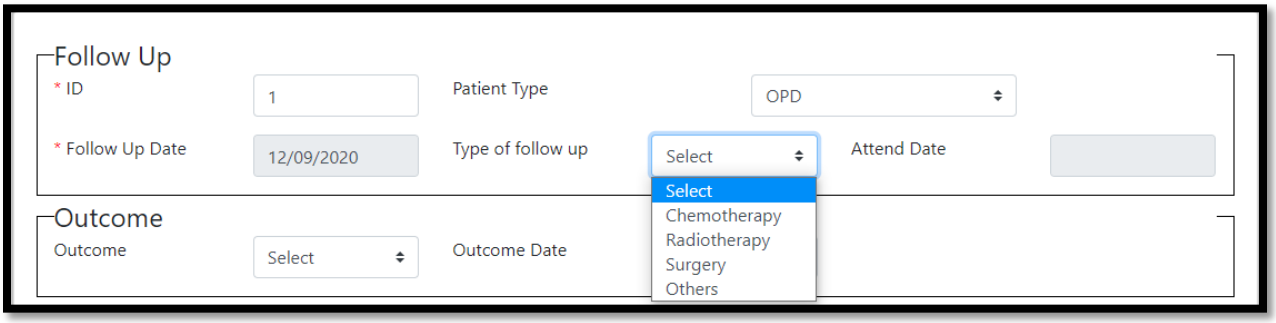

Clicking on 'Follow-up', User will be redirected to the 'Follow-up' page.



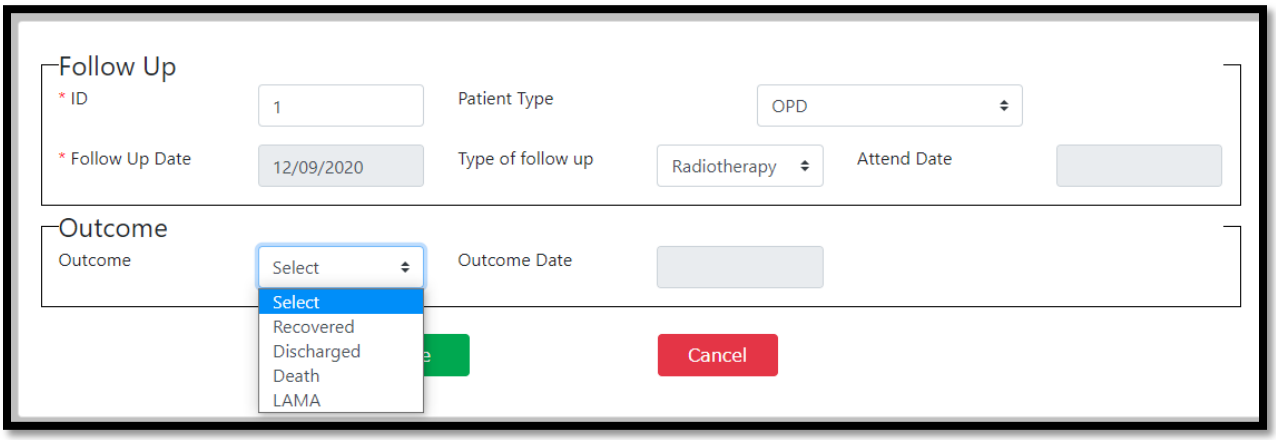

User will first select patient ID and selects patient type.



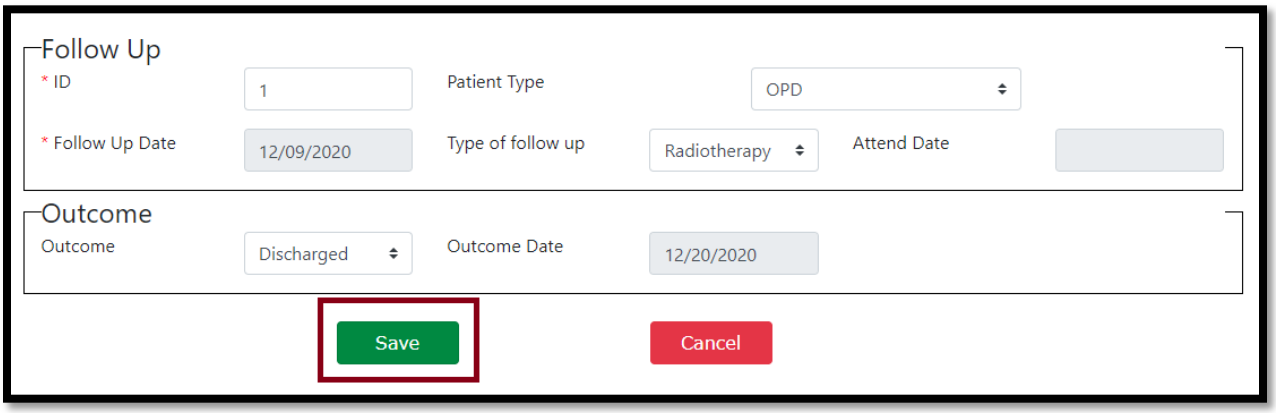

After select patient type, user will enter follow-up date and selects type of follow-up.



After selecting type of follow-up, User will select Outcome of the patient.




After selecting outcome, User will enter outcome date and press save button.

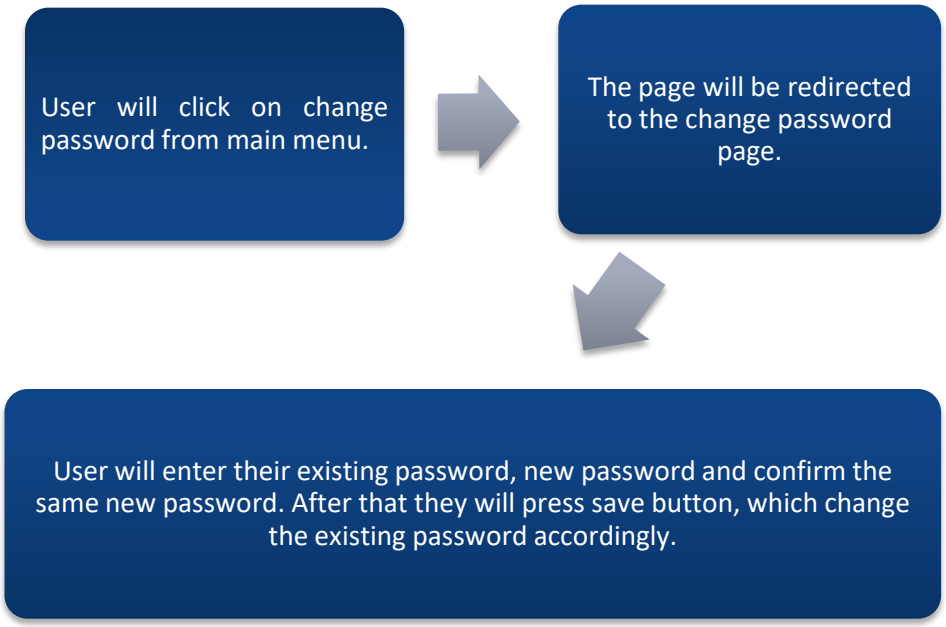



Clicking on save button, a pop up will arises for its confirmation. User will click on ok button which saves the follow-up of the patient

# 4. Change Password

This section of User Manual shows how a user changes their existing password. Detailed information is elaborated in 4.2.

## 4.1 Process Flow

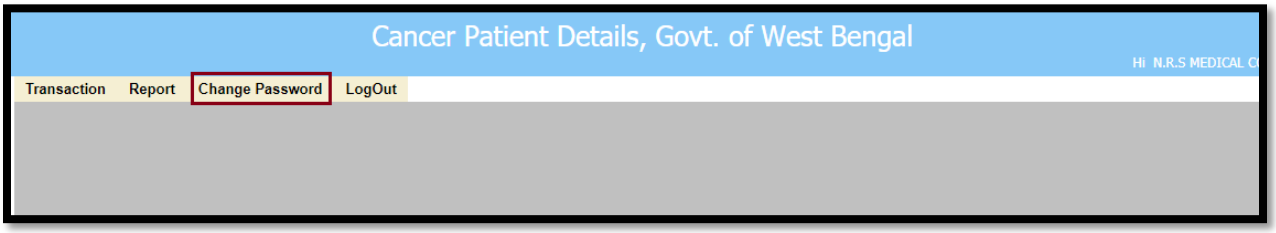



## 4.2 Detailed Steps

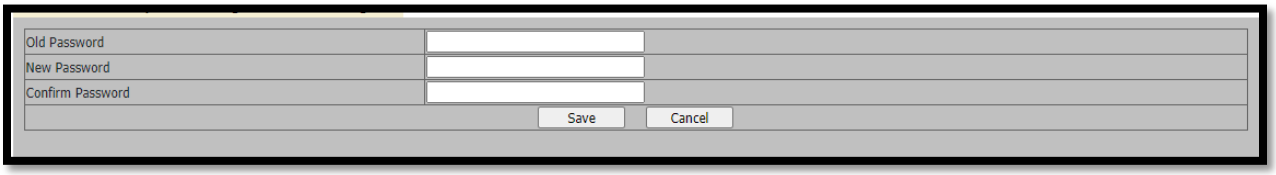
- User will click on change password from main menu.
- The page will be redirected to the change password page.
- User will enter their existing password, new password and confirm the same new password. After that they will press save button, which change the existing password accordingly..

## 4.3 Screenshot View

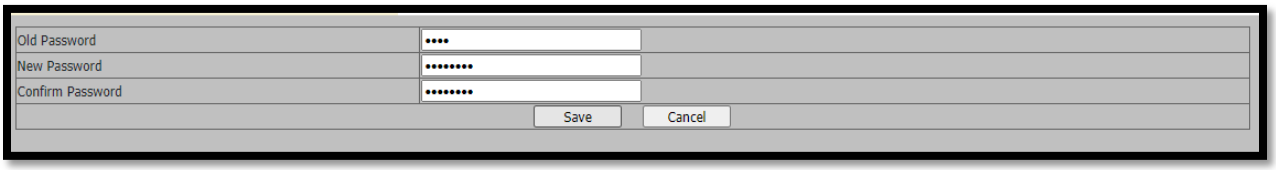
User will click on change password from main menu.




The page will be redirected to the change password page.



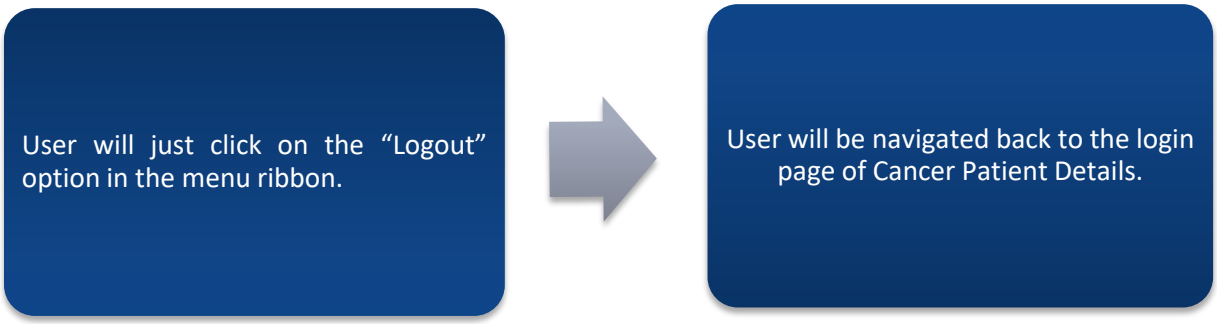

User will enter their existing password, new password and confirm the same new password. After that they will press save button, which change the existing password accordingly.



# 5. Logout

The User will be able to logout from any screen he/she is viewing. The User will just click on the 'Logout' button which will navigate User back to the login page.

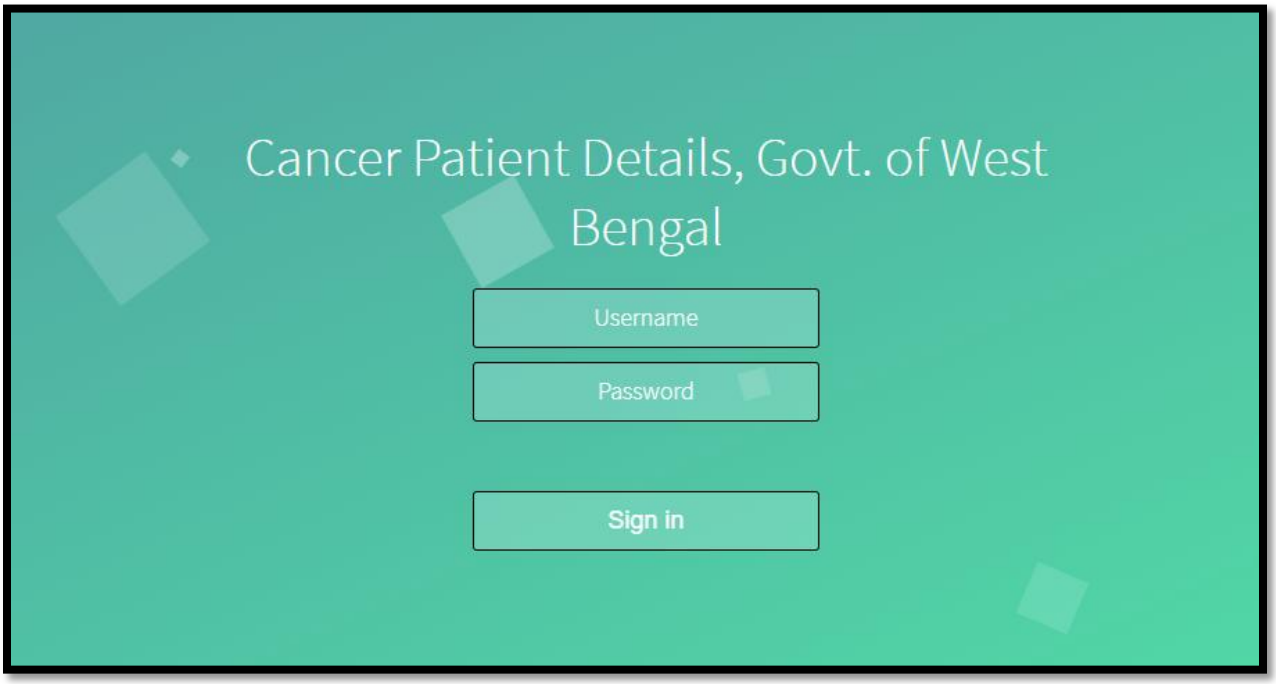
## 5.1 Process Flow




## 5.2 Detailed Steps

- User will just click on the "Logout" option in the menu ribbon.
- User will be navigated back to the login page of Cancer Patient Details.

## 5.3 Screenshot View

User will just click on the “Logout” option in the menu ribbon.

User will be navigated back to the login page of Cancer Patient Details.