

PRISM Release Candidate

PRISM User Guide – 12/10/2020

(See next page for a linked table of content)

Introduction

This guide is a reference for clinic staff using Patient Register Information system (PRISM). It is useful for new staff learning how to use PRISM and to assist staff that are more experienced by providing troubleshooting tips.

PRISM is an updated electronic submission system for register data. It replaces the EDI system previously used by clinics.

- Providing a more reliable, speedier electronic system with built-in guidance for easier data entry.
- Enhanced validation rules at data entry so any issues will be flagged immediately making resolution easier.
- Improved reporting facilities so that clinics can see the submitted data in many ways.

All PRISM users will have different user types with different access rights.

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Logging On

PRISM users will be provided with the web link and log in details. Logging in will take users to the home page.

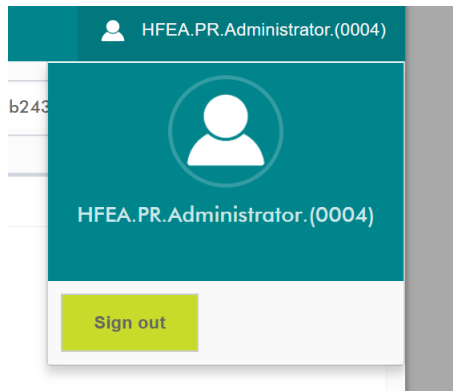


Using the URL sent to you, you will be presented with a login page, kindly enter the login details send to you via email to assess the system.



Logging Off

In line with data protection and security risks, it is a user responsibility to lock their machine if they will be away from there machine. To Log off click on your profile icon and click the sign off icon.



Registration

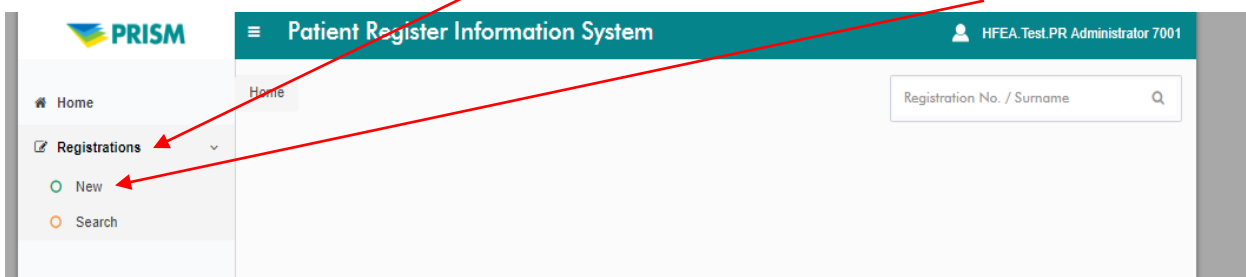
Overview

The registration page is where you will be able to create and add a new registration type (patient, egg donor, sperm donor, intended mother, intended father, surrogate, mitochondrial only donor, PNT only, patient & egg/donor sharer, partner and sperm donor, partner and egg donor).

A participant must be registered at your clinic and given a unique registration number before cycle information can be added for them.

Adding a new Registration

On the home page click “registrations” and select the “new” radio button.



Selecting Registration Type

The screenshot shows the 'New Registration' form in the PRISM system. The 'Registration Type' dropdown menu is open, showing a list of options: 'Please select', 'Patient', 'Egg Donor', 'Sperm Donor', 'Intended Mother', 'Intended Father', 'Surrogate', 'Mitochondrial only donor', 'PNT only sperm donor', and 'Patient & Egg Donor/Sharer'. A red arrow points to the dropdown menu. To the right, there are input fields for 'Registration Number', 'Surname', and 'Gender'. At the bottom right, there are 'Cancel' and 'Save & Continue' buttons. A second red arrow points to the 'Save & Continue' button.

To create a new registration record, select the “registration type” from the drop-down list as shown above and follow the prompts on screen to complete the registration for the desired participant.

To save the record click “save and continue” or “cancel” if you do not wish to create and save the record. If the data is saved, you will be directed to the cycle owner overview page (as shown below)

The screenshot shows the 'Overview' page in the PRISM system. The page displays details for the Cycle Owner and Partner. A red arrow points to the 'Overview' header.

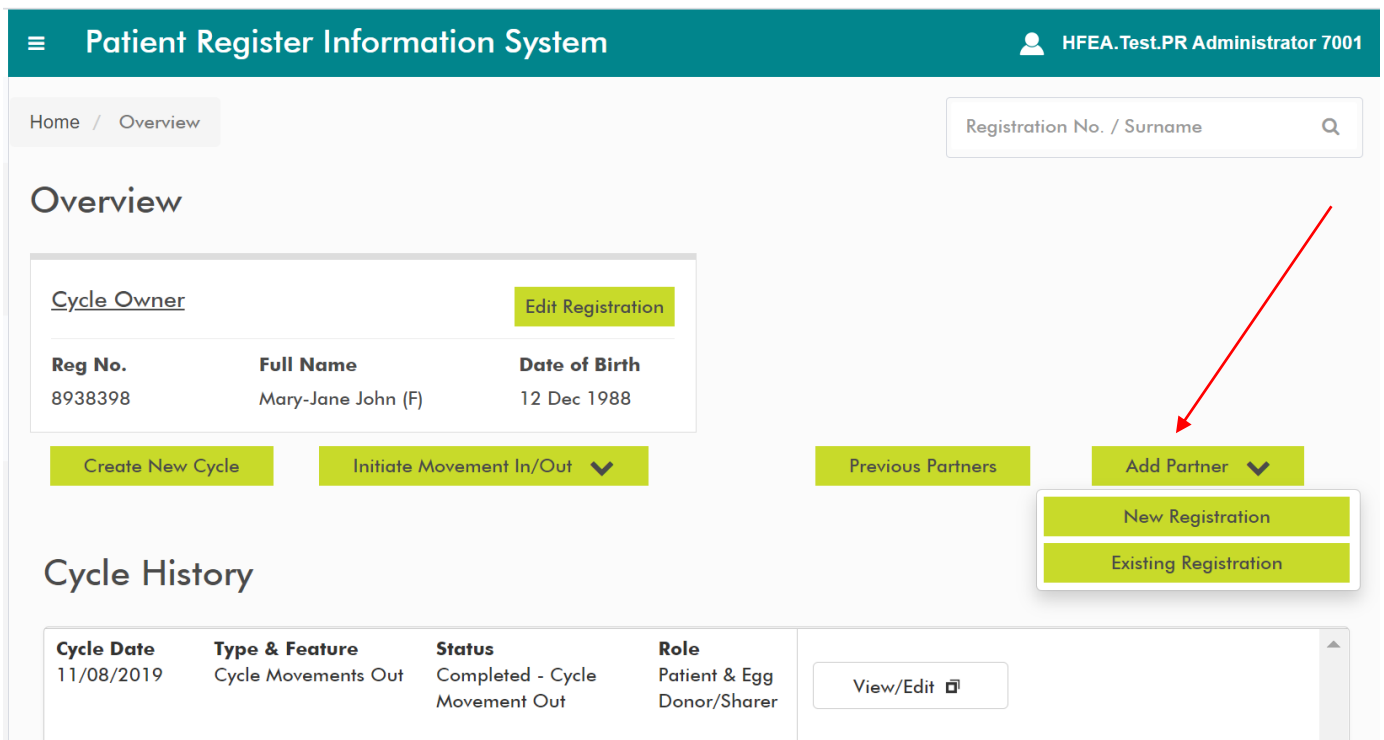
Cycle Owner			Partner		
Reg No.	Full Name	Date of Birth	Reg No.	Full Name	Date of Birth
8938398	Mary-Jane John (F)	12 Dec 1988	8303802	Jon John (M)	09 Dec 1987

Buttons at the bottom: Create New Cycle, Initiate Movement In/Out, Unlink Partner.

Adding a new partner or existing partner registration

A new registration is someone that has never been registered and an existing registration is someone that has already been registered and was previously linked to a participant.

To add a new partner registration, click on “new registration” you will be directed to a blank partner registration screen, input the data new partner, follow the registration steps, and save.



The screenshot displays the 'Patient Register Information System' interface. At the top, there is a teal header with a menu icon, the system name, and the user 'HFEA.Test.PR Administrator 7001'. Below the header, a breadcrumb trail shows 'Home / Overview' and a search bar for 'Registration No. / Surname'. The main content area is titled 'Overview' and features a 'Cycle Owner' section with a table of registration details and an 'Edit Registration' button. Below this are buttons for 'Create New Cycle', 'Initiate Movement In/Out', 'Previous Partners', and 'Add Partner'. The 'Add Partner' button is highlighted with a red arrow, and its dropdown menu is open, showing 'New Registration' and 'Existing Registration' options. Below the 'Add Partner' section is a 'Cycle History' table with columns for Cycle Date, Type & Feature, Status, and Role, and a 'View/Edit' button.

Reg No.	Full Name	Date of Birth
8938398	Mary-Jane John (F)	12 Dec 1988

Cycle Date	Type & Feature	Status	Role
11/08/2019	Cycle Movements Out	Completed - Cycle Movement Out	Patient & Egg Donor/Sharer

To choose an “existing partner”, click “existing registration” you would be directed to “search existing registration” page. Search the participant details using one of the registration criteria (registration number, surname or date of birth), enter the search details, you will be presented with a list of existing registrations, select the desired one, click “link partner” and save. (see below snip)

Reg No. 8938398	Full Name Mary-Jane John (F)	DoB 12 Dec 1988	<u>No current Linked Registration</u>
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Add Existing Registration

Search existing registrations

Reg Type	Forename	Surname	Date of Birth	Registration Number	Gender	
Patient	Happi	George	19/09/1984	7087307	Female	<input type="button" value="Link Partner"/>
Patient	Jenny	George	09/12/1990	09308038	Female	<input type="button" value="Link Partner"/>
Partner	Junior	George	09/03/1980	8398303803	Male	<input type="button" value="Link Partner"/>
Partner	John	George	09/09/1989	09373973	Male	<input type="button" value="Link Partner"/>

Overview

Cycle Owner

Reg No. 8938398	Full Name Mary-Jane John (F)	Date of Birth 12 Dec 1988
---------------------------	--	-------------------------------------

Cycle History

Cycle Date	Type & Feature	Status	Role	
11/08/2019	Cycle Movements Out	Completed - Cycle Movement Out	Patient & Egg Donor/Sharer	<input type="button" value="View/Edit"/>

View and edit a previous partner registration record

To view and edit a previous partner, click “unlink partner” button, then click the “previous partner” button, you will be presented with a list of the “previous partners”, that has been previously linked to the participant. Select the desired one and click the “edit” button, you will be directed to the partner registration page to update the information (follow the steps as in registration).

The screenshot shows the 'Patient Register Information System' interface. At the top, there is a teal header with a menu icon, the title 'Patient Register Information System', and the user 'HFEA.Test.PR Administrator 7001'. Below the header, there is a breadcrumb 'Home / Overview' and a search bar for 'Registration No. / Surname'. The main content area is titled 'Overview' and contains a 'Cycle Owner' card for 'Mary-Jane John (F)' with an 'Edit Registration' button. Below this are buttons for 'Create New Cycle' and 'Initiate Movement In/Out'. To the right are 'Previous Partners' and 'Add Partner' buttons. Below these is a 'Previous Partner' section with a table of partner records. The table has columns for 'Registration Number', 'Fullname', 'Date Of Birth', and 'Gender'. The first row shows '8303802', 'Jon John', '09/12/1987', and 'Male'. To the right of this row are 'Edit' and 'Re-Link' buttons. Red arrows point from the 'Edit Registration' button in the 'Cycle Owner' card to the 'Previous Partners' button, from the 'Previous Partners' button to the 'Add Partner' button, and from the 'Re-Link' button in the table to the text 'To relink an existing partner, click the “re-link” button.’

Registration Number	Fullname	Date Of Birth	Gender	
8303802	Jon John	09/12/1987	Male	Edit Re-Link

To relink an existing partner registration

To relink an existing partner, click the “re-link” button.

Editing a Registration Record

To edit a registration record, click, “edit registration” on the overview page, you will be directed to the full registration of the participant record to edit and save the record. (see diagram below)

☰ Patient Register Information System
HFEA.Test.PR Administrator 7001

Home / Overview
Registration No. / Surname

Overview

<u>Cycle Owner</u>			<u>Partner</u>		
Reg No.	Full Name	Date of Birth	Reg No.	Full Name	Date of Birth
8938398	Mary-Jane John (F)	12 Dec 1988	8303802	Jon John (M)	09 Dec 1987

Edit Registration
Edit Registration

Create New Cycle
Initiate Movement In/Out ▼
Unlink Partner

Delete a Registration Record

On the participant overview page click “edit registration”, you will be directed to the full registration page, from there click the “delete” button located at the bottom of the registration page, follow the prompts to continue.

☰ Patient Register Information System
HFEA.Test.PR Administrator 7001

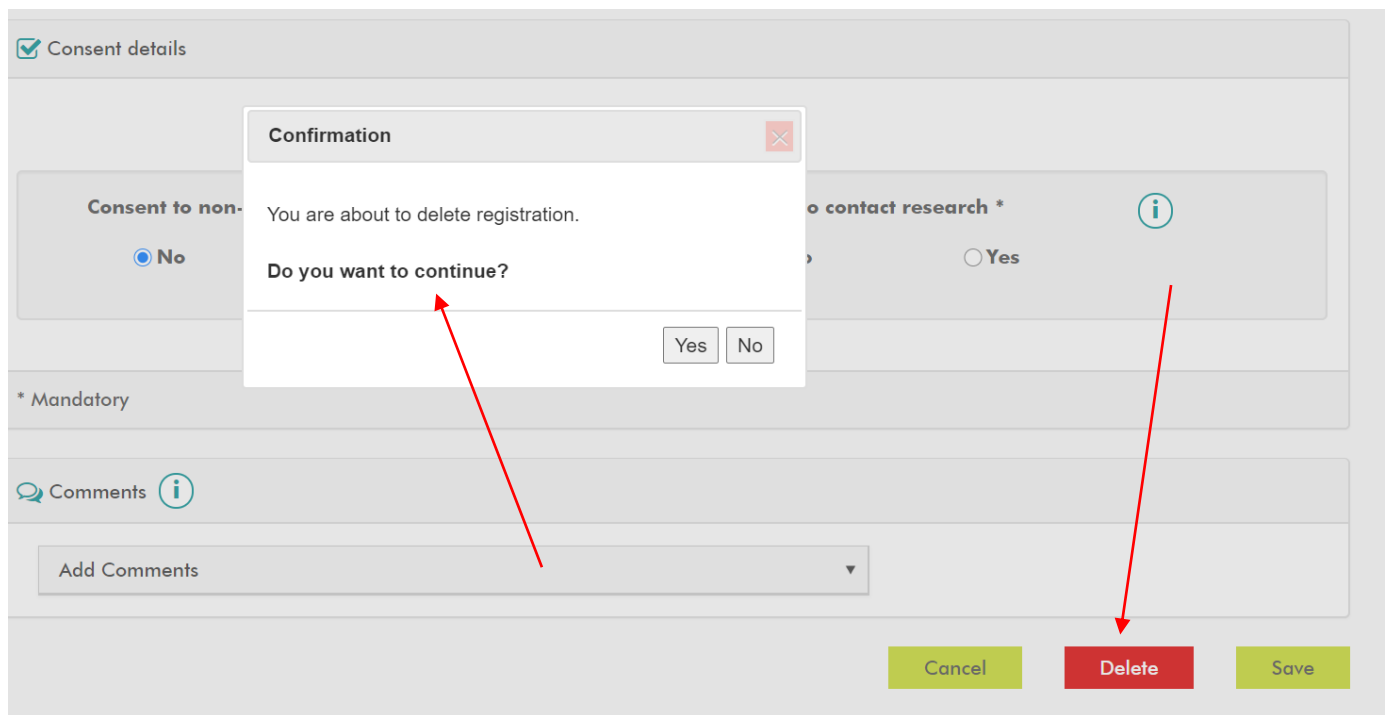
Home / Overview
Registration No. / Surname

Overview

<u>Cycle Owner</u>			<u>Partner</u>		
Reg No.	Full Name	Date of Birth	Reg No.	Full Name	Date of Birth
8938398	Mary-Jane John (F)	12 Dec 1988	8303802	Jon John (M)	09 Dec 1987

Edit Registration
Edit Registration

Create New Cycle
Initiate Movement In/Out ▼
Unlink Partner



When you click delete a pop-up confirmation message would appear on screen, click “yes” to continue the deletion process or “no” to abandon it.

Please note you cannot delete a registration record with saved treatment records.

For further information on the data fields required refer to the data dictionary provided ([HFEA Data Dictionary](#)) or email prism@hfea.gov.uk.

Delete Partner Registration

To delete a partner registration, you will need to un-link the partner from the participant (refer to unlinking partner) before you can proceed.

After you have unlinked the partner, you will need to search the partner using one of the search criteria's (DoB, surname, or registration number), select and click on the desired partner record, you will now be directed to the overview page of the former partner, click "edit registration" and "delete".

Home / Search

Mills

Search existing registrations

Registration Number Surname Date of Birth

DD/MM/YYYY

Search

Forename	Surname	Date of Birth	Reg Number	Gender	Cycle Role
Johny	Mills	09/12/1998	6393701	Male	partner

1 - 1 of 1 items

20 items per page

Registration Search

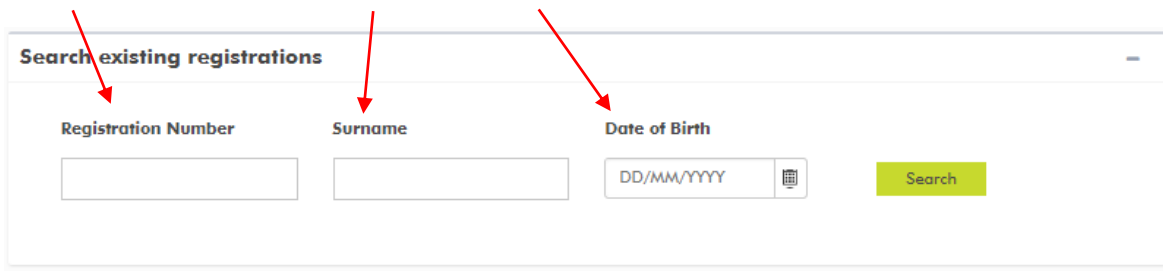
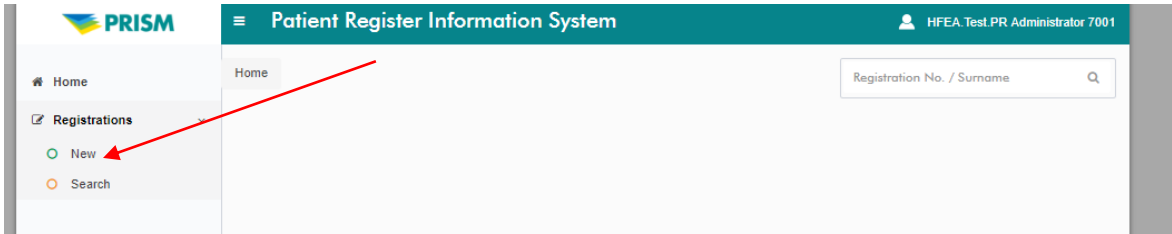
Overview

The search function allows you to search the register for records using a participant surname, registration number or date of birth.

- You will need to input the search criteria exactly to match the data in the register you would like to retrieve.
- You will be able to search using the quick search field or advanced search field.

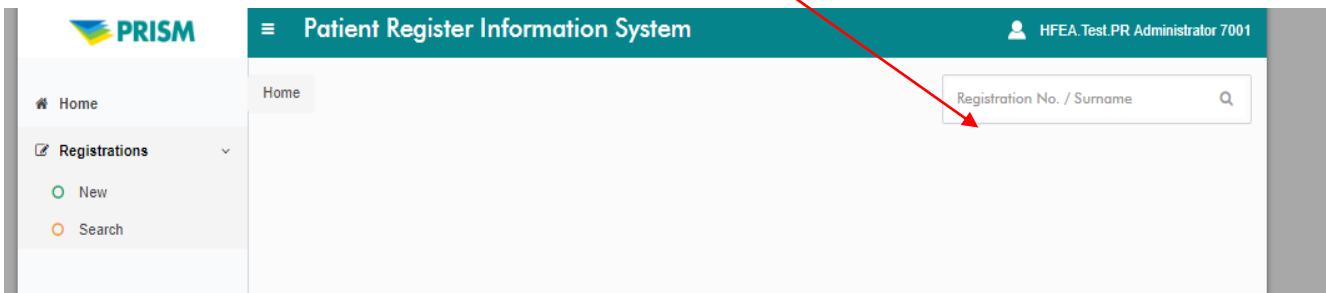
Main Search

On the home page click “Registration” and select the “Search” button, it would take you the advanced search field, from there search using the registration number, surname or date of birth.



Quick Search

This is the search window on the top right-hand corner, you will be able to do a quick search by registration number or surname only.



The result grid will be populated with a list of “cycle roles” that the participant has either owned or participated in, click on the desired registration record and you will be directed to the overview page of participant.

Patient Register Information System HFEA.Test.PR Administrator 7001

Home / Search Phillip

Search existing registrations

Registration Number: Surname: Date of Birth:

Forename	Surname	Date of Birth	Reg Number	Gender	Cycle Role
Janelle	Phillip	10/09/1990	606303	Female	patient/egg donor

Overview Page

The overview page shows summary of the participant treatment record, linked partner, create new cycle, initiate movement in/out, unlink partner, edit registration, view and edit previous treatment cycles.

Patient Register Information System HFEA.Test.PR Administrator 7001

Home / Overview Registration No. / Surname

Overview

Cycle Owner			Partner		
Reg No.	Full Name	Date of Birth	Reg No.	Full Name	Date of Birth
8938398	Mary-Jane John (F)	12 Dec 1988	8303802	Jon John (M)	09 Dec 1987

Cycle History

Cycle Date	Type & Feature	Status	Role	
11/08/2019	Cycle Movements Out	Completed - Cycle Movement Out	Patient & Egg Donor/Sharer	<input type="button" value="View/Edit"/>

If a cycle is incomplete it will show the next stage of the treatment (this tab is always highlighted in green as shown below)

Home / Overview Registration No. / Surname

Overview

Cycle Owner			Partner		
Reg No.	Full Name	Date of Birth	Reg No.	Full Name	Date of Birth
8938398	Mary-Jane John (F)	12 Dec 1988	8303802	Jon John (M)	09 Dec 1987

[Create New Cycle](#)
[Initiate Movement In/Out](#)
[Unlink Partner](#)

Cycle History

Cycle Date	Type & Feature	Status	Role	
08/08/2017	IVF treatment - stimulated	Embryos Developed - Stored & Donated	Patient & Egg Donor/Sharer	Action Required !
02/03/2017	IVF treatment - stimulated	Egg Collection	Patient & Egg Donor/Sharer	View/Edit Egg Collection

Action Required !

At times, the button which are shown as green may appear as red with “action required”. This means that there are validation errors with the data submitted, and you will need to view and correct the data before you can commence to the next stage.

Creating Treatment Data

Overview

Treatment cycles can be created for registered participant. A number of treatments are available to be added to a participant record.

Donor Insemination (DI)

To enter DI treatment details, search for the patient having the treatment either by using the quick search or main search and select the desired patient.

Home / Overview

Registration No. / Surname

Overview

Cycle Owner			Partner		
Reg No.	Full Name	Date of Birth	Reg No.	Full Name	Date of Birth
8938398	Mary-Jane John (F)	12 Dec 1988	8303802	Jon John (M)	09 Dec 1987

[Edit Registration](#) [Edit Registration](#)

[Create New Cycle](#) [Initiate Movement In/Out](#) [Unlink Partner](#)

Click “create new cycle” on the patient overview page. In the treatment details window select “DI (Donor Insemination)” and appropriate treatment feature “Unstimulated” or “Stimulated”.

Home / Cycle Initiate

Registration No. / Surname

Cycle Owner			Partner		
Reg No.	Full Name	DoB	Reg No.	Full Name	DoB
8938398	Mary-Jane John (F)	12 Dec 1988	8303802	Jon John (M)	09 Dec 1987

Initiate Cycle

Role in this cycle

Selected Role: [Add New Role](#)

Treatment Details

Treatment Type *		Treatment Feature *	
<input type="checkbox"/> DI (Donor Insemination)	<input type="checkbox"/> ICSI (IntraCyttoplasmic Sperm Injection)	<input type="checkbox"/> Stimulated	<input type="checkbox"/> IVM (In-Vitro Maturation)
<input type="checkbox"/> IVF (In-Vitro Fertilisation)	<input type="checkbox"/> FET (Frozen Embryo Transfer)	<input type="checkbox"/> Unstimulated/Natural	<input type="checkbox"/> Embryo Biopsy (PGD/PGS)
<input type="checkbox"/> Embryo Thaw (Screening Only)	<input type="checkbox"/> Egg freezing	<input type="checkbox"/> Embryo freeze all	<input type="checkbox"/> Thawed eggs used
<input type="checkbox"/> PNT (ProNuclear Transfer)	<input type="checkbox"/> MST (Maternal Spindle Transfer)	<input type="checkbox"/> Fresh Donor/Intended Mother eggs	<input type="checkbox"/> Surgically Retrieved Sperm
<input type="checkbox"/> Egg Donation Only	<input type="checkbox"/> GIFT		
<input type="checkbox"/> Fresh Embryos (recipient)			

Enter reference number if special direction applies to the treatment and confirm if the treatment is NHS funded. If the treatment is NHS funded a field will appear for you to type and select the name of the funding body.

Treatment Details

Treatment Type * ⓘ
 DI (Donor Insemination)

Treatment Feature * ⓘ
 Stimulated Unstimulated/Natural

Special Direction Ref.No. (if applicable) ⓘ

Is the treatment NHS Funded * ⓘ
 No Yes

Please select funding body ⓘ

Cancel Continue

* Mandatory

Click “continue” to the donor insemination page, fill in all the fields as presented and click “save and continue”. To abandon the treatment submission, click “cancel”, the cycle will not be created, and you will be returned to the patient overview page.

If there are validation errors with the data submitted, “Action Required” button will show, click on the button to see the submitted data with errors highlighted.

Cycle Date	Type & Feature	Status	
13/03/2017	DI treatment - stimulated	Awaiting early outcome	Action Required ! Early Outcome !?

Delete a Donor Insemination Record

On the patient overview page under “cycle history” select the desired treatment record to be deleted, click “view and edit” or “action required” button.

Home / Overview Registration No. / Surname

Overview

Cycle Owner Edit Registration

Reg No.	Full Name	Date of Birth
7307430	Jackie Jones (F)	09 Mar 1980

Create New Cycle
Initiate Movement In/Out ▼
Previous Partners
Add Partner ▼

Cycle History

Cycle Date	Type & Feature	Status	Role	
09/02/2019	Egg Freezing - stimulated	Egg Collection - Store-all	Patient	View/Edit 🗒
09/01/2019	DI treatment - Unstimulated	Completed - live birth	Patient	Action Required !

The treatment record page will be open, at the bottom of the page you will find the delete button, click on the button and proceed to the deletion page.

DI Cycle Details —

◆ Donor Insemination Treatment Details

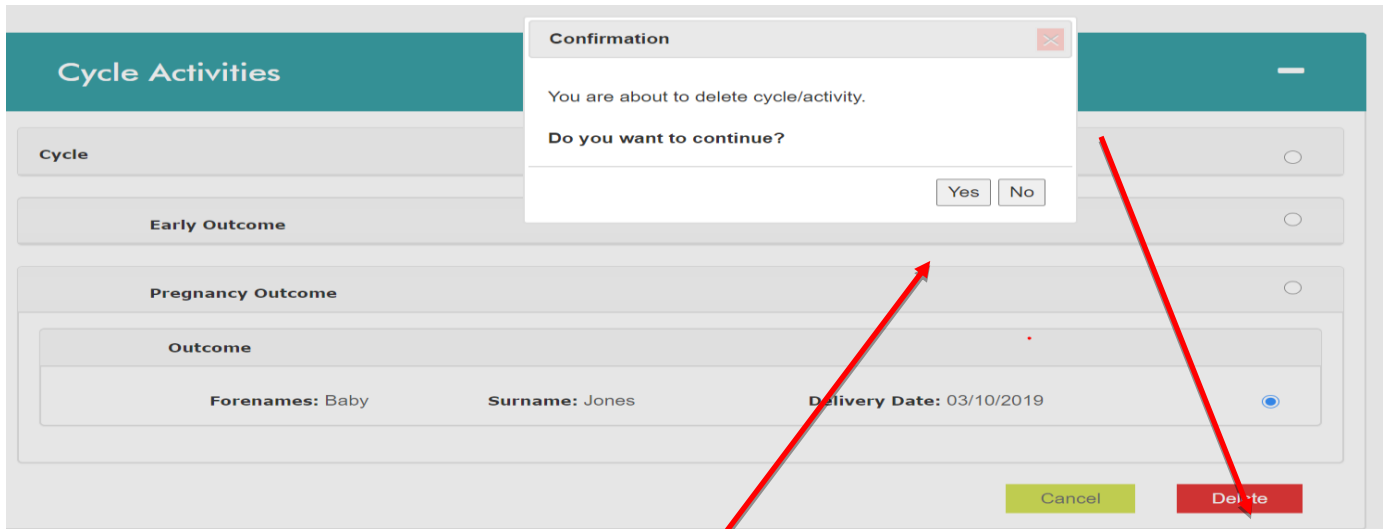
Sperm Donor Centre <input type="text" value="7001 HFEA Beta Test Centre 01"/>	Sperm Donor Code <input type="text" value="627320"/>
Insemination Date <input type="text" value="09/09/2018"/> 📅	Known Donor <input type="checkbox"/>

Early Outcome Details +

Comments +

Cancel
Delete
Save & Continue

A new page will open showing a summary of the “ cycle activity”, you will be able to “select and delete” each activity individually starting from pregnancy outcome to cycle.



For each delete activity a pop-up confirmation message will appear on screen, you will need to confirm by clicking “yes” to delete the activity or “no” to abandon it.

IVF/ICSI Treatment

To create an IVF or ICSI treatment type, select the desired treatment type and treatment feature using the tick boxes. Indicate the special direction ref no or if the treatment is NHS funded.

Cycle Owner			Partner		
Reg No.	Full Name	DoB	Reg No.	Full Name	DoB
8938398	Mary-Jane John (F)	12 Dec 1988	8303802	Jon John (M)	09 Dec 1987

Initiate Cycle

Role in this cycle

Selected Role: Patient & Egg Donor/Sharer Add New Role

Treatment Details


Treatment Type *	Treatment Features *
<input type="checkbox"/> DI (Donor Insemination)	<input type="checkbox"/> Stimulated
<input type="checkbox"/> IVF (In-Vitro Fertilisation)	<input type="checkbox"/> Unstimulated/Natural
<input type="checkbox"/> Embryo Thaw (Screening Only)	<input type="checkbox"/> Embryo freeze all
<input type="checkbox"/> PNT (ProNuclear Transfer)	<input type="checkbox"/> Fresh Donor/Intended Mother eggs
<input type="checkbox"/> Egg Donation Only	<input type="checkbox"/> IVM (In-Vitro Maturation)
<input type="checkbox"/> Fresh Embryos (recipient)	<input type="checkbox"/> Embryo Biopsy (PGD/PGS)
<input type="checkbox"/> ICSI (IntraCyttoplasmic Sperm Injection)	<input type="checkbox"/> Thawed eggs used
<input type="checkbox"/> FET (Frozen Embryo Transfer)	<input type="checkbox"/> Surgically Retrieved Sperm
<input type="checkbox"/> Egg freezing	
<input type="checkbox"/> MST (Maternal Spindle Transfer)	
<input type="checkbox"/> GIFT	

Stimulated Treatments


If stimulated is selected, you will be directed to the “IVF Stimulated Treatment” page as shown below, enter the stimulation details and continue to follow the prompts to finish adding the treatment data.

<u>Cycle Owner</u>			<u>Partner</u>		
Reg No.	Full Name	DoB	Reg No.	Full Name	DoB
8938398	Mary-Jane John (F)	12 Dec 1988	8303802	Jon John (M)	09 Dec 1987

IVF Stimulated Treatment

Stimulation Date 

All stimulation was conducted at this centre

Some or all stimulation was conducted at satellite/transport site or another centre 

Comments


Unstimulated Treatments



If you select an unstimulated treatment, you will be directed to the “egg collection” page as shown below, enter the egg collection details and continue to follow the prompts to finish adding the treatment data. (see diagram below)

Cycle Owner			Partner		
Reg No.	Full Name	DoB	Reg No.	Full Name	DoB
8938398	Mary-Jane John (F)	12 Dec 1988	8303802	Jon John (M)	09 Dec 1987


Egg Collection

Egg Collection Details

Collection Date 

Number of Eggs Collected  
Attempted and no eggs collected, then please enter '0'



All egg collection was conducted at this centre



Egg collection was done at a transport centre or another centre please say where 



Egg Abandoned Details

Abandoned before egg collection

Egg Collection usage

No. of Eggs Mixed  

No. of Eggs Stored for Patient  

No. of Eggs Stored for Donation/for Use in Surrogacy  

Egg Freezing

To create a new egg freezing treatment, select “egg freezing” as the treatment type and “stimulation” as treatment feature, continue to follow the prompts to finish to initiate a cycle.

On the overview page of the participant, click the next step of the treatment record “egg collection” (as shown below)

Home / Overview Registration No. / Surname

Overview

Cycle Owner			Partner		
Reg No.	Full Name	Date of Birth	Reg No.	Full Name	Date of Birth
8938398	Mary-Jane John (F)	12 Dec 1988	8303802	Jon John (M)	09 Dec 1987

[Create New Cycle](#)
[Initiate Movement In/Out](#)
[Unlink Partner](#)

Cycle History

Cycle Date	Type & Feature	Status	Role	
20/09/2020	Egg Freezing - stimulated	Egg Collection	Patient & Egg Donor/Sharer	View/Edit Egg Collection

You will be directed to the “egg collection page” to finish adding and save the treatment data.

Cycle Owner			Partner		
Reg No.	Full Name	DoB	Reg No.	Full Name	DoB
8938398	Mary-Jane John (F)	12 Dec 1988	8303802	Jon John (M)	09 Dec 1987

Cycle Date: 20 Sep 2020
Cycle Type: Egg Freezing - stimulated
Cycle Status: Egg Collection

Egg Collection

Egg Collection Details

Collection Date: 02/10/2020

Number of Eggs Collected: 10

Attempted and no eggs collected, then please enter '0'

All egg collection was conducted at this centre:
Egg collection was done at a transport centre or another centre please say where:

Egg Collection usage

No. of Eggs Stored for Patient: 10
No. of Eggs Stored for Donation/for Use in Surrogacy:

Freeze Date: 02/10/2020
Method of freezing: Vitrification Slow

No. of Fresh Eggs Donated/for Use in Surrogacy:
No. of Eggs Donated to Research:
No. of Eggs Discarded:

Delete an Egg Freezing Treatment

Click on the participant overview page, select the desired treatment record you wish to delete and click “view and edit”, a treatment record will open.

Home / Overview Registration No. / Surname

Overview

Cycle Owner			Partner		
Reg No.	Full Name	Date of Birth	Reg No.	Full Name	Date of Birth
8938398	Mary-Jane John (F)	12 Dec 1988	8303802	Jon John (M)	09 Dec 1987

[Create New Cycle](#) [Initiate Movement In/Out](#) [Unlink Partner](#)

Cycle History

Cycle Date	Type & Feature	Status	Role	
20/09/2020	Egg Freezing - stimulated	Egg Collection - Store-all	Patient & Egg Donor/Sharer	View/Edit

A new page will open showing the a summary of the “ cycle activity”, you will now be able to “select and delete” each cycle activity individually. Confirm the deletion process by clicking “yes” to continue or “no” to abandon the process.

Home / Cycle Delete Registration No. / Surname

Cycle Owner			Partner		
Reg No.	Full Name	DoB	Reg No.	Full Name	DoB
8938398	Mary-Jane John (F)	12 Dec 1988	8303802	Jon John (M)	09 Dec 1987

Cycle Date: 20 Sep 2020 **Cycle Type:** Egg Freezing - stimulated **Cycle Status:** Egg Collection - Store-all

Cycle Activities

Cycle	
Egg Collec	<input type="radio"/>
Storage	<input type="radio"/>

Date: 30/09/2020 **Gamete Source:** Eggs (7001, 8938398)

[Cancel](#) [Delete](#)

Confirmation

You are about to delete cycle/activity.

Do you want to continue?

[Yes](#) [No](#)

Egg Donation

To create a new egg donation treatment, select egg donation from the treatment page as shown below. The treatment can either be stimulated or unstimulated.

PRISM Patient Register Information System HFEA Test PR Administrator 7001

Home / Cycle Initiate

Registration No. / Surname

Egg Donor

Reg No.	Full Name	DoB
1032132333	Thersa QA Dheel (F)	16 Oct 1959

Initiate Cycle

Treatment Details

Treatment Type *

- DI (Donor Insemination)
- IVF (In-Vitro Fertilisation)
- ICSI (IntraCytoplasmic Sperm Injection)
- FET (Frozen Embryo Transfer)
- Embryo Thaw (Screening Only)
- Egg freezing
- GIFT
- MST (Maternal Spindle Transfer)
- PN (ProNuclear Transfer)
- Egg Donation Only
- Treatments with Fresh Donated Embryos

Treatment Feature *

- Stimulated
- Unstimulated/Natural
- IVM (In-Vitro Maturation)
- Fresh donor eggs used
- Embryo freeze all
- Thawed eggs used
- Embryo Biopsy (PGD/PGS)
- Surgically Retrieved Sperm

Special Direction Ref.No. (if applicable)

Is the treatment NHS Funded *

No Yes

Cancel Continue

Stimulated Treatment

PRISM Patient Register Information System HFEA.Test.PR Administrator 7001

Home / Cycle Treatment

Registration No. / Surname

Egg Donor

Reg No.	Full Name	DoB
1032132333	Thersa QA Dheel (F)	16 Oct 1959

Stimulated Treatment

Stimulated Treatment Details

Stimulation Date

All stimulation was conducted at this centre

Some or all stimulation was conducted at satellite/transport site or another centre

Comments

Add Comments

Cancel Save & Continue

If stimulated treatment has been selected, the “stimulated treatment” page will appear. Continue to follow the prompts to finish adding the treatment data.

Unstimulated Treatment

If unstimulated treatment has been selected, the “egg collection” page will appear. Continue to follow the prompts to finish adding the treatment data.

PRISM Patient Register Information System HFEA.Test.PR Administrator 7001

Home / Cycle Treatment

Registration No. / Surname

Egg Collection

Egg Collection Details

Collection Date

Number of Eggs Collected

All egg collection was conducted at this centre

Egg collection was done at a transport centre or another centre please say where

Egg Abandoned Details

Abandoned before egg collection

Egg Collection usage

No. of Eggs Donated Frozen

No. of Eggs Donated Fresh

No. of Eggs Donated to Research

No. of Eggs Discarded

Comments

Add Comments

Delete an Egg Donation

To delete an egg donation treatment where the eggs have not been used please follow the deletion process for egg freezing.

If the eggs are used in a treatment cycle, you will need to delete the treatment record first before you can delete the egg donation record.

Treatments with Fresh Donated Embryos

To create a treatment using fresh donated embryos, select the option via the treatment type tick box, select if the treatment is NHS funded and continue.

The form will direct you to the fresh donated embryos treatment page as shown below.

<u>Cycle Owner</u>			<u>Partner</u>
Reg No. 7969895	Full Name Gemma John (F)	DoB 22 Mar 1990	<u>No current Linked Registration</u>

Find Fresh Donated/Intended Parent/Partner Embryos

Gametes Source

Registration No.

Donor/Intended Parent/Partner Reg. No.

Enter the "registration number" of the egg source (donor, intended mother or partner) and click search, a list of fresh embryos would be displayed, select the desired one and continue to follow the prompts to complete the treatment.

<u>Cycle Owner</u>			<u>Partner</u>
Reg No. 7969895	Full Name Gemma John (F)	DoB 22 Mar 1990	<u>No current Linked Registration</u>

Find Fresh Donated/Intended Parent/Partner Embryos

Gametes Source

Registration No.

8938398

Fresh Embryos

Donation D...	Type	Source	Available	Selected
04 Oct 2017	Embryo	Eggs (7001, 8938398) Sperm (7001, 8303802)	2	<input type="text"/>
20 Mar 2019	Embryo	Eggs (7001, 8938398) Sperm (7001, 8303802)	1	<input type="text"/>

Scenarios in which fresh embryos would be used are as follows:

- Fresh donated embryos from a donor to patient
- Intended parents' embryos to be used under a surrogate
- Female partner embryo under a same sex couple.

Delete a Fresh Donated Embryo treatment cycle

To delete a fresh embryo donation treatment where the embryos have not been used please follow the deletion process for egg freezing.

If the embryos are used in a treatment cycle, you will need to delete each activity of the treatment record first before you can delete the donation record.

Treatments with Frozen Embryo Transfer

To create a new Frozen Embryo Transfer treatment, select "Frozen Embryo Transfer" from the treatment type, select if the treatment is NHS funded and continue as shown below.

This treatment can be selected on its own or with Embryo Biopsy (PGD/PGS) as a treatment feature.

<u>Cycle Owner</u>	<u>Partner</u>		
Reg No. 7969895	Full Name Gemma John (F)	DoB 22 Mar 1990	<u>No current Linked Registration</u>

Initiate Cycle

Role in this cycle

Selected Role Patient Add New Role

Treatment Details

Treatment Type *	Treatment Feature *
<input type="checkbox"/> DI (Donor Insemination)	<input type="checkbox"/> Stimulated
<input type="checkbox"/> IVF (In-Vitro Fertilisation)	<input type="checkbox"/> Unstimulated/Natural
<input type="checkbox"/> Embryo Thaw (Screening Only)	<input type="checkbox"/> Embryo freeze all
<input type="checkbox"/> PNT (ProNuclear Transfer)	<input type="checkbox"/> Fresh Donor/Intended Mother eggs
<input type="checkbox"/> Egg Donation Only	<input type="checkbox"/> IVM (In-Vitro Maturation)
<input type="checkbox"/> Fresh Embryos (recipient)	<input checked="" type="checkbox"/> Embryo Biopsy (PGD/PGS)
<input type="checkbox"/> ICSI (IntraCytoplasmic Sperm Injection)	<input type="checkbox"/> Thawed eggs used
<input checked="" type="checkbox"/> FET (Frozen Embryo Transfer)	<input type="checkbox"/> Surgically Retrieved Sperm
<input type="checkbox"/> Egg freezing	
<input type="checkbox"/> MST (Maternal Spindle Transfer)	
<input type="checkbox"/> GIFT	

Special Direction Ref.No. (if applicable) **Is the treatment NHS Funded ***

No Yes

Cancel Continue

The form would direct you to the "Frozen Embryo Transfer" page, you will need to select the egg source and continue to follow the prompts to complete the treatment.

Home / Activity Frozen Embryo Transfer Registration No. / Surname

Cycle Owner

Reg No.	Full Name	DoB
7969895	Gemma John (F)	22 Mar 1990

Partner

No current Linked Registration

Frozen Embryo Transfer

Gametes Source

Please Select Egg Source

Own Donor

Registered Centre

Registration No.

Find Stored Embryos

Stored Donated Embryos/Intended Parent Use

Storage Date	Type	Source	Available	Selected
13 Sep 2018	Embryo	Eggs (7001, 8938398) Sperm (7001, 8303802)	2	<input type="text" value="0"/> <input type="button" value="▲"/> <input type="button" value="▼"/>

Cancel

If “own” is selected, a list of the participant stored embryos would be displayed, select the desired embryo, and continue following the prompts to complete the treatment.

If “donor” is selected, you will need to enter the “registered centre” and “registration number” of the donor and click find “stored embryos”, a list of stored embryos using the donor egg would be displayed, select the desired one and continue to follow the prompts to complete the treatment cycle.

The egg source is the person providing the eggs.

- Own eggs – the egg collected from the person having the treatment.
- Donor eggs – the egg provider is donor
- Intended Mother eggs – egg provider is an intended mother
- Surrogate eggs – egg provider is a surrogate

Delete a Frozen Embryo Transfer Treatment Record

To delete a Frozen Embryo Transfer treatment where the embryos have not been used please follow the deletion process for fresh donated embryo transfer.

If the embryos are used in a treatment cycle, you will need to delete each activity of the treatment record first before you can delete the donation record.

Embryo Thaw (Screening only)

To create a new “embryo thaw” record, select embryo thaw as the treatment type and embryo biopsy (PGD/PGS) as the treatment feature, confirm if the treatment is NHS funded and continue onto the embryo thaw page.

Select the egg source “own” for stored embryos developed using a (patient, intended mother or surrogate) eggs or “donor” for stored embryos developed from donated eggs.

<u>Cycle Owner</u>			<u>Partner</u>		
Reg No.	Full Name	DoB	Reg No.	Full Name	DoB
8938398	Mary-Jane John (F)	12 Dec 1988	8303802	Jon John (M)	09 Dec 1987

Embryo Thaw

Gametes Source

Please Select Egg Source

Own Donor

If “own eggs” are selected, a list of the stored embryos would be displayed, select the desired embryo, and continue following the prompts to complete the treatment.

If “donor eggs” are selected, you will need to enter the “registered centre” and “registration number” of the donor and click “find stored embryos”, a list of stored embryos using the donor egg would be displayed, select the desired one and continue to follow the prompts to complete the treatment cycle.

Multiple Embryo Thaw Record

To create multiple embryo thaw event, select the embryo to be thawed and continue to follow the prompts. To add a second embryo thaw, click “add new thaw” fill the thaw information, save, and continue. You will be able to remove a thaw event by clicking “remove thaw”.

Please Select Egg Source

Own Donor

Embryos Stored for Personal Use

Storage Date	Type	Source	Embryos Available	Thawed
29 Nov 2016	Embryo	Eggs (7001, 429653076) Sperm (7001, 627320)	4	0
06 Mar 2018	Embryo	Eggs (7001, 429653076) Sperm (7001, 627320)	5	3

Embryo Thawing

Thaw Tab 1 **Thaw Tab 2**

Remove Thaw **Add Another Thaw**

Embryo Storage Date 06/03/2018 **No. of Embryos Thawed** 3 **Embryo Thawed Date** 09/03/2019 **No. of Viable Embryos** 0

Comments

Add Comments

Cancel **Save & Continue**

You will be able to do more than one refreeze record, by clicking on “add another refreeze”.

Refreezing

Refreeze 2 - 1 **Refreeze 2 - 2** **Add another Refreeze**

Date of Refreezing DD/MM/YYYY **No. of Refrozen Embryos** **Method of freezing** vitrification slow

Embryos Discarded No of Embryos discarded **Embryo Biopsy** Please select embryo biopsy

Delete an Embryo Thaw Record

To delete an embryo thaw treatment record where the embryos have not been transferred, please follow the deletion process for fresh donated embryos.

If the embryos are used in a treatment cycle, you will need to delete each activity of the treatment record first before you can delete the thaw record.

GIFT Treatment

To create a GIFT treatment, search the patient registration details using quick search or main search. Select the desired patient, on the patient overview page, click "create new cycle".

On the initiate cycle window select "GIFT and appropriate treatment feature "unstimulated" or "stimulated".

Enter reference number if special direction applies to the treatment and indicate if the treatment is NHS funded.

If the treatment is NHS funded a field will appear for you to type and select the name of the funding body and click continue.

If the treatment is "stimulated" the system will direct you the stimulation page, enter the information and follow the prompts to continue.

If the treatment is unstimulated the system will take you to the egg collection page, enter the number of eggs collected and mixed, save and continue to the GIFT treatment page.

The screenshot shows the 'GIFT Treatment' form. It is divided into several sections:

- Gametes Source:** Contains two main boxes. The 'Eggs' box has a text field with the value 'Cycle Owner (Gemma John - 7969895)'. The 'Sperm' box has a text field with the value 'Partner (Phillip John - 86830)'. Below the sperm box is a dropdown menu for 'Surgically Retrieved Sperm' with 'None' selected.
- Source Type:** A radio button labeled 'Fresh' is selected.
- Fresh Eggs:** A table with columns: Collection Date, Type, Source, Available, and Select. The first row contains: 08 Mar 2019, Eggs, Eggs (7001, 7969895), 0, and a dropdown menu.
- GIFT Details:** Contains two fields: 'Date of Transfer' (08/03/2019) and 'No of Fresh Eggs Used' (2).
- Comments:** A text area with a placeholder 'Add Comments'.

At the bottom right, there are two buttons: 'Cancel' and 'Save'. Red arrows in the original image point to the 'Eggs' and 'Sperm' text fields, and the 'No of Fresh Eggs Used' field.

Delete a GIFT Treatment

To delete a Gift treatment record, you will need to find the desired treatment from the overview page of the patient, click on the record to view the treatment details, you will now be able to click the delete button to delete each activity of the treatment. (Follow the steps for delete a DI record)

Embryo Creation and use

Overview

Embryo creation and use is the number of embryos developed after a treatment that involved IVF and how these embryos are used.

Embryo creation and use for IVF/ICS

On the mixing page select the desired gamete sources and the source type. The gamete source is always the persons providing the egg and sperm.

<u>Cycle Owner</u>			<u>Partner</u>		
Reg No.	Full Name	DoB	Reg No.	Full Name	DoB
7969895	Gemma John (F)	22 Mar 1990	86830	Phillip John (M)	09 Mar 1990

Cycle Date: 09 Jan 2020 Cycle Type: IVF treatment - stimulated Cycle Status: Mixing

Embryo Creation and Use

Mixing 1

Gametes Source

Eggs

Own Donor

Source Type

Fresh Stored

Sperm

Partner Donor

Surgically Retrieved Sperm

None

Fresh Eggs

Collection Date	Type	Source	Available	Select
08 Mar 2019	Eggs	Eggs (7001, 7969895)	2	<input type="text"/>
20 Jan 2020	Eggs	Eggs (7001, 7969895)	4	<input type="text"/>

If “own” is selected as the egg source, as list of the participant fresh or stored eggs will be displayed (as displayed in the above diagram).

If donor eggs or donor sperm are selected, you will need to enter the “registration centre and registered number” of the donor (as shown in the diagram below)

Home / Activity Mixing Registration No. / Surname

Cycle Owner			Partner		
Reg No.	Full Name	DoB	Reg No.	Full Name	DoB
7969895	Gemma John (F)	22 Mar 1990	86830	Phillip John (M)	09 Mar 1990

Cycle Date: 09 Jan 2020 **Cycle Type:** IVF treatment - stimulated **Cycle Status:** Mixing

Embryo Creation and Use

Mixing 1

Gametes Source

Eggs

Own Donor

Registered Centre **Registration No.**

Donor Known

Source Type

Fresh Stored

Sperm

Partner Donor

Registered Centre **Registration No.**

Donor Known

Surgically Retrieved Sperm

After the desired egg source is selected, you will need to select the “source type” to be used in the mixing, “fresh eggs or stored eggs,” and confirm the sperm retrieval details.

If fresh eggs are selected, the system directs you to the mixing page to select the number of eggs to be mixed and continue to enter the mixing details and embryo usage/storage page to complete the treatment.

Embryo Creation and Use

Mixing 1

Gametes Source

Eggs

Own Donor

Sperm

Partner Donor

Source Type

Fresh Stored

Surgically Retrieved Sperm

None

Fresh Eggs

Collection Date	Type	Source	Available	Select
08 Mar 2019	Eggs	Eggs (7001, 7969895)	2	<input type="text"/>
20 Jan 2020	Eggs	Eggs (7001, 7969895)	2	<input type="text"/>

Mixing Details

Please select

Main Treatment

IVF (In-Vitro Fertilisation) ICSI (IntraCytoplasmic Sperm Injection)

Feature Treatment

Embryo freeze all Embryo Biopsy (PGD/PGS)

Mixing Date

Fresh eggs mixed

No. of Embryos Developed

If stored eggs are selected, the system will direct you to the “egg thaw” page, enter the egg thaw details, and continue to follow the prompts to the embryo and creation page. (as shown below)

Mixing 1

Gametes Source

Eggs

Own Donor

Sperm

Partner Donor

Source Type

Fresh Stored

Surgically Retrieved Sperm

None

Stored Eggs

Storage Date	Type	Source	Available	Select
20 Aug 2017	Eggs	Eggs (7001, 7969895)	16	<input type="text"/> <input type="button" value="▲"/> <input type="button" value="▼"/>
20 Jan 2020	Eggs	Eggs (7001, 7969895)	0	<input type="text"/> <input type="button" value="▲"/> <input type="button" value="▼"/>

Egg Thawing

Remove Thaw

Add Another Thaw

Thaw 1

Storage Date

20/01/2020

Thawed i

6

Thawed Date

20/02/2020

Viable

4

Discarded

Egg(s) Refreezing

Date of Refreezing

DD/MM/YYYY

No. of Refrozen Eggs

Method of freezing

vitrification

slow

Creating a treatment record with more than one mixing.

To create a treatment with more than one mixing, click “add another mixing activity” at the end of the first mixing record.

Home / Activity Mixing Registration No. / Surname

<u>Cycle Owner</u>			<u>Partner</u>		
Reg No.	Full Name	DoB	Reg No.	Full Name	DoB
7969895	Gemma John (F)	22 Mar 1990	86830	Phillip John (M)	09 Mar 1990

Cycle Date: 09 Jan 2020 **Cycle Type:** IVF treatment - stimulated **Cycle Status:** Mixing

The system will direct you to the embryo creation and use page, enter the second mixing details, and follow the prompts to continue the treatment record. You will also be able to view the first mixing details.

Submitted Mixing Details Summary for the Cycle

Mixing Count	Mixing Date	Mixing Type	<input type="button" value="View"/>
Mixing 1	20 Feb 2020	IVF (In-Vitro Fertilisation)	

Embryo Creation and Use

Mixing 2

Gametes Source

Eggs

Own Donor

Sperm

Partner Donor

Source Type **Surgically Retrieved Sperm**

Fresh Stored

Fresh Eggs

Collection Date	Type	Source	Available	Select
08 Mar 2019	Eggs	Eggs (7001, 7969895)	2	<input type="text"/>
20 Jan 2020	Eggs	Eggs (7001, 7969895)	2	<input type="text"/>

Mixing Details

Please select

Main Treatment

IVF (In-Vitro Fertilisation) ICSI (IntraCytoplasmic Sperm Injection)

Feature Treatment

Embryo freeze all Embryo Biopsy (PGD/PGS)

Delete an Embryo creation and use record

Click on the patient overview page, select the desired treatment record you wish to delete and click the “view and edit” button, and click the delete button.

A new page will open showing the a summary of the “ cycle activity”, you will now be able to “select and delete” each cycle activity individually. Confirm the deletion process by clicking “yes” to continue or “no” to abandon the process.

Please note, if the embryos are used in a donation or any other treatment activity, you will need to delete this activity first before you can delete the embryo creation and use record.

Further Treatment Details

When a participant egg collection is attempted and failed, the system will provide a pop confirmation message asking whether the cycle is complete (as shown below)

The screenshot shows a web interface for 'Egg Collection' with a confirmation dialog box overlaid. The background form includes fields for 'Collection Date' (20/01/2020) and 'Number of Eggs Collected' (0). A confirmation dialog asks 'Please confirm whether this cycle is complete?' with 'Yes' and 'No' buttons. Red arrows point to the 'Collection Date' field, the 'Number of Eggs Collected' field, and the 'Yes' button in the dialog.

Home / Activity Egg Collection Registration No. / Surname

Cycle Owner			Partner		
Reg No.	Full Name	DoB	Reg No.	Full Name	DoB
7969895	Gemma John (F)	22 Mar 1990	86830	Phillip John (M)	09 Mar 1990

Cycle Date: 09 Jan 2020 **Cycle Type:** IVF treatment - stimulated **Cycle Status:** Egg Collection

Egg Collection

Egg Collection Details

Collection Date: 20/01/2020

Number of Eggs Collected: 0

Attempted and no eggs collected, then please enter '0'

All egg collection was conducted at this centre **Egg collection was done at a transport centre or another centre please say where**

Confirmation

Please confirm whether this cycle is complete?

Egg Abandoned Details

Abandoned before egg collection

Click "yes" the treatment record would be saved as egg collection attemptd and failed.

Cycle Date	Type & Feature	Status	Role	
09/01/2020	IVF treatment - stimulated	Egg Collection - Attempted and Failed	Patient	View/Edit

If you click "no", the system will direct you to the further treatment selection, where you would be given three options to continue the treatment using thawed embryos, thawed or donated eggs or end cycle. Select the desired one, save and continue to follow the prompts to complete the treatment.

Reg No.	Full Name	DoB	Reg No.	Full Name	DoB
7969895	Gemma John (F)	22 Mar 1990	86830	Phillip John (M)	09 Mar 1990

Cycle Date: 02 Jan 2020 **Cycle Type:** IVF treatment - stimulated **Cycle Status:** Egg Collection

Egg Collection

Egg Collection Details

Collection Date **Number of Eggs Collected**
Attempted and no eggs collected, then please enter '0'

All egg collection was conducted at this centre **Egg collection was done at a transport centre or another centre please say where**

Further Treatment selection

Please select

Thawed Embryos Thawed or Donated Eggs End cycle

Comments

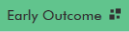
[Cancel](#) [Save & Continue](#)

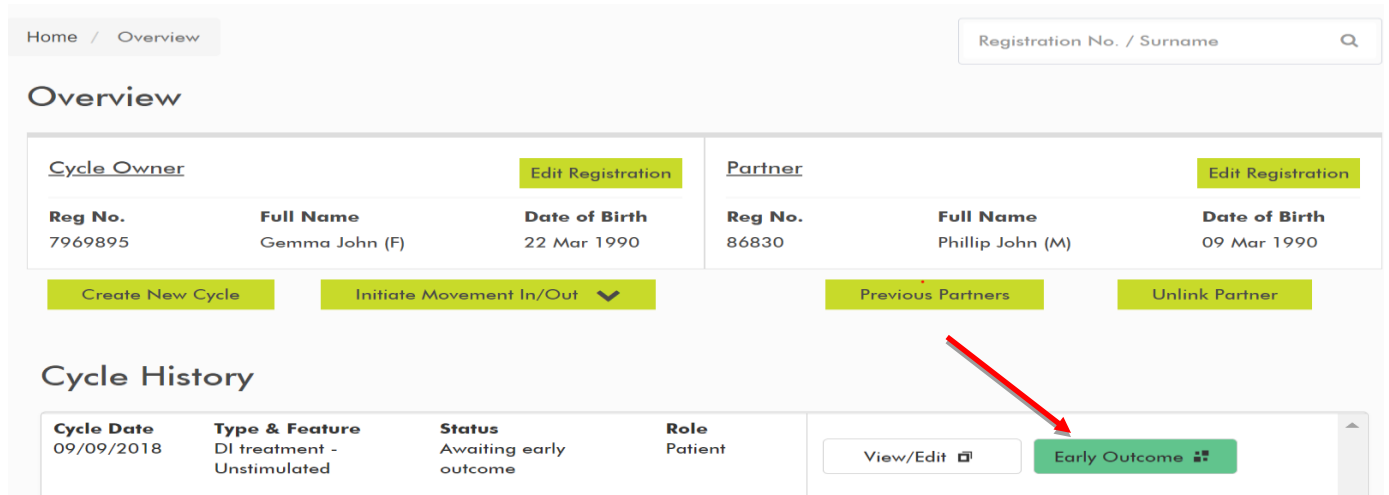
Entering outcome data

Overview

The outcome of any treatment that has been carried out on a participant.

Early outcome

To enter an early outcome record, from the patient overview page select the desired treatment cycle you want to update and click the early outcome button  and you will be able to enter the early outcome details.



Home / Overview Registration No. / Surname

Overview

Cycle Owner			Partner		
Reg No.	Full Name	Date of Birth	Reg No.	Full Name	Date of Birth
7969895	Gemma John (F)	22 Mar 1990	86830	Phillip John (M)	09 Mar 1990

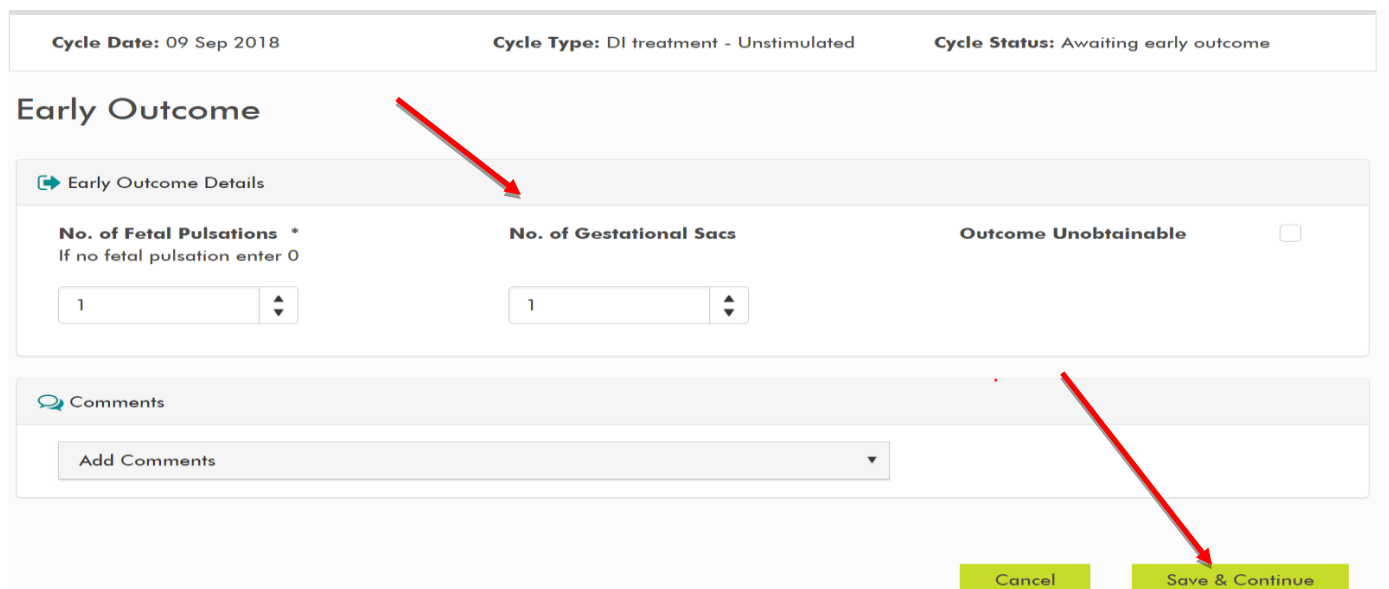
[Create New Cycle](#) [Initiate Movement In/Out](#) [Previous Partners](#) [Unlink Partner](#)

Cycle History

Cycle Date	Type & Feature	Status	Role	
09/09/2018	DI treatment - Unstimulated	Awaiting early outcome	Patient	View/Edit Early Outcome

Enter the number of fetal pulsation and gestational sacs. If there are “no fetal pulsation”, you will need to enter “zero” this means the pregnancy is negative.

If “outcome unobtainable” is ticked, you will need to enter “zero” for the number of fetal pulsation.



Cycle Date: 09 Sep 2018 Cycle Type: DI treatment - Unstimulated Cycle Status: Awaiting early outcome

Early Outcome

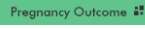
[Early Outcome Details](#)

No. of Fetal Pulsations * If no fetal pulsation enter 0	No. of Gestational Sacs	Outcome Unobtainable <input type="checkbox"/>
<input type="text" value="1"/>	<input type="text" value="1"/>	

[Comments](#)

[Cancel](#) [Save & Continue](#)

Pregnancy outcome

On the participant overview page, click the pregnancy outcome button , fill in the fields you are presented with and “click save and continue” to save the data or “cancel” to abandon the outcome update.

Cycle Owner			Partner		
Reg No.	Full Name	Date of Birth	Reg No.	Full Name	Date of Birth
7969895	Gemma John (F)	22 Mar 1990	86830	Phillip John (M)	09 Mar 1990

[Create New Cycle](#) [Initiate Movement In/Out](#) [Previous Partners](#) [Unlink Partner](#)

Cycle History

Cycle Date	Type & Feature	Status	Role	
09/09/2018	DI treatment - Unstimulated	Awaiting pregnancy outcome	Patient	View/Edit Pregnancy Outcome

For further information on data fields being entered refer to the data dictionary provided or email prism@hfea.gov.uk

Delete an Outcome record

To delete an outcome record, follow the deletion steps for embryo creation and use. Please note, you will need to delete all the treatment activities first before you can delete the outcome record.

Surrogacy

Overview

Under a surrogacy treatment the gametes of an intended parents must be used.

If there are no intended mother, then there must be an intended father and he would need to use either donor or surrogate eggs.

To do a Frozen Embryo transfer under a surrogate, you will need to select the egg source and follow the prompts to continue the treatment. The egg source will either be own, donor or intended mother eggs.

<u>Cycle Owner</u>			<u>Partner</u>
Reg No.	Full Name	DoB	<u>No current Linked Registration</u>
0796909	Danya James (F)	09 Mar 1990	

Frozen Embryo Transfer

Gametes Source

Please Select Egg Source

Own
 Donor
 Intended Mother

Cancel

If “own” is selected, the embryo was developed using the “surrogate eggs and intended father”, in this scenario the IVF treatment (from stimulation to embryo creation and use) should be recorded under the surrogate.

If “donor” is selected, the embryo was developed using intended father sperm and donor eggs. In this scenario the embryo creation and use can be recorded under the intended father for the purposes of storage only and the Frozen Embryo and Transfer should be recorded under the surrogate, both mixing and transfer can be recorded under the surrogate.

To create an IVF treatment record under an intended father for embryo creation and storage purposes only, select IVF as the treatment type and fresh donor eggs or thawed eggs as the treatment feature, confirm if the treatment is NHS funded, save and continue to follow the prompts to complete the treatment record.

If “intended mother” is selected, the embryo was developed using either intended father sperm or donor sperm and intended mother eggs. The embryo creation and use should be recorded under either the intended parent or the surrogate.

Swapped / Changed of Role

Overview

Under a swapped role treatment, a female same sex couple can swap their role to use each other gametes in a treatment. When the role is swapped the registered patient will become the registered partner and the registered partner will become the registered patient. Change of Role is where a participant can have more than one role type.

	<u>Initial Role</u>	<u>Swap/Changed Role</u>
1	Patient	Partner Egg donor Intended Mother Surrogate
2	Female Partner Female Partner Female Partner Male Partner Male Partner	Patient Egg Donor Intended Mother Sperm Donor Intended Father
3	Egg Donor	Patient Partner Surrogate
4	Surrogate	Patient Egg Donor Intended Mother Partner
5	Sperm Donor	Partner Intended Father
6	Intended Mother	Partner Egg Donor
7	Intended Father	Partner Sperm Donor

Swapped Role

To create a treatment under a swap role, register a female same sex couple, click the swap role button, and click “create new cycle”. The registered patient will become the registered partner and “partner” will become the “registered patient”.

Home / Overview

Registration No. / Surname

Overview

Cycle Owner			Partner		
Reg No.	Full Name	Date of Birth	Reg No.	Full Name	Date of Birth
69002	Grace Lyons (F)	09 Mar 1990	79703	Amy James (F)	09 Sep 1990

Buttons: Create New Cycle, Initiate Movement In/Out, Unlink Partner, Swap Role, Create New Cycle

You will now be able to record treatments using the swap role. After the role is swapped you would need to edit registration to complete the patient additional information.

Home / Cycle Initiate

Registration No. / Surname

Patient			Partner		
Reg No.	Full Name	DoB	Reg No.	Full Name	DoB
79703	Amy James (F)	09 Sep 1990	69002	Grace Lyons (F)	09 Mar 1990

Initiate Cycle

Role in this cycle

Selected Role: Patient Add New Role

Treatment Details

Treatment Type *

- DI (Donor Insemination)
- IVF (In-Vitro Fertilisation)
- Embryo Thaw (Screening Only)
- PNT (ProNuclear Transfer)
- Egg Donation Only
- Fresh Embryos (recipient)

Treatment Feature *

- ICSI (IntraCytoplasmic Sperm Injection)
- FET (Frozen Embryo Transfer)
- Egg freezing
- MST (Maternal Spindle Transfer)
- GIFT
- Stimulated
- Unstimulated/Natural
- Embryo freeze all
- Fresh Donor/Intended Mother eggs
- IVM (In-Vitro Maturation)
- Embryo Biopsy (PGD/PGS)
- Thawed eggs used
- Surgically Retrieved Sperm

Special Direction Ref.No. (if applicable)

Is the treatment NHS Funded *
 No Yes

Buttons: Cancel, Continue

Swap Role Search

When you search a patient under a swap role, the search results would show both the patient and partner.

Search existing registrations

Registration Number: 79703 Surname: Date of Birth: DD/MM/YYYY Search

Forename	Surname	Date of Birth	Registration Number	Gender	Cycle Role
Amy	James	09/09/1990	79703	Female	patient partner

The original role type is highlighted in green and the current (swap) role is highlighted in white. When you click on the current (swap) role, the system would direct you to the patient overview page, whereas if you click on the partner button, the system will take you to the linked patient overview page.

Frozen Embryo Transfer under a swapped role

When recording Frozen Embryo Transfer under a swapped role, you will need to select “partner eggs” as the egg source, the inventory grid will populate, select the number of embryos to thaw and continue to follow the prompts to complete the treatment.

Frozen Embryo Transfer

Gametes Source

Please Select Egg Source

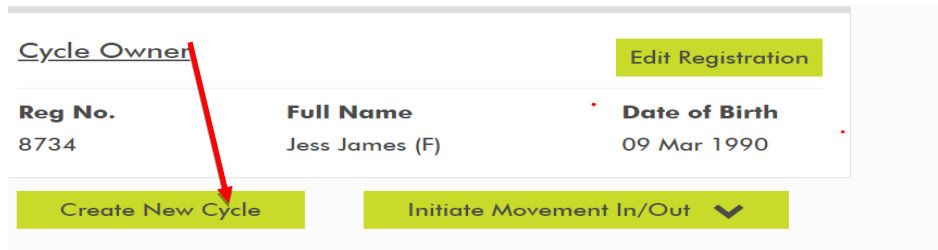
Own Partner Donor

Embryos Stored for Personal Use

Storage Date	Type	Source	Embryos Available	Thawed
28 Feb 2018	Embryo	Eggs (7001, 2308303) Sperm (7001, 627320)	4	1

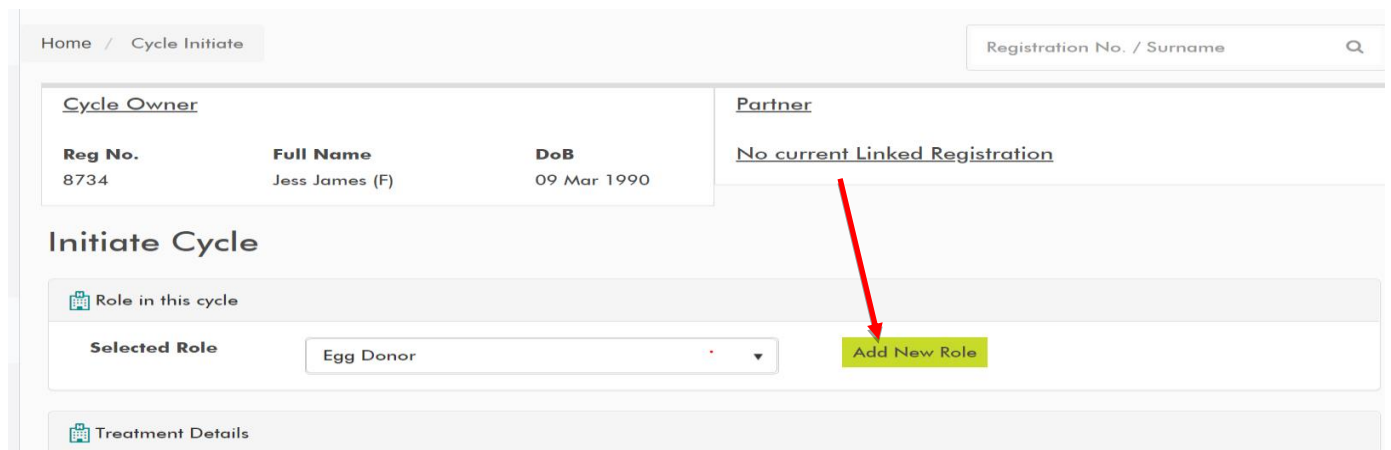
Change of Role

To create a treatment record under change of role, click “ create new cycle” on the participant overview page.



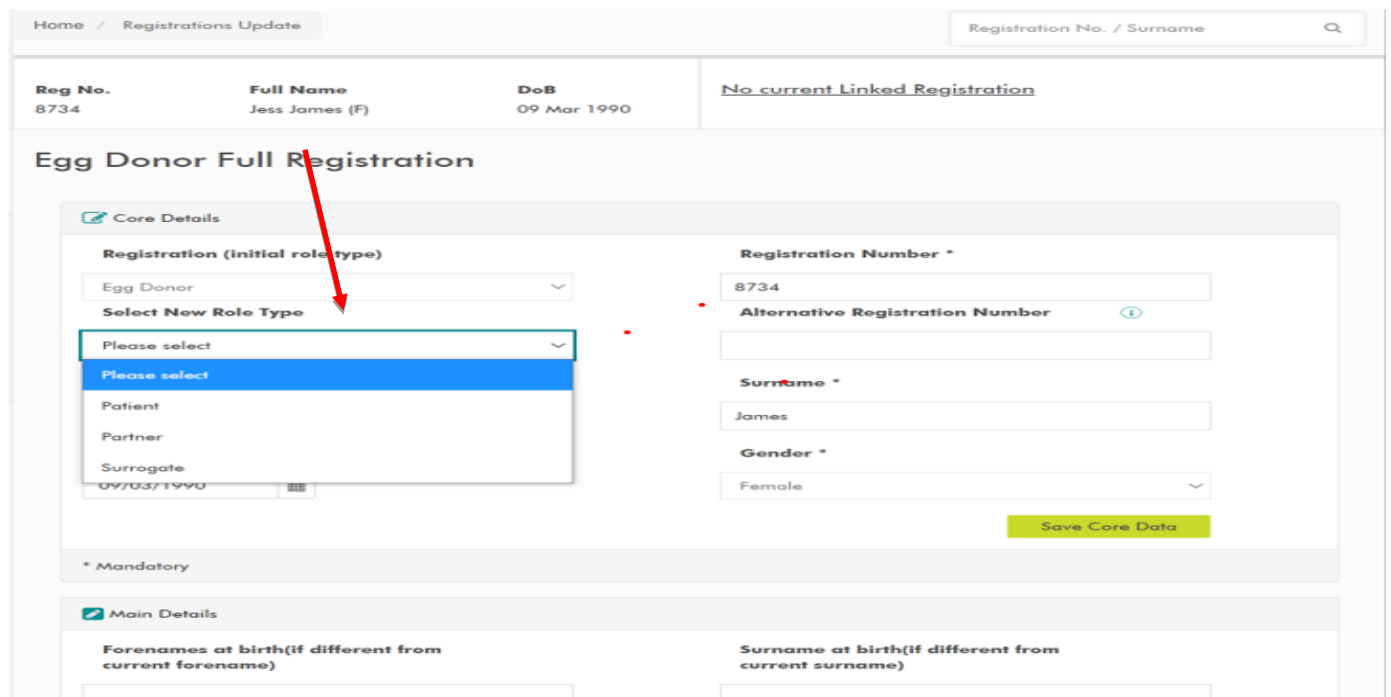
The screenshot shows a participant overview card for registration number 8734, full name Jess James (F), and date of birth 09 Mar 1990. A red arrow points from the 'Cycle Owner' label to the 'Create New Cycle' button. Other buttons include 'Edit Registration' and 'Initiate Movement In/Out'.

On the initiate cycle page click “ add new role”.



The screenshot shows the 'Initiate Cycle' page. It includes a 'Role in this cycle' section with a dropdown menu currently set to 'Egg Donor'. A red arrow points from the 'Add New Role' button to the 'Partner' section, which displays 'No current Linked Registration'.

The participant registration page would open, you will now be able to click the dropdown box for “Select New Role Type” and select the new role, fill in any additional required information and save the data.



The screenshot shows the 'Egg Donor Full Registration' page. A red arrow points to the 'Select New Role Type' dropdown menu, which is open and shows options: 'Please select', 'Patient', 'Partner', and 'Surrogate'. The page also contains fields for 'Registration Number *' (8734), 'Alternative Registration Number', 'Surname *' (James), and 'Gender *' (Female). A 'Save Core Data' button is visible at the bottom right.

The system will direct you to participant overview page. Select new role change and continue selecting the treatment type and treatment features.

Home / Cycle Initiate Registration No. / Surname

<u>Cycle Owner</u> <table border="1" style="width: 100%;"><tr><th>Reg No.</th><th>Full Name</th><th>DoB</th></tr><tr><td>8734</td><td>Jess James (F)</td><td>09 Mar 1990</td></tr></table>	Reg No.	Full Name	DoB	8734	Jess James (F)	09 Mar 1990	<u>Partner</u> <u>No current Linked Registration</u>
Reg No.	Full Name	DoB					
8734	Jess James (F)	09 Mar 1990					

Initiate Cycle

Role in this cycle

Selected Role: Please select Add New Role

- Please select
- Please select
- Egg Donor
- Patient

Treatment Details

<p>Treatment Type *</p> <table border="0" style="width: 100%;"><tr><td><input type="checkbox"/> DI (Donor Insemination)</td><td><input type="checkbox"/> ICSI (IntraCytoplasmic Sperm Injection)</td></tr><tr><td><input checked="" type="checkbox"/> IVF (In-Vitro Fertilisation)</td><td><input type="checkbox"/> FET (Frozen Embryo Transfer)</td></tr><tr><td><input type="checkbox"/> Embryo Thaw (Screening Only)</td><td><input type="checkbox"/> Egg freezing</td></tr><tr><td><input type="checkbox"/> PNT (ProNuclear Transfer)</td><td><input type="checkbox"/> MST (Maternal Spindle Transfer)</td></tr><tr><td><input type="checkbox"/> Egg Donation Only</td><td><input type="checkbox"/> GIFT</td></tr><tr><td><input type="checkbox"/> Fresh Embryos (recipient)</td><td></td></tr></table>	<input type="checkbox"/> DI (Donor Insemination)	<input type="checkbox"/> ICSI (IntraCytoplasmic Sperm Injection)	<input checked="" type="checkbox"/> IVF (In-Vitro Fertilisation)	<input type="checkbox"/> FET (Frozen Embryo Transfer)	<input type="checkbox"/> Embryo Thaw (Screening Only)	<input type="checkbox"/> Egg freezing	<input type="checkbox"/> PNT (ProNuclear Transfer)	<input type="checkbox"/> MST (Maternal Spindle Transfer)	<input type="checkbox"/> Egg Donation Only	<input type="checkbox"/> GIFT	<input type="checkbox"/> Fresh Embryos (recipient)		<p>Treatment Feature *</p> <table border="0" style="width: 100%;"><tr><td><input checked="" type="checkbox"/> Stimulated</td><td><input type="checkbox"/> IVM (In-Vitro Maturation)</td></tr><tr><td><input type="checkbox"/> Unstimulated/Natural</td><td><input type="checkbox"/> Embryo Biopsy (PGD/PGS)</td></tr><tr><td><input type="checkbox"/> Embryo freeze all</td><td><input type="checkbox"/> Thawed eggs used</td></tr><tr><td><input type="checkbox"/> Fresh Donor/Intended Mother eggs</td><td><input type="checkbox"/> Surgically Retrieved Sperm</td></tr></table>	<input checked="" type="checkbox"/> Stimulated	<input type="checkbox"/> IVM (In-Vitro Maturation)	<input type="checkbox"/> Unstimulated/Natural	<input type="checkbox"/> Embryo Biopsy (PGD/PGS)	<input type="checkbox"/> Embryo freeze all	<input type="checkbox"/> Thawed eggs used	<input type="checkbox"/> Fresh Donor/Intended Mother eggs	<input type="checkbox"/> Surgically Retrieved Sperm
<input type="checkbox"/> DI (Donor Insemination)	<input type="checkbox"/> ICSI (IntraCytoplasmic Sperm Injection)																				
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<input type="checkbox"/> Embryo freeze all	<input type="checkbox"/> Thawed eggs used																				
<input type="checkbox"/> Fresh Donor/Intended Mother eggs	<input type="checkbox"/> Surgically Retrieved Sperm																				

Special Direction Ref.No. (if applicable) **Is the treatment NHS Funded ***

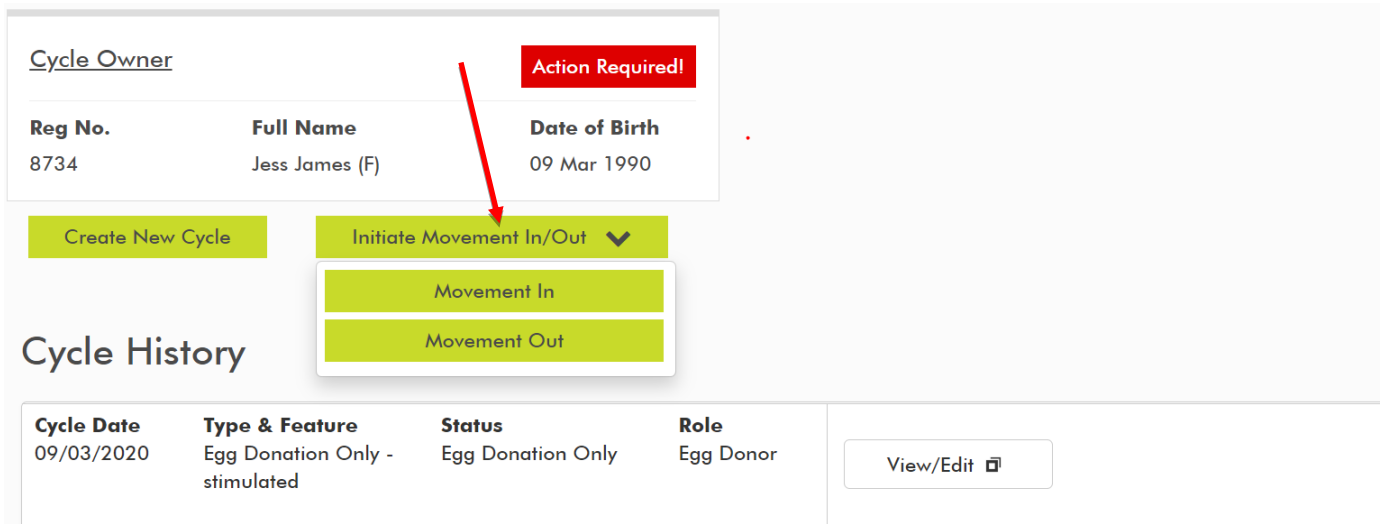
No Yes

CancelContinue

Movements

UK Movements Out

To record a UK movement out, click “Initiate Movement In/Out on the participant overview page.



The screenshot shows a participant overview page for a cycle owner. At the top, there is a red box labeled "Action Required!". Below this, a table displays the following information:

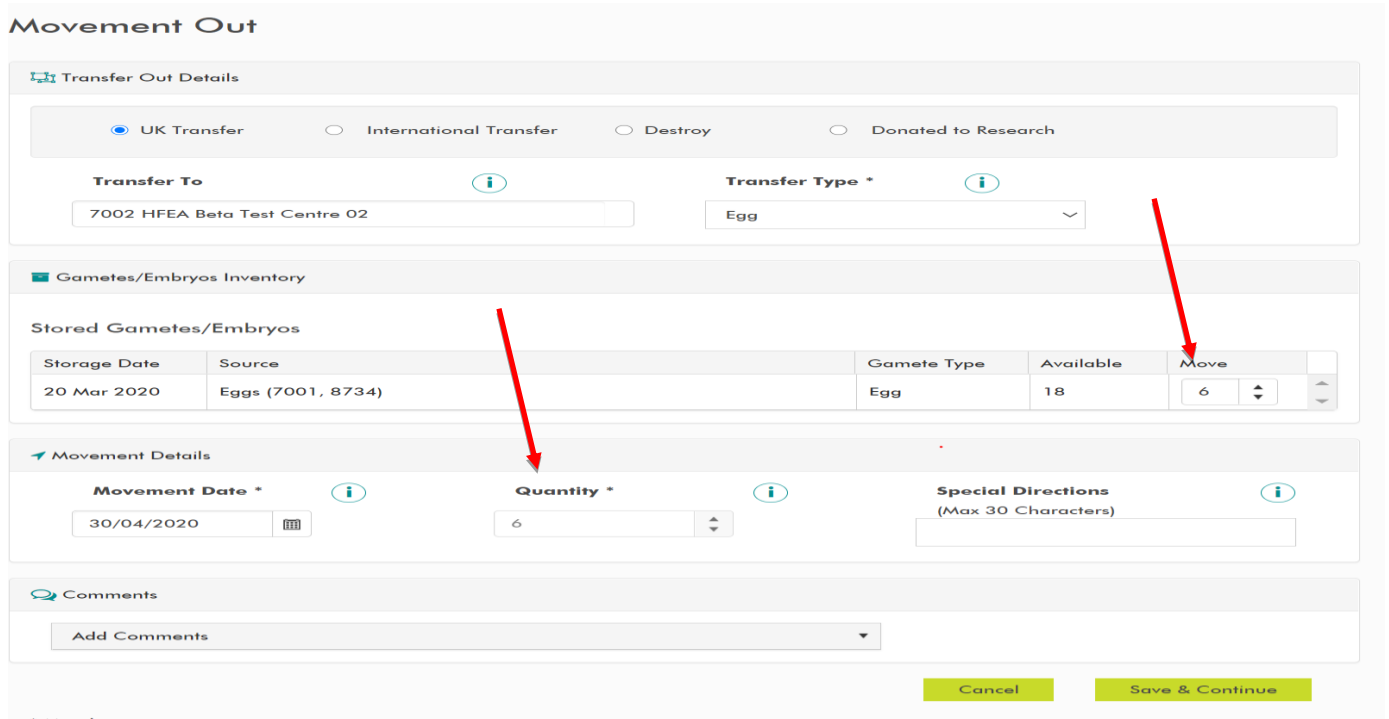
Reg No.	Full Name	Date of Birth
8734	Jess James (F)	09 Mar 1990

Below the table, there are two buttons: "Create New Cycle" and "Initiate Movement In/Out". A dropdown menu is open under "Initiate Movement In/Out", showing "Movement In" and "Movement Out". A red arrow points from the "Action Required!" box to the "Initiate Movement In/Out" button.

Below the buttons, there is a "Cycle History" section with a table:

Cycle Date	Type & Feature	Status	Role	
09/03/2020	Egg Donation Only - stimulated	Egg Donation Only	Egg Donor	View/Edit

The movement out page will open, click on “UK Movement”, select the transfer to centre and the transfer type, continue to fill in the required information, save and continue the treatment record.



The screenshot shows the "Movement Out" form. It is divided into several sections:

- Transfer Out Details:** Includes radio buttons for "UK Transfer" (selected), "International Transfer", "Destroy", and "Donated to Research". Below are fields for "Transfer To" (7002 HFEA Beta Test Centre 02) and "Transfer Type *" (Egg).
- Gametes/Embryos Inventory:** A table showing stored gametes/embryos:

Storage Date	Source	Gamete Type	Available	Move
20 Mar 2020	Eggs (7001, 8734)	Egg	18	6

A red arrow points from the "Move" column to the "Quantity" field in the "Movement Details" section.

- Movement Details:** Includes fields for "Movement Date *" (30/04/2020), "Quantity *" (6), and "Special Directions (Max 30 Characters)".
- Comments:** A section with an "Add Comments" dropdown.

At the bottom, there are "Cancel" and "Save & Continue" buttons. A red arrow points from the "Move" column in the inventory table to the "Save & Continue" button.

* Mandatory

UK Movements In

To record a UK movement In, click “Initiate Movement In/Out on the participant overview page and select Movement In, you will be directed to the movement page, click UK movements and fill in the requested information as required, save and continue the treatment record.

Home / Cycle Movement In Registration No. / Surname

Cycle Owner			Partner
Reg No. 8734	Full Name Jess James (F)	DoB 09 Mar 1990	<u>No current Linked Registration</u>

Movements In

Transfer Details

UK Transfer International Transfer

Transfer Type * **Received From**

Search Movements

Transfer Type * **Registered Centre**

Registered Centre Reg. No.

International Movements In

Transfer Details

UK Transfer International Transfer

Select "International Transfer" from the movements in page. Fill in the required information on the form, save and continue the treatment record.

Movements In

Transfer Details

UK Transfer International Transfer

Transfer Type * **Country Imported From** **Bank/Clinic Name**

Please select Please select

Foreign Storage Date

DD/MM/YYYY

Movement Details

Received Date * **Quantity *** **Special Directions** (Max 30 Characters)

DD/MM/YYYY

Comments

Add Comments

* Mandatory

Sidebar Movement

Sidebar movements are done for UK registered donors only. To do a sidebar movement in/out select “movement in / out” from the main movement menu. Select “UK donor” and follow the prompts and save.

Registration

- New
- Search

Movements

- Movement In**
- Movement Out

Reports

Help

- User Guides
- Testing Scenarios
- FAQ
- Known Issues
- Survey
- NHS No. Generator

Movements In

Movement For

UK Donor International Donor Patient Intended Parent

Search Gametes/Embryos

Registered Centre i
type and select centre...

Registration No i

Transfer Type * i
Please select

Search

Comments

Add Comments

Cancel

Delete a Movement record

On the participant overview page under cycle history, select the desired Movement record and click the view and edit button.

Cycle History

Cycle Date	Type & Feature	Status	Role	
30/04/2020	Cycle Movements Out	Completed - Cycle Movement Out	Egg Donor	View/Edit

The movement record page would open, click on the delete button and continue to follow the prompts to continue the deletion process.

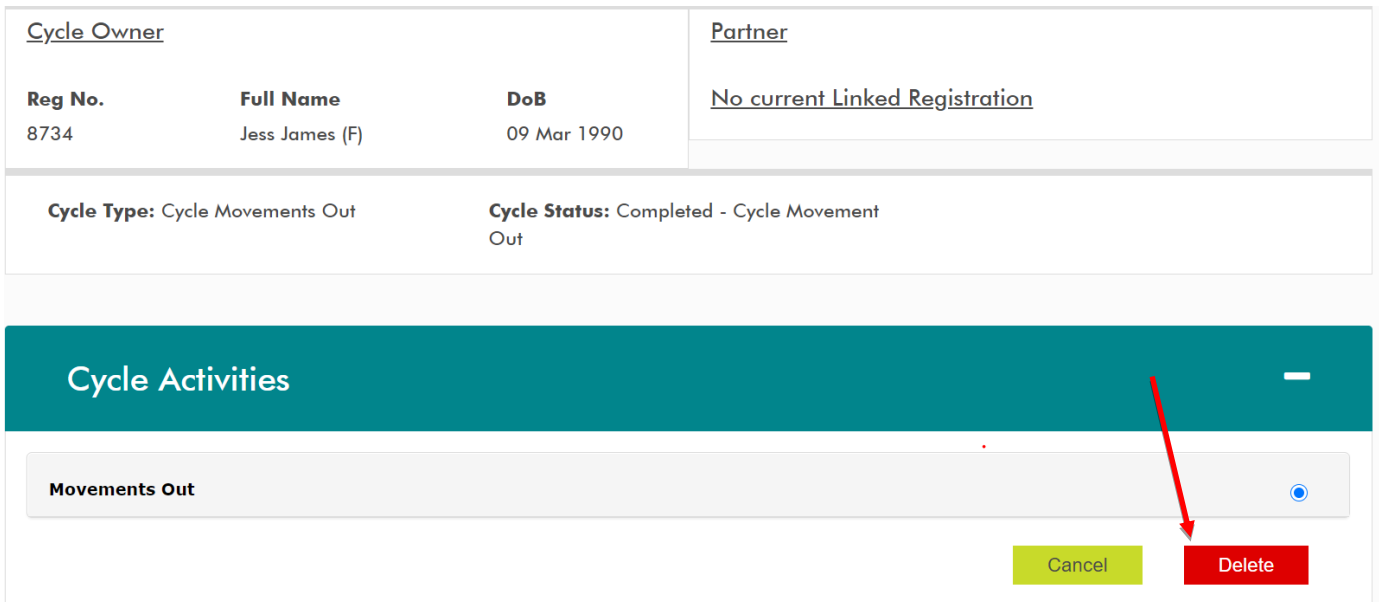
Please note, if the eggs/ gametes are used in a treatment activity, you would need to delete the treatment activity before you can delete the transfer record.

<u>Cycle Owner</u>			<u>Partner</u>
Reg No. 8734	Full Name Jess James (F)	DoB 09 Mar 1990	<u>No current Linked Registration</u>

Cycle Type: Cycle Movements Out **Cycle Status:** Completed - Cycle Movement Out

Cycle Activities

Movements Out



View and Edit

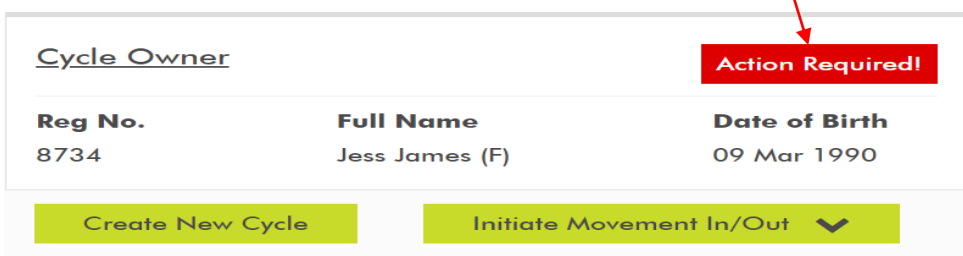
Overview

View and edit function allow a user to view, edit and update treatment records.

Registration

To edit registration, click on the “Action Required” button and fill in the fields presented to you.

<u>Cycle Owner</u>			Action Required!
Reg No. 8734	Full Name Jess James (F)	Date of Birth 09 Mar 1990	



Once the data is corrected and save, the action required button will change to green and read “view and edit”

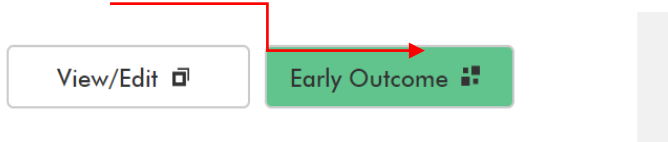
<u>Cycle Owner</u>			Edit Registration
Reg No. 8734	Full Name Jess James (F)	Date of Birth 09 Mar 1990	
Create New Cycle		Initiate Movement In/Out ▼	

Cycle

To view and edit a treatment record containing Validation errors, click “Action Required” button, review the error validation error messages and fill in the fields presented to you and save.

Cycle Date	Type & Feature	Status	
13/03/2017	DI treatment - stimulated	Completed - live birth	Action Required !

The button will turn green and read “view/edit” after the data is corrected. To view record where there is no validation rule error click on the view/edit button



For further information on data fields being entered refer to the data dictionary provided or email prism@hfea.gov.uk

FAQ

1. I have just been set up on PRISM and I haven't yet received my login details. What should I do?
In the first instance please check your spam inbox, if you still have not received anything please email prism@hfea.gov.uk
2. I am experiencing issues with buttons that are green and red. What should I do?
We are aware that some users may experience issues with buttons that are red and green and we will be making amendments throughout development.
3. I've forgotten my password- how do I reset it?
You can reset your password by clicking on the 'can't access account' button and follow the instructions
4. How do I find out my username if I don't remember it?
Your username should be your email address if not please confirm with a PR or a person set up within their clinic as a clinic portal administrator
5. Where can I find the data dictionary?
The most up-to-date version of the data dictionary can be found in the clinic portal which can be found here: <https://portal.hfea.gov.uk/knowledge-base/>

Document controls

Author	Elizabeth Marrast
Approved by	
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