



User's Manual for Malaysian Gastro-Intestinal Registry (MGIR) Web Application

(formerly known as National Endoscopy Registry – NER)

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1.0 MGIR WEB APPLICATION MODULES

1.1 Online data access and Remote data capture

1. Each SDP is given right to access its own data and is able to enter data remotely at its site via the MGIR Web Application.

1.2 Real time report

Reports are generated on a real time basis based on data entered via the online data access and Remote data capture module.

1.3 Data Standard

These documents contain definition of all variables collected in all the MGIR registries

1.4 Maintenance

This module allows user to change their password. Users are responsible to change their passwords every time they expire.

1.5 Access Control

Only authorized users can gain access to a system. Depending on the role of user, different users have different access rights to the application, i.e. some may view data only but not edit data, some may view and edit data, etc. If the application is left idle for more than 60 minutes, the application will be logged off automatically.

2.0 SECURITY

Each authorised user is required to read through, understand and sign The Security Policy for MGIR Web Application before being authorised to access the application. This is to ensure that users play an active role in ensuring security of data at their level.

2.1 Policies and Practices as follows

As a good security practice, you are **strongly advised** to:

Keep your password confidential!

- **Avoid** sharing or divulging your Password to anyone. This includes any person who may appear to represent or work for the Registry. Our administrator do not request for your password at any time.
- **Avoid** using the same Web Application Password for any other web-based services such as for e-mail or for Internet Service Provider login.
- **Avoid** choosing a Password that is easily anticipated by a third party, like your NRIC number, telephone number, date of birth, etc. You should select a unique Password to make it difficult for anyone to anticipate.
- **Avoid** writing down or "saving" your Password on your browser or any other software. Memorizes your Password.

Malaysian Gastro-Intestinal Registry (MGIR) Web Application

- If you suspect your Password may have been compromised, change your Password **immediately**.

Tips: *Your password is what tells the system that you are who you say you are. Because your password is like a key to your account, you need to safeguard it. Anyone who has your password can pose as you. Therefore, you may be held responsible for someone else's actions, if they are able to get your password. Do not record your passwords down, memorise them!*

Ensure you are accessing the correct website!

Never access the website via a hyperlink from an e-mail. Always enter the correct website address yourself, which is <https://www.macr.org.my/ener/>.

Only access Web Application using a secure and trusted computer!

- **Never** access your Web Application on computers / devices which you have doubts with regard to security, such as those located in public places. If you have to use such computers (for example, when you are outside the office), change your password once you have access to a secure computer.
- Keep your operating system (eg. Microsoft Windows) and Internet-related software updated with the latest security patches.
- Protect your computer from viruses and malicious programs with anti-virus software and firewalls where possible. Always update your anti-virus software with the latest virus signatures.
- Always log out your Internet session by clicking on the "logout" button whenever you leave your computer, even for a short while. Do not simply close the browser window when you wish to end the Web Application session.

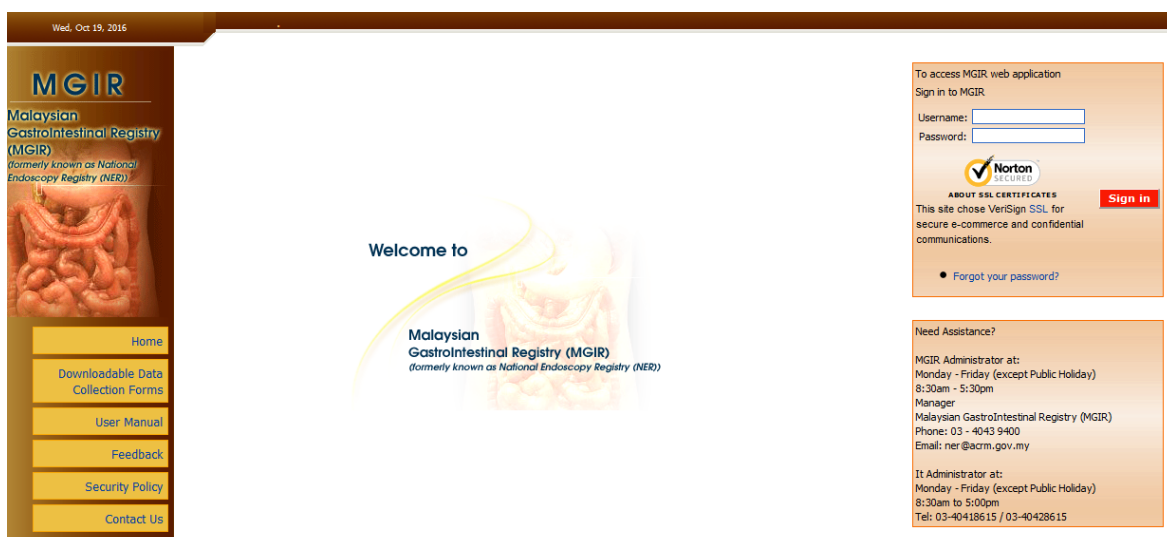
3.0 HOW TO ACCESS MGIR WEB APPLICATION

1. Register the centre as Source Data Provider with MGIR Management, contact MGIR Manager via email: ner@acrm.org.my
2. Fill in the authorization list form for the purpose of access control and sign the security policy form to receive a username and password.
3. Access to MGIR Website at <http://www.acrm.org.my>, and select MGIR on right of ACRM home page in Picture 1.0.
4. The MGIR welcome page will be displayed as shown in Picture 1.1.
5. Key in the 'username' and 'password' in the appropriate column and then, click on the 'Sign in' button.

Malaysian Gastro-Intestinal Registry (MGIR) Web Application



Picture 1.0 ACRM Home page



Picture 1.1 MGIR Welcome page

Malaysian Gastro-Intestinal Registry (MGIR) Web Application

User authentication – There are two levels of user authentication. After user logs in using 'Username' and 'password', an SMS containing 'Auth Code' will be sent to user's mobile phone. User then types in the 'Auth Code' before gaining access to the system.

6. Key in the authentication code received via SMS.

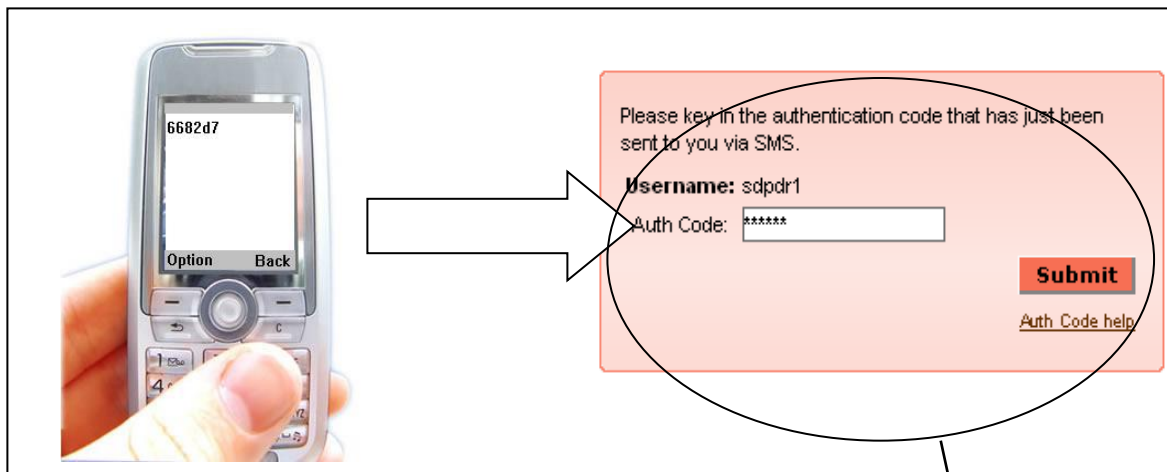
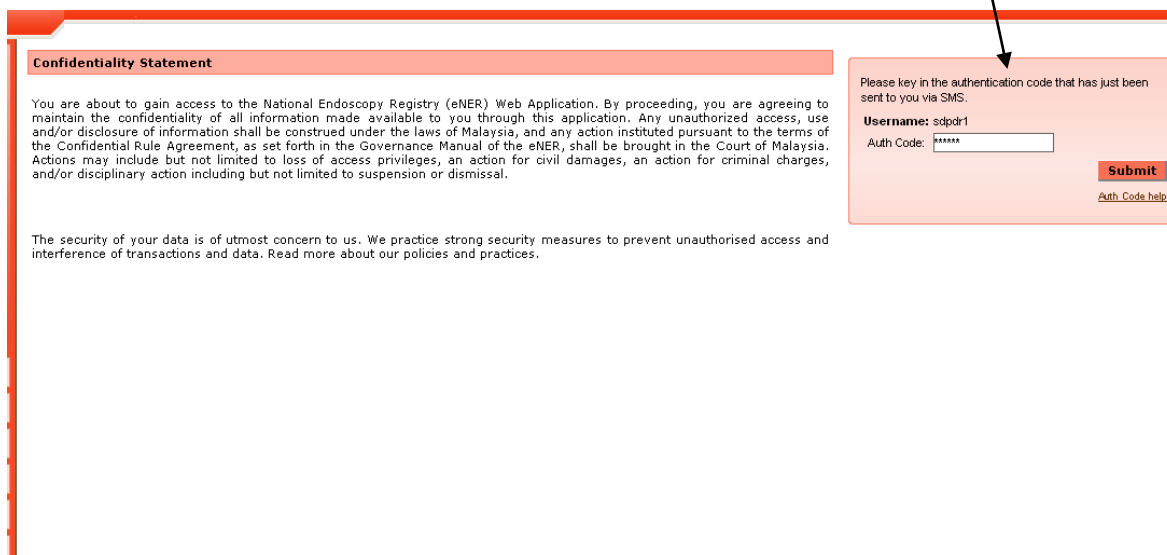


Diagram 1.1



Picture 1.2 Authentication page

Malaysian Gastro-Intestinal Registry (MGIR) Web Application

Forget Password – When users forget the password, click link “Forgot your password?” below button “Sign In”. Page (Picture 1.3) will be appearing.

Picture 1.3 *Forget Password page*

Picture 1.4 *Result Forget Password page*

The password has been sent as SMS to your handphone “Your password is sdpdr1 – from MGIR”.

4.0 STEP BY STEP PROCEDURE IN USING MGIR WEB APPLICATION

4.1 Patient List Page

After Login, Web Application will come to Patient List page.

59:51

Malaysian GastroIntestinal Registry (MGIR)

Sdpdr 1 - SDP Doctor

Patient Report Data Download Change Password Logout

Name of Report Centre: Equal to (S)
 Patient ID: Equal to (S)
 Patient Notif ID: Equal to (S)
 Patient Name: Contain ("S")
 ID No: Contain ("S")
 Date of Procedure: By Range
 Procedure: Equal to (S)
 Request Delete: Equal to (S)

Test SDP & test trigger
 From: To:
 From: To:
 From: To:
 Show Show All

No.	Patient ID	Patient Name	ID No	Document Type	Gender	Endoscopy Machine Software Date Last Updated	Notification / Total Procedure	
1	85313	TEST 20161019	820202-02-0202	MyKad / MyKd	Female		1 / 1	
2	84762	TEST 20160928	791111-11-1111	MyKad / MyKd	Male		1 / 1	
3	77078	TEST MARY SMITH	791111-11-1110	MyKad / MyKd	Female		1 / 8	
4	48165	TEST PATIENT 123	711111-11-1111	MyKad / MyKd	Male		3 / 13	
5	33733	TEST PATIENT	200101-01-0101	MyKad / MyKd	Male		1 / 2	
6	20898	TEST 1	111111-12-1111	MyKad / MyKd	Male	12-10-2009 07:32:25	2 / 3	
7	20861	TEST 20091009 1	811111-11-1111	MyKad / MyKd	Male		1 / 5	
8	1584	test jane	790510-02-5230	MyKad / MyKd	Female	10-09-2008 10:46:11	2 / 6	

Picture 1.5 Patient List Page

4.1.1 Navigation Toolbars

On top of each page there are 5 menu navigation toolbars which include:

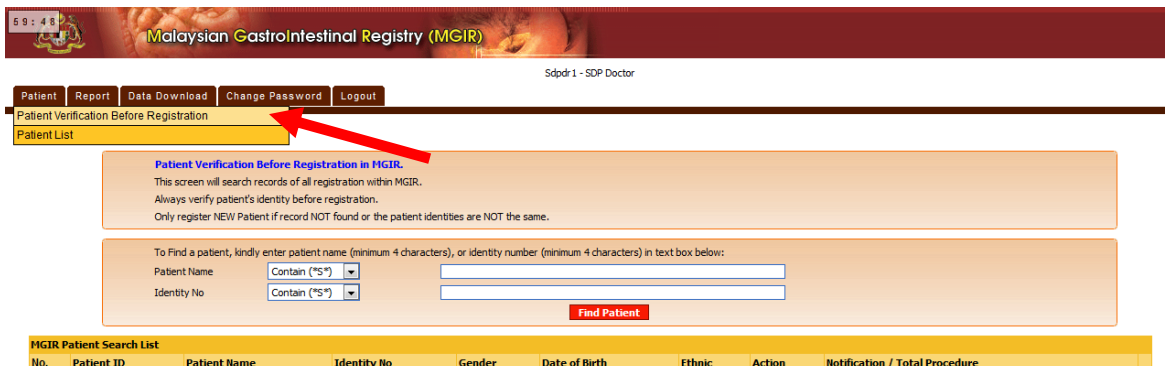
- Patient
- Report
- Data Download
- Change Password
- Logout



Picture 1.6 Navigation Toolbars

4.1.2 Patient Verification Before Registration

To REGISTER a new patient, select 'Patient Verification Before Registration' under the 'Patient' tab. Before registering a patient, please verify that the patient has not been registered in the system before. (Note: This is an important step - to avoid any duplication of patient or notification)



59:48

Malaysian Gastrointestinal Registry (MGIR)

Sdpdr1 - SDP Doctor

Patient | Report | Data Download | Change Password | Logout

Patient Verification Before Registration

Patient List

Patient Verification Before Registration in MGIR.
This screen will search records of all registration within MGIR.
Always verify patient's identity before registration.
Only register NEW Patient if record NOT found or the patient identities are NOT the same.

To Find a patient, kindly enter patient name (minimum 4 characters), or identity number (minimum 4 characters) in text box below:

Patient Name

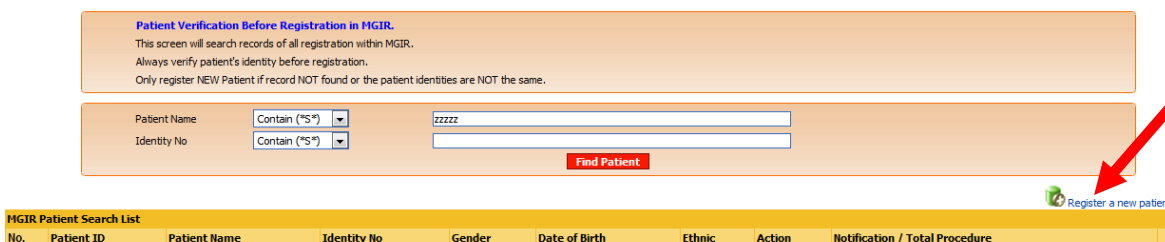
Identity No

Find Patient

No.	Patient ID	Patient Name	Identity No	Gender	Date of Birth	Ethnic	Action	Notification / Total Procedure
-----	------------	--------------	-------------	--------	---------------	--------	--------	--------------------------------

Picture 1.7 Patient Verification page

SEARCH patient by entering their Patient Name or Identity No and click on 'Find Patient' button.




Patient Verification Before Registration in MGIR.
This screen will search records of all registration within MGIR.
Always verify patient's identity before registration.
Only register NEW Patient if record NOT found or the patient identities are NOT the same.

Patient Name

Identity No

Find Patient

 Register a new patient

No.	Patient ID	Patient Name	Identity No	Gender	Date of Birth	Ethnic	Action	Notification / Total Procedure
-----	------------	--------------	-------------	--------	---------------	--------	--------	--------------------------------

Picture 1.8 Patient Verification page – Patient Not Found

If patient Not Found, button "Register a new patient" will appear. Click this button to register new patient.

Malaysian Gastro-Intestinal Registry (MGIR) Web Application

4.1.3 Patients List

Patient List can be used to view and search for the existing patients registered under your center.

To find a patient under your centre, select 'Patient List' under the 'Patient' toolbar. In the 'Search' section (Picture 1.9) search the patient by filling in the different selection criteria.

Search Section

Search filters:

- Patient ID: Equal to (S)
- Patient Name: Contain (*S*)
- ID No: Contain (*S*)
- Name of Reporting Centre: Hospital Kuala Lumpur
- Procedure Type: Equal to (S)
- Date of Procedure: Equal to (S)

Notification

No.	Patient Id	Patient Name	ID type	ID No	Gender	Notification	Endoscopy Machine Software Date Last Updated
1	743	KAMAL BAHARUDDIN	MyKad / MyKid	731113-01-5048	Male	1	18-07-2008 15:53:24
2	742	VIMALA A/P GOVINDASAMY	MyKad / MyKid	660223-01-5992	Female	1	18-07-2008 15:15:45
3	741	LAI AED HOO	MyKad / MyKid	591202-01-5903	Male	1	18-07-2008 14:25:10
4	740	MASINA BT HASSAN	MyKad / MyKid	560704-01-5214	Female	1	18-07-2008 14:19:03
5	739	CHIN FAH INN	MyKad / MyKid	301224-71-5128	Female	1	18-07-2008 12:02:20
6	738	MOHAN A/L SINNIAM	MyKad / MyKid	690709-01-6167	Male	1	18-07-2008 12:00:34
7	737	WONG LAI JOONG	MyKad / MyKid	450811-01-5272	Female	1	18-07-2008 11:57:44
8	736	GAN AH KIM	MyKad / MyKid	420519-02-5206	Female	1	18-07-2008 11:17:30
9	735	S.DAHLIANTI BT. MOHD ADAM	MyKad / MyKid	760902-01-6364	Female	1	18-07-2008 09:47:29
10	734	LIM SIAN MOI	MyKad / MyKid	531108-01-5996	Female	1	16-07-2008 11:26:49
11	733	KUMAR A/L SUPPAYAH	MyKad / MyKid	830987-77-5647	Male	2	18-07-2008 09:27:15
12	732	NG TEONG CHOON	MyKad / MyKid	491214-01-5603	Male	1	18-07-2008 09:20:23
13	731	NOOR SAHZALIZA	MyKad / MyKid	851012-01-5636	Female	1	18-07-2008 09:07:37
14	730	NORIZAN BT. MUHAMMAD	MyKad / MyKid	670114-08-5392	Female	1	

Picture 1.9 Patient List/ Search page

4.1.4 Patient View

To View Patient Particulars, click on the blue View icon 

View Patient

SECTION 1: PATIENT PARTICULARS

1**	Patient Name	Mohd ali
2**	NRIC	ID Type Armed Force ID ID No A123456
3**	Gender	Male
4**	Date of Birth	23-04-1980
5**	Ethnic group	Malay Other Malaysian, specify Foreigner, specify

Request Delete

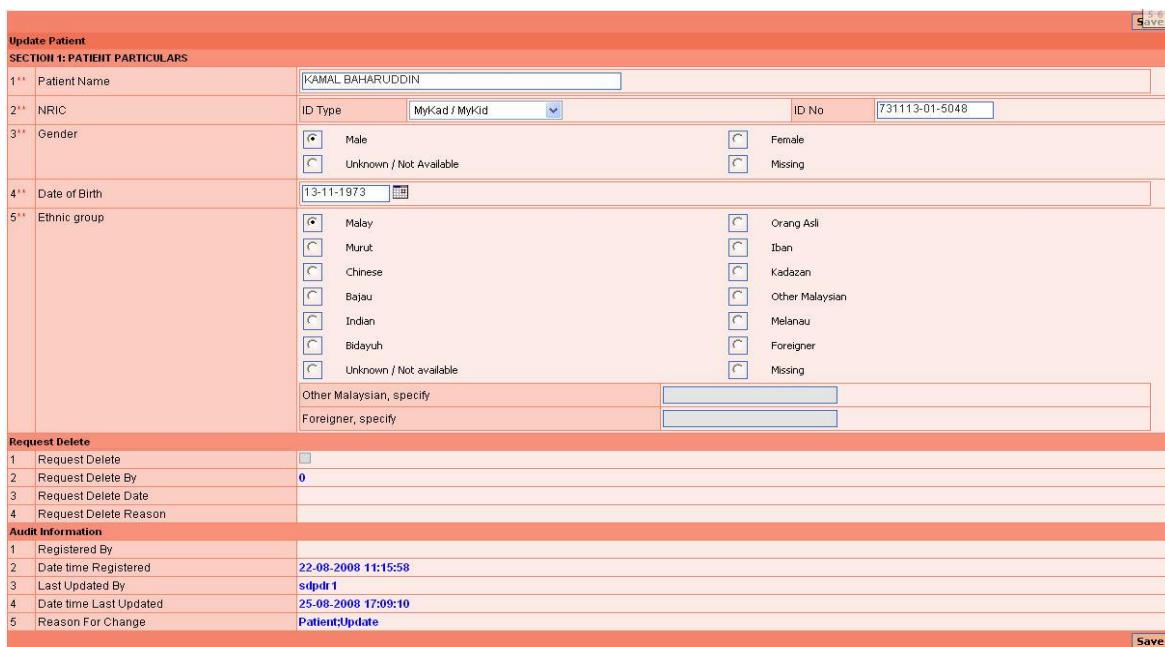
1	Request Delete	
2	Request Delete By	0
3	Request Delete Date	
4	Request Delete Reason	

Audit Information

1	Registered By	
2	Date time Registered	05-05-2008 18:06:15
3	Last Updated By	
4	Date time Last Updated	05-05-2008 18:06:15
5	Reason For Change	NERNotification;insert

4.1.5 Patient Update

To update the patient's form, click on the blue Update icon  .




Picture 1.11 Patient Update page

4.1.6 Mandatory field checking

Mandatory field cannot be blank or missing, other wise action submitted will be rejected and show the error in color red.

♦ Reason to request delete cannot be blank!




Picture 1.12 Reason to request delete cannot be blank!

4.1.7 Report for Incomplete Data

Click and get "Data Incomplete Report" for more information please refer to Section 4.4 Report.

4.2 Notification List



















To view patient notification list, click  2 on Patient List, the number right beside the icon indicates the numbers of notifications.


Patient ID: Equal to (S)
 Patient Name: Contain (*S*)
 ID No: Contain (*S*)
 Name of Reporting Centre: Equal to (S)
 Procedure Type: Equal to (S)
 Date of Procedure: Equal to (S)

Hospital Kuala Lumpur

 From To

[Report of Incomplete Data](#)

No.	Patient Id	Patient Name	ID type	ID No	Gender	Notification	Endoscopy Machine Software Date Last Updated	
1	729	TEE CHOON	MyKad / MyKid	390304-01-5022	Male	 1		 
2	688	ABD. HALIM B. MIDAK	MyKad / MyKid	016447-71-0929	Male	 2		 
3	727	KOO KONG SWEE	MyKad / MyKid	351116-01-5285	Male	 1		 
4	726	DEVAKI	MyKad / MyKid	391016-01-5292	Female	 1		 
5	725	CHENG SEW HUAT	MyKad / MyKid	490820-08-5244	Female	 1		 
6	687	CHANDRAN AJL S. KARUPPIAH	MyKad / MyKid	610708-71-5027	Male	 2		 



Patient Information

Patient Name

CHANDRAN AJL S. KARUPPIAH

Office use

687

NRIC







ID Type

MyKad / MyKid

ID No


610708-71-5027

NOTIFICATION FORM FOR NER List

No.	Patient Notif Id	Patient RN	Date of procedure	Reporting Center Name	Endoscopist From Client	OGDS	ERCP	Colonoscopy	EUS	Other Procedures	Procedure Not Done	
1	1066		17-07-2008	Hospital Kuala Lumpur	Mdm Rosaini bt Pajjan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	  
2	1067		17-07-2008	Hospital Kuala Lumpur	Mdm Rosaini bt Pajjan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	  

Picture 1.13 Patient Notification List

4.2.1 General Procedure Report

To view and print the patient report after you have completed entering data, click on  at the Notification Form for MGIR List.

Procedure Report	
Hospital Name: Test SDP & test trigger	Age: 34.71
Patient Name: TEST 20161019 (Female)	Identity No: 820202-02-0202
Patient RN: null	Date of Procedure: Wed, 19-Oct-2016

Page 1 of 1

Sedation - [Nil](#)

Colonoscopy - [\(minutes\)](#)

Name of Endoscopist: [not in list, specify](#)

Indication

Unexplained iron deficiency anemia

Findings

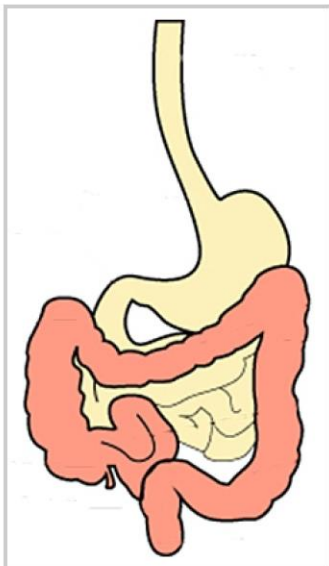
Colonic Preparation:
Bowel Preparation:
Extent Of Colonoscopy:
General Appearance:
Type of Lesions:
General Comment:

Procedure Performed - [Missing](#)

Complications - [Missing](#)

Diagnosis

Management Plan



Picture 1.12 Example General Procedure Report

Malaysian Gastro-Intestinal Registry (MGIR) Web Application

4.2.2 Notification View

To view notification, click  on Notification List.

If you want to edit the Notification, click  on Notification List, or click **Edit** in Notification View.

PROCEDURES **Notification List** **Notification** OGDS ERCP Colonoscopy EUS Other procedures

Patient Information

Reporting Center Name	Hospital Kuala Lumpur		
Patient Name	Test Patient	Patient RN	Office use 881
NRIC	ID type MyKad / MyKid	ID No	820227-02-2020
Endoscopist From Client	Test Patient		

SI : Patient Particulars **SII : Procedures** **SIII : Medication** **SIV : Procedures Selection** **Audit** **ALL** **Edit** Check (✓) if Form is Incomplete

Notification Form For IER (View)

SECTION I: PATIENT PARTICULARS

1** Patient Name	Test Patient	2	Patient RN
3** NRIC	ID Type MyKad / MyKid	ID No	820227-02-2020
4** Gender	Female		
5** Date of Birth	27-02-1982		
6** Ethnic group	Malay		
	Other Malaysian, specify		
	Foreigner, specify		
7 Contact number	Homephone	Mobile	Office
8 Occupation	Government employee		
	Other, specify		

SI : Patient Particulars **SII : Procedures** **SIII : Medication** **SIV : Procedures Selection** **Audit** **ALL** **Edit**

Picture 1.14 Patient Notification List

4.2.3 Procedures Toolbars

There are 7 menu navigators on top of Notification View. Simply click it and go to relevant procedure page.

PROCEDURES **Notification List** **Notification** OGDS ERCP Colonoscopy EUS Other procedures

Picture 1.15 Procedures Toolbars

Malaysian Gastro-Intestinal Registry (MGIR) Web Application

4.2.4 Update Notification

Please fill-in all the editable fields in Notification form, and click **Save Notification Only** to save changes. Please see 4.1.6 for Mandatory field checking.

PROCEDURES **Notification List** **Notification** OGDS ERCP Colonoscopy EUS Other procedures

Patient Information

Reporting Center Name: Hospital Kuala Lumpur

Patient Name: Test Patient Patient RN: Office use: 881

NRIC: ID type: MyKad / MyKId ID No: 820227-02-2020

Endoscopist From Client: Test Patient

Check (✓) if Form is Incomplete ☐ **Save Notification Only**

SI : Patient Particulars **SII : Procedures** SIII : Medication SIV : Procedures Selection Audit ALL

Notification Form For IER (Update)

SECTION I : PATIENT PARTICULARS

1** Patient Name: Test Patient 2 Patient RN:

3** NRIC: ID Type: MyKad / MyKId ID No: 820227-02-2020

4** Gender: Female

5** Date of Birth: 27-02-1982

6** Ethnic group: Malay

Other Malaysian, specify: Foreigner, specify:

7 Contact number: Homephone: Mobile: Office:

8 Occupation: ☒ Government employee ☐ Volunteer(non-paid) ☐ Homemaker ☐ Unemployed (able to work) ☐ Retiree
☐ Non-government employee ☐ Self employed ☐ Student ☐ Unemployed (unable to work) ☐ Unknown / Not available
☐ Missing ☐ Others, specify: Other, specify:

SI : Patient Particulars **SII : Procedures** SIII : Medication SIV : Procedures Selection Audit ALL

Save Notification Only

PROCEDURES **Notification List** **Notification** OGDS ERCP Colonoscopy EUS Other procedures

Patient Information

Reporting Center Name: Hospital Kuala Lumpur

Patient Name: Test Patient Patient RN: Office use: 881

NRIC: ID type: MyKad / MyKId ID No: 820227-02-2020

Endoscopist From Client: Test Patient

Check (✓) if Form is Incomplete ☐ **Save Notification Only**

SI : Patient Particulars **SII : Procedures** SIII : Medication SIV : Procedures Selection Audit ALL

Notification Form For IER (Update)

SECTION II : PROCEDURES

1** Date of procedure: 27-09-2008 2** Age at notification: 26.5 (auto calculated)

3 Time of procedure(hh:mm) (Please use format time 24 hour): i. Start time: ii. Stop time: iii. Duration(minutes): (auto calculated)

4 Urgency: ☐ Elective ☐ Emergency ☐ Unknown / Not available ☒ Missing

5 Timing: ☐ Office hours ☐ Out of office hours ☐ Unknown / Not available ☒ Missing

6** Source: ☒ Internal ☐ External ☐ Unknown / Not available ☐ Missing

If External

Hospital Name: Hospital Type: ☐ Government Hospital with specialist ☐ Government Health Clinic ☐ Private Clinic
☐ Government Hospital without specialist ☐ Private Hospital ☐ Unknown / Not available
☐ Missing

7 Referring Doctor:

8 Indication: ☐ OGDS ☐ ERCP ☐ Colonoscopy
☐ Endoscopy Ultrasonography (EUS) ☐ Unknown / Not available ☒ Missing

Picture 1.15 Notification Update/Edit Page

4.2.5 Update Procedure details page

After saving notification form in 4.2.4, the page will automatically go to the relevant procedure details page. There are 5 different procedure pages that can be entered: OGDS, ERCP, Colonoscopy, EUS and Other procedures.



Picture 1.16 Procedures details page

4.2.5.1 OGDS

To view or edit OGDS, click “OGDS” on navigator bar, fill-in all mandatory fields, and click **Save OGDS only** to save.

PROCEDURES **Notification List** Notification **OGDS** ERCP Colonoscopy EUS Other procedures

Check (✓) if Form is Incomplete ☐ **Save OGDS only**

Patient Information

Reporting Center Name	Hospital Kuala Lumpur		
Patient Name	Test Patient	Patient RN	Office use 881/1287
NRIC	ID Type MyKad / MyKId	ID No	820227-02-2020
Name of Endoscopist	Test Patient		
Name of Supervisor			

SI: A)Oes **SI: B)Stomach** **SI: C)Pylorus** **SI: D)Duodenum** **SI: Proc Performed** **S. III: Cx** **SIV: Diagnosis** **Audit** **ALL**

NER - OGDS (Update)

SECTION I : FINDINGS A) OESOPHAGUS

1 Location of Z-line cm

2 ** General Appearance ☐ Normal (If Normal, kindly complete Section B Stomach) ☐ Abnormal ☐ Unknown / Not available ☒ Missing

If Abnormal

3 Type of Lesions ☐ Oesophagitis ☐ Oesophageal Ulcer ☐ Oesophageal Varices ☐ Oesophageal Stricture ☐ Oesophageal Tumour

4 Barrett's Oesophagus Length of segment cm

5 Congenital / Anatomical Anomaly ☐ Web (Paterson-Kelly) ☐ Diverticula ☐ Cyst ☐ Ring (Schatzki) ☐ Hiatus Hernia ☐ Others Specify

6 Other Findings ☐ Mallory Weiss Tear ☐ Foreign Body ☐ Achalasia ☐ Others Specify

SI: A)Oes **SI: B)Stomach** **SI: C)Pylorus** **SI: D)Duodenum** **SI: Proc Performed** **S. III: Cx** **SIV: Diagnosis** **Audit** **ALL**

Save OGDS only

Picture 1.17 Notification - OGDS

ERCP

To view or edit ERCP, click “ERCP” on navigator bar, fill-in all mandatory fields, and click **Save ERCP Only** to save.

PROCEDURES **Notification List** Notification OGDS **ERCP** Colonoscopy EUS Other procedures

Patient Information

Reporting Center Name	Hospital Kuala Lumpur		
Patient Name	Test Patient	Patient RN	Office use 881/1287
NRIC	ID Type MyKad / MyKid	ID No	820227-02-2020
Name of Endoscopist	Test Patient		
Name of Supervisor			

Check (✓) if Form is Incomplete ☐ **Save ERCP Only**

SI: A) Biliary **SI: B) Pancreas** **SII: Proc Performed** **SIII: Cx** **SIV: Diagnosis** **Audit** **ALL**

Patient Notification ERCP (Update)

SECTION I: FINDINGS - ERCP A) BILIARY

1 ** Papilla

<input type="checkbox"/> Major	<input type="checkbox"/> Normal	<input type="checkbox"/> Oedematous	<input type="checkbox"/> Tumour	<input type="checkbox"/> Other
<input type="checkbox"/> Previous Sphincterotomy	<input type="checkbox"/> Bulging	<input type="checkbox"/> Periapillary Diverticulum		
Others, specify				
<input type="checkbox"/> Minor	<input type="checkbox"/> Normal	<input type="checkbox"/> Oedematous	<input type="checkbox"/> Tumour	<input type="checkbox"/> Other
<input type="checkbox"/> Previous Sphincterotomy	<input type="checkbox"/> Bulging	<input type="checkbox"/> Periapillary Diverticulum		
Others, Specify				

2 ** Papillary Secretion

<input type="radio"/> Not Seen	<input type="radio"/> Blood	<input type="radio"/> Others
<input type="radio"/> Bilious	<input type="radio"/> Pus	<input type="radio"/> Unknown / Not available
<input checked="" type="radio"/> Missing		
Others, specify		

3 ** Bile Duct Cannulation / Opacification

<input type="radio"/> Yes	<input type="radio"/> No (Kindly complete Section B Pancreas)
<input type="radio"/> Unknown / Not Available	<input checked="" type="radio"/> Missing

If Bile Duct Cannulation / Opacification Yes

4 ** Bile Duct

<input type="checkbox"/> Calibre	
<input type="checkbox"/> Stricture	
<input type="checkbox"/> Bile Duct Stone	
<input type="checkbox"/> Mirizzi Syndrome	
<input type="checkbox"/> Bile Duct Injury	
Comments	

5 Gallbladder

<input type="radio"/> Opacified	<input type="radio"/> Not Opacified	<input type="radio"/> Unknown / Not available	<input checked="" type="radio"/> Missing
Opacified <input type="checkbox"/> Normal <input type="checkbox"/> Stone(s) <input type="checkbox"/> Polyp(s) <input type="checkbox"/> Suspected Tumour <input type="checkbox"/> Specify			

6 Other Findings

<input type="checkbox"/> Sclerosing Cholangitis	
<input type="checkbox"/> Choledochal Cyst	
<input type="checkbox"/> Biliary Worm Infestation	
<input type="checkbox"/> Others, Specify	

SI: A) Biliary **SI: B) Pancreas** **SII: Proc Performed** **SIII: Cx** **SIV: Diagnosis** **Audit** **ALL**

Save ERCP Only

Picture 1.18 Notification - ERCP

4.2.5.2 Colonoscopy

To view or edit Colonoscopy, click “Colonoscopy” on navigator bar, fill-in all mandatory fields, and click **Save Colonoscopy Only** to save.

PROCEDURES **Notification List** Notification OGDS ERCP **Colonoscopy** EUS Other procedures

Patient Information

Reporting Center Name	Hospital Kuala Lumpur		
Patient Name	Test Patient	Patient RN	Office use 881/1/287
NRIC	ID Type MyKad / MyKId	ID No	820227-02-2020
Name of Endoscopist	Test Patient		
Name of Supervisor			
Colonic Preparation	<input type="radio"/> PEG <input type="radio"/> Sodium Phosphate <input type="radio"/> None <input type="radio"/> Others <input type="radio"/> Unknown / Not available <input checked="" type="radio"/> Missing		

Check (✓) if Form is Incomplete ☐

Save Colonoscopy Only

SI: Findings **SII: Proc Performed** **SIII: Cx** **SIV: Diagnosis** **Audit** **ALL**

Update Patient Notification Colon

SECTION I: FINDINGS

1 **	Bowel Preparation	<input type="radio"/> Excellent(no or minimal solid stool) <input type="radio"/> Good(no or minimal solid stool with large amount of clear fluid requiring suction) <input type="radio"/> Unknown / Not available	<input type="radio"/> Fair(Collection of semisolid debris that are cleared with difficulty) <input type="radio"/> Poor(solid or semisolid debris that cannot be effectively cleared) <input checked="" type="radio"/> Missing
2 **	Extent Of Colonoscopy	<input type="radio"/> Terminal Ileum <input type="radio"/> Ascending Colon <input type="radio"/> Transverse Colon <input type="radio"/> Descending Colon <input type="radio"/> Rectum Only <input type="radio"/> Cecum <input type="radio"/> Hepatic Flexure <input type="radio"/> Splenic Flexure <input type="radio"/> Sigmoid Colon <input type="radio"/> Surgical Anastomosis <input type="radio"/> Unknown / Not available <input checked="" type="radio"/> Missing	
3 **	General Appearance	<input type="radio"/> Normal(if Normal, kindly complete Section II Procedure Performed) <input type="radio"/> Unknown / Not available	<input type="radio"/> Abnormal <input checked="" type="radio"/> Missing

If Abnormal

4 **	Type of Lesions :	<input type="checkbox"/> Haemorrhoids <input type="checkbox"/> Carcinoma <input type="checkbox"/> Polyp <input type="checkbox"/> Colitis <input type="checkbox"/> Ulcer <input type="checkbox"/> Other Findings
General Comment :		

SI: Findings **SII: Proc Performed** **SIII: Cx** **SIV: Diagnosis** **Audit** **ALL**

Save Colonoscopy Only

Picture 1.19 Notification - Colonoscopy

4.2.5.3 EUS

To view or edit EUS, click “EUS” on navigator bar, fill-in all mandatory fields, and click **Save EUS only** to save.

PROCEDURES Notification List Notification OGDS ERCP Colonoscopy **EUS** Other procedures

Check (✓) if Form is Incomplete ☐

Section I **Section II: Cx** **Section III: Diagnosis** **Audit Information** **ALL** **Save**

Update Patient Notification Eus

SECTION I

1 ** Performed by

2 Supervised by

3 ** Site ☐ Upper GI ☐ Lower GI

4 ** Type of Scope ☐ Linear ☐ Radial ☐ Miniprobe

5 ** Findings

6 Fine Needle Aspiration (FNA) ☐

i. Needle

☐ 19G ☐ 22G ☐ 25G ☐ Tru Cut

☐ Unknown/Not applicable ☒ Missing

ii. Site

Section I **Section II: Cx** **Section III: Diagnosis** **Audit Information** **ALL** **Save**

Picture 1.20 Notification - EUS

4.2.5.4 Other Procedures

To view or edit Other Procedures, click “Other procedures” on navigator bar, fill-in all mandatory fields, and click **Save OTHER Only** to save.

PROCEDURES Notification List Notification OGDS ERCP Colonoscopy EUS **Other procedures**

Check (✓) if Form is Incomplete ☐

Patient Notification OTHER **Audit Information** **ALL** **Save OTHER Only**

Patient Notification OTHER (Update)

SECTION I

1 ** Performed by

2 Supervised by

3 ** Indication

4 ** Procedure Performed ☐ Capsule Endoscopy ☐ Enteroscopy ☐ Others, specify

☐ Push ☐ Double Balloon ☐ Single Balloon

☐ Unknown / Not available ☒ Missing

5 ** Findings

SECTION II : DIAGNOSIS

1 ** Diagnosis

i. Endoscopic Diagnosis

ii. Management Plan

Patient Notification OTHER **Audit Information** **ALL** **Save OTHER Only**

Picture 1.21 Notification – Other Procedures

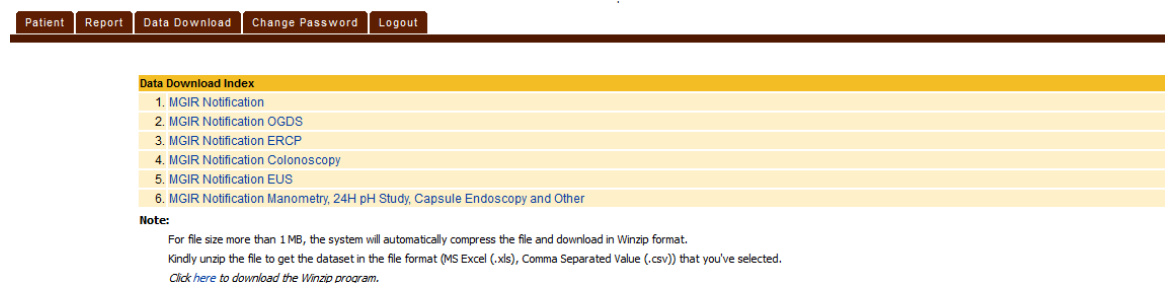
4.3 Data Download

Data entered in Patient Notification, OGDS, ERCP, Colonoscopy, EUS and Other Procedures form are downloadable.

Click on the 'Data Download' menu button.

Data Download

Data Download page will be displayed as shown on Picture 1.22.



Picture 1.22 Data download page

Click on MGIR Notification in Picture 1.22 to download data from MGIR Notification form.

Click on Patient Notification OGDS in Picture 1.22 to download data from Notification OGDS form.

Click on Patient Notification ERCP in Picture 1.22 to download data from Notification ERCP form.

Click on Patient Notification EUS in Picture 1.22 to download data from Notification EUS form.

Click on Patient Notification Other in Picture 1.22 to download data from Notification Other Procedures form.

A. Download data from MGIR Notification Form

Click on "MGIR Notification" in Picture 1.22. Select data of field(s) you want to download the data. Click Submit to begin download process. You can choose to download in .txt, .xls (Excel format) or CSV (comma-separated values, for more information, please see http://en.wikipedia.org/wiki/Comma-separated_values)

Malaysian Gastro-Intestinal Registry (MGIR) Web Application

I. Select data of field(s) you want to download the data.

Search Criteria:

- Patient ID: Equal to (S) [5 9 : 2 8]
- Name of patient: Contain (*S*)
- Mykad/ Mykid: Contain (*S*)
- Name of reporting centre: Equal to (S)
- Date of Procedure: By Range
- Endoscopist From Client: Contain (*S*)
- Last Updated By: Contain (*S*)

Submit

Patient Information:

- Reporting Center Name: ☒
- Endoscopist From Client: ☒

Check (X) if Form is Incomplete ☐
Check (X) to select all ☐

SI : Patient Particulars SII : Procedures SIII : Medication SIV : Procedures Selection ALL

Check (X) to select all in Section I ☐

SECTION I: PATIENT PARTICULARS

1**	Patient Name	<input checked="" type="checkbox"/>	2	Patient RN	<input checked="" type="checkbox"/>
3**	NRIC	ID Type <input checked="" type="checkbox"/>	ID No	<input checked="" type="checkbox"/>	
4**	Gender	<input type="checkbox"/>			
5**	Date of Birth	<input type="checkbox"/>			
6**	Ethnic group	<input type="checkbox"/>			
		Other Malaysian, specify <input type="checkbox"/>			
		Foreigner, specify <input type="checkbox"/>			
7	Contact number	Homephone <input type="checkbox"/>	Mobile <input type="checkbox"/>	Office <input type="checkbox"/>	
8	Occupation	<input type="checkbox"/>			
		Other, specify <input type="checkbox"/>			

SI : Patient Particulars SII : Procedures SIII : Medication SIV : Procedures Selection ALL

Picture 1.23 MGIR Notification Data download page

II. Select file type

Download NOTIFICATION FORM FOR HER List

No of variable for download: 16
No of records available: 73

Select Data for Download

Download as file type: Text (Tab delimited) (*.txt)

Download

Picture 1.24 MGIR Notification Data download page

III. Press Download

Download NOTIFICATION FORM FOR HER List

No of variable for download: 16
No of records available: 73

Select Data for Download

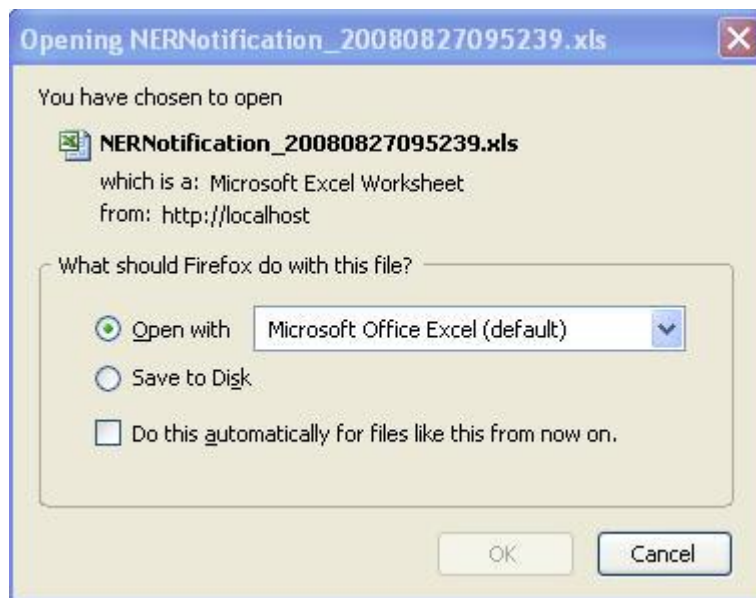
Download as file type: Text (Tab delimited) (*.txt)

Download

Note: Don't close this page or browse away while download is in progress. You'll see a File Download popup as shown when the file is ready to be downloaded. Keep in mind that a 150KB file can take up to 5 minutes to download depending on your connection speed.

Picture 1.25 MGIR Notification Data download in progress page

IV. Open or Save to Disc Dialog



Picture 1.26 Download Dialog box

V. Data Download Result

Microsoft Excel - NERNotification_20080827095239

	A	B	C	D	E	F	G	H
	No	Reporting Centre	Endoscopist_FrmClient	Patient Name	Patient RN	IDD oc	ID No	Gen
1	1	Hospital Kuala Lumpur	Mdm Rosaini bt Pajian	CHANDRAN A/L S. KARUPPIAH		MyKad / MyKid	610708-71-5027	Mali
2	2	Hospital Kuala Lumpur	Mdm Rosaini bt Pajian	CHANDRAN A/L S. KARUPPIAH		MyKad / MyKid	610708-71-5027	Mali
3	3	Hospital Kuala Lumpur	Mdm Rosaini bt Pajian	ABD. HALIM B. MIDAK	878969	MyKad / MyKid	016447-71-0929	Mali
4	4	Hospital Kuala Lumpur	Mdm Tuan Nur? Azmah bt Tuan Mat	TEST		MyKad / MyKid	521212-14-5555	Mali
5	5	Hospital Kuala Lumpur	Dr Abraham George	ONG ENG SENG		MyKad / MyKid	650924-01-5363	Mali
6	6	Hospital Kuala Lumpur	Dr Abraham George	TestERCP		MyKad / MyKid	457899-63-6334	Mali
7	7	Hospital Kuala Lumpur	Mdm Rosaini bt Pajian	TestERCP		MyKad / MyKid	457899-63-6334	Mali
8	8	Hospital Kuala Lumpur	Mdm Tuan Nur? Azmah bt Tuan Mat	MAIMUNAH BT GHAFAR		MyKad / MyKid	370915-01-5330	Ferr
9	9	Hospital Kuala Lumpur	Mr Kumaravelu Muthiah Kumar	SHAWAL BIN MOHD YASSIN		MyKad / MyKid	490217-01-5655	Mali
10	10	Hospital Kuala Lumpur	Dr Abraham George	MOHD HASSAN B ABDUL AZIZ	884076	MyKad / MyKid	530303-05-5235	Mali
11	10	Hospital Kuala Lumpur	Dr Abraham George	MOHD HASSAN B ABDUL AZIZ	884076	MyKad / MyKid	530303-05-5235	Mali

Ready NUM

Picture 1.27 Download Examples

4.4 Report

Click on the 'Data Download' menu button.

Report

Report page will be displayed as shown on Picture 1.28.



Picture 1.28 Report page

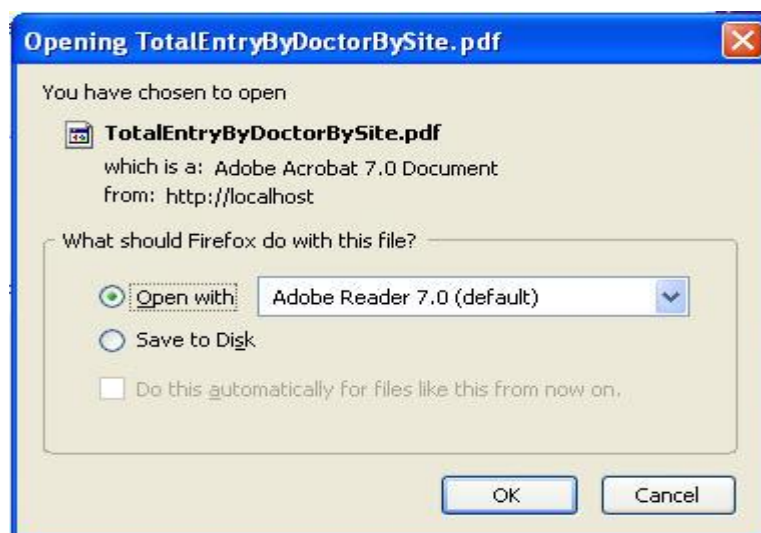
Click on report link to view the report. Report filter page will display as shown in Picture 2.16.



Picture 1.29 Report Filter page

Click on **Get Report** button to open or save report.

I. Open or Save to Disc Dialog



Picture 1.30 Report Dialog box

II. Report Result

Malaysian GastroIntestinal Registry (MGIR)

Submission Report (Total by Site, Endoscopist, Urgency, Timing)

Name of Reporting Centre: Test SDP & test trigger

Name of Endoscopist: Doctor

OGDS				
	Elective	Emergency	Unk	Total
Office Hour	1	0	0	1
Out of Office Hour	0	0	0	0
Unk	0	0	0	0
Total	1	0	0	1

ERCP				
	Elective	Emergency	Unk	Total
Office Hour	1	0	0	1
Out of Office Hour	0	0	0	0
Unk	0	0	0	0
Total	1	0	0	1

Colonoscopy				
	Elective	Emergency	Unk	Total
Office Hour	0	0	0	0
Out of Office Hour	0	0	0	0
Unk	0	0	0	0
Total	0	0	0	0

EUS				
	Elective	Emergency	Unk	Total
Office Hour	0	0	0	0
Out of Office Hour	0	0	0	0
Unk	0	0	0	0
Total	0	0	0	0

Manometry				
	Elective	Emergency	Unk	Total
Office Hour	0	0	0	0
Out of Office Hour	0	0	0	0
Unk	0	0	0	0
Total	0	0	0	0

24H pH Study				
	Elective	Emergency	Unk	Total
Office Hour	0	0	0	0
Out of Office Hour	0	0	0	0
Unk	0	0	0	0
Total	0	0	0	0

Capsule Endoscopy				
	Elective	Emergency	Unk	Total
Office Hour	0	0	0	0
Out of Office Hour	0	0	0	0
Unk	0	0	0	0
Total	0	0	0	0

Other Procedure				
	Elective	Emergency	Unk	Total
Office Hour	0	0	0	0
Out of Office Hour	0	0	0	0
Unk	0	0	0	0
Total	0	0	0	0

Picture 1.31 Report example

4.5 Change Password

To change the password, click on the 'Change Password' menu toolbar, fill in the details as below and click the Submit button.

Doctor sdp the dr 1 - (SDP Doctor)

Patient Report Data Download **Change Password** Logout

Change Password

To change your password, please enter your existing password, enter the new password and retype your new password in the text boxes. 'New Password' and 'Retype Password' should match.

Old Password

New Password

Retype New Password

Picture 1.32 Change Password page

4.6 Help Desk Support

Note: The MGIR User's Manual is subjected for amendment in future for better quality of MGIR.

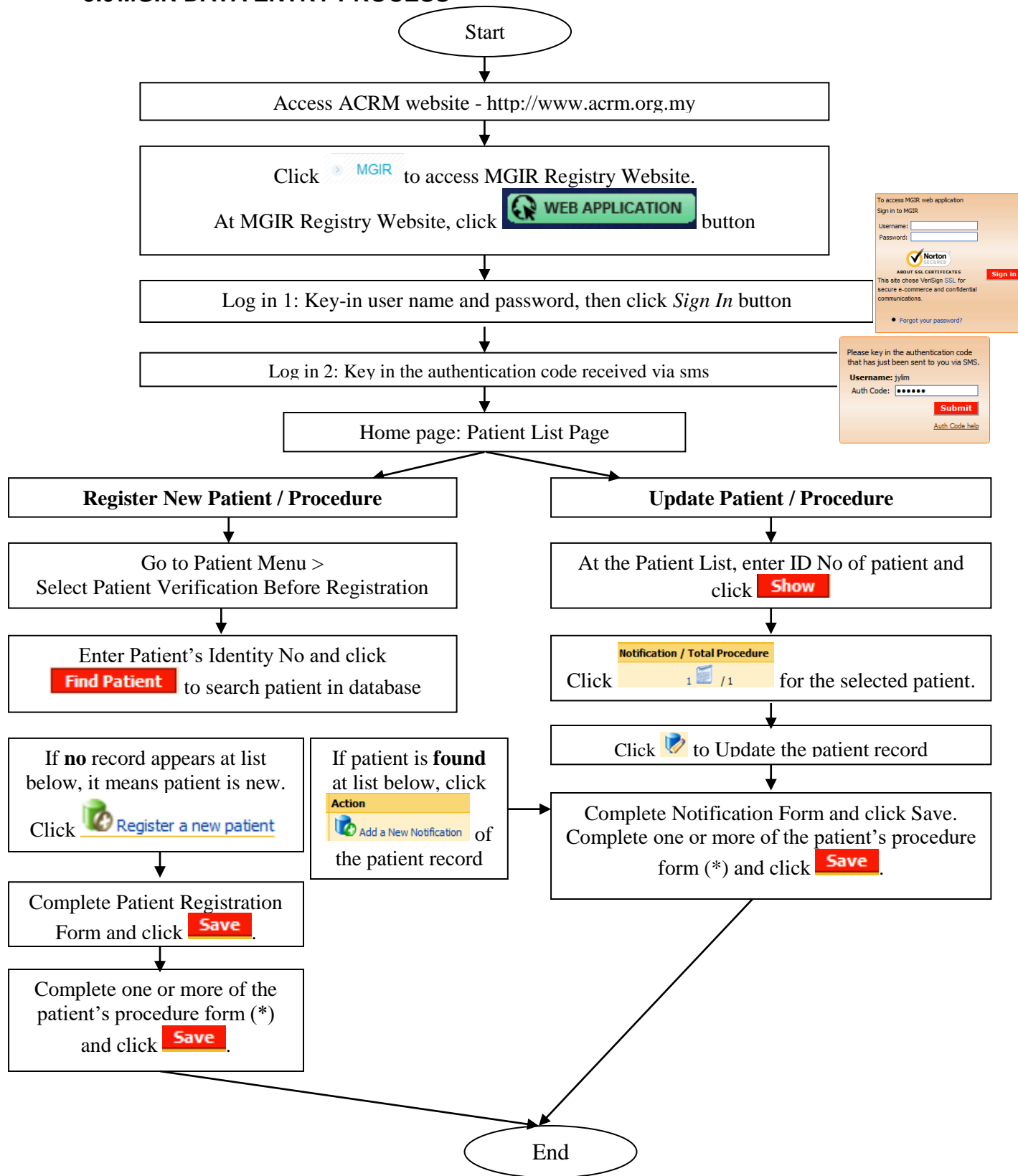
For assistance in completing your application or if you experience technical difficulties using this site, including problems related to data entry, please contact:

- 1) The Registry Manager:
Phone: 603-4043 9400
Email: ner@acrm.org.my
Address: Manager,
Malaysian GastroIntestinal Registry (MGIR),
c/o Clinical Research Centre,
3rd Floor MMA House,
Jalan Pahang,
53000 Kuala Lumpur

OR

- 2) The IT Administrator at: Tel: 603-40418615 / 603-40428615

5.0 MGIR DATA ENTRY PROCESS



* Procedur Forms: ERCP / Colonoscopy / EUS / Manometry / 24H pH Study / Capsule Endoscopy / Other Procedures)