PowerTrials
Children’s National Health System
Utilizing the PPM Application to Run the Activated Prescreening Rule
Accessing the PPM Application

The Patient Protocol Manager (PPManager or PPM) application is the tool utilized to run the Prescreening Rule developed for your study. It is located within the CITRIX Cerner Millennium Application portal (i.e. the same location where you would access Bear Tracks/PowerChart) and is accessible via the bottom-right toolbar or on the Children’s National Health System (CNHS) Intranet.

Once the PPM icon has been selected you will be asked to log in using your general CNHS system credentials.
Navigating Through the PPM – Finding Your Study

Once you have logged into the PPM application successfully and the user interface has opened, you may now navigate to your specific study using the “All Protocols” folder tree. This vertical folder tree consists of numerous file folders that depict each individual research department (as per CNHS Grants & Contracts designations) and within them reside each individual protocol for which a PowerTrials Prescreening rule has been activated. Each protocol is identified by the study’s IRBear Protocol Number (i.e. PRO000xxxx). If you are unsure of your specific grants and contracts research department name or your specific IRB Protocol Number please contact the PowerTrials Prescreening Support Team for assistance.

Once your individual IRBear Protocol Number has been identified, double-click your study to view it within the user interface.

Note: Access to a given study is contingent upon the PowerTrials Support Team providing access to each individual user. Unless associated as a legitimate study staff member you will not be allowed to view any content related to the study in PPM or Cerner PowerChart applications.)
Navigating Through the PPM – Running the Prescreening rule

To begin the process of running the Prescreening rule, navigate to the “Run Pre-Screening” icon (under the task menu on the top toolbar).
Once selected, the “Run PreScreening” prompt will appear within the user interface. This prompt is used to specify under which conditions you wish the Prescreening rule to run and also requests additional information required to run the rule. Please modify the prompt as specified below:

- **1) Execution Mode:** Select “Pre Screen”
- **2) Evaluation Start Date and Evaluation End Date:** Enter the date range during which you wish to search for eligible patients
- **3) Encounter Type:** Select “Any”
- **4) Facility to be evaluated:** Select “Any,” or select the specific department in which you wish to search if applicable
- **5) Age Qualifier:** Enter age range of eligible patients if desired. Leave as “Any” if not required (Note: If your Prescreening rule already utilizes age as a Prescreening rule criteria you may complete this field as “Any”)
- **6) Gender:** Enter gender of eligible patients if desired. Leave as “Any” if not required
- **7) Protocols to be Considered:** If you have selected your study via the above process, PowerTrials Prescreening should automatically select your study in this field. Please double-check to ensure the selection is accurate
- **8) Select “Execute” at the bottom of the prompt.** Once all steps have been completed a “Report Output” prompt will open informing you of how many patients are being evaluated against your Prescreening rule.
Once you have executed the initiation of the Prescreening rule a “Report Output “prompt will appear. This “initial” report will inform you of the number of patients being evaluated against your rule (i.e. the number of patients that have a recorded visit during the time frame you specified). This report serves this purpose while the actual Prescreening rule runs in the background. You may immediately close the “Report Output” prompt (by selecting “X” in top-right corner of page) and then close the “Run Prescreening” prompt (by selecting “Cancel” on the bottom-right corner of the prompt).
Navigating Through the PPM – Checking the Prescreening Job Status

The PowerTrials Prescreening process may take several minutes dependent on the size of the rule (i.e. the number of criteria) and the number of patient records being evaluated. While the Prescreening job is in process you may check its progress via the “Prescreening Job Status” icon (to right of the “Run Prescreening” icon).
Once opened find the log line for the current instance of running the rule and find the “status” column. If the rule has not completed the search the field will state “Pending.” Once the rule has completed searching all responses in this field will transition to “Complete.” (Note: To ensure that the status result is the most current please periodically refresh the job status using the refresh button (two, revolving blue arrows icon).

Once “Complete” right click the log line and select “Print preview Report” and then “Execute” to see all patients that qualify based on your prescreening rule. The patients will also be located on the home interface page of the PPM application once you select your study in the “All Protocols” menu. If you select a patient here you can access their EMR record in PowerChart by right-clicking their name and selecting “Launch PowerChart.”
Eligible Patient Report in PPM

<table>
<thead>
<tr>
<th>Potential Patients</th>
<th>CNIC_MPN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Smith, BabyGirl</td>
<td>12345678</td>
</tr>
<tr>
<td>Doe, John</td>
<td>87654321</td>
</tr>
<tr>
<td>Doe, Jane</td>
<td>01010101</td>
</tr>
<tr>
<td>Smith, BabyBoy</td>
<td>10101010</td>
</tr>
</tbody>
</table>

30260 Obesity & Metabolic Syndrome
Pre-Screened Patients
Selecting this icon allows the user to view an aggregate list of all patients derived from running the Prescreening rule for a given study. The list will include each patient from each completed run of the rule and will list them in alphabetical order by last name. This feature also allows this data to be viewed in order by first name and chronologically by date Prescreening rule completed as well.
If You Should Need Assistance:

For technical questions related to PowerTrials, please contact the Children’s National Help Desk at 202-476-HELP (x4357).

For any other questions related to PowerTrials, please contact Jurran Wilson at 202-476-2196.

Wishing you great success with your recruitment and enrollment efforts,

The Children’s National PowerTrials Team