

## MWCCS Visit Code LDMS Reference Guide

### Summary:

As of V105 visit (starting 01-Oct-2024), the MWCCS project employs a set of new Visit Codes within the Specimen Management Module of LDMS to denote different types of collections. When filling out the Visit Field labs are now required to implement the new codes in place of the previously used *Vst* code. The new Visit Codes are as follows:

LDMS VISIT UNIT CODE	DESCRIPTION
B/L	Baseline
CFU	Core Follow Up
SHR	Short
PFT	PFT
PK	PK
OMB	Oral MB
CRW	Crosswalk

The new visit codes can be implemented by 2 different ways:

1. **Visit Specific Quick Add Templates:** Each lab can create 7 unique Quick Add templates, one for each Visit Code. For example, a Baseline template can be created that includes only the specimens collected at the Baseline visit. When using this Baseline template the Visit Code will automatically be set to *B/L* and the set of specimens created in LDMS will be only those required for a Baseline visit.
2. **Single Quick Add Template + Manual Visit Code Selection:** Each lab can establish only one Quick Add template with no default Visit Code that includes the specimens collected at every visit type. When completing data entry in LDMS the user must carefully select the appropriate Visit Code and manually remove specimens not collected at the applicable visit.

## Method 1: Visit Specific Quick Add Templates

With the Visit Specific method, each lab must create 7 unique templates, one for each Visit Code within the *Quick Add Templates* utility of the Specimen Management Module in LDMS. When using these unique templates to add samples into the database, technicians will first choose the appropriate visit template within the *Quick Add* utility of LDMS. The template will automatically load the appropriate Visit Code and limited specimen collections expected for this visit on the Quick Add screen.

1. Navigate to *Quick Add* from the Specimen Management drop-down.
2. Apply the Project filter “MWCCS” to narrow down template list results.

The screenshot shows the LDMS Quick Add interface. At the top, the 'Specimen Management' dropdown menu is open, with 'Quick Add' selected. A red arrow labeled '1.' points to this menu. On the left, the 'Template Filters' section has 'Project' set to 'MWCCS', highlighted with a red box and a red arrow labeled '2.'. The main form area includes fields for 'Project', 'ID1', 'OPIDs', and 'Enrollment Information' (ID2). There are also buttons for 'Add ID1', 'Upload ID1 File', and 'Add OPID'.

3. Select the appropriate template from the Template drop down menu.

The screenshot shows a dropdown menu for selecting a template. The options listed are: Baseline, Core Follow Up, Crosswalk Visit, Oral MB Visit, PFT Visit, PK Visit, and Short.

4. Select *Yes* to confirm and load the template onto the Quick Add screen. The visit code and expected collections will auto-populate.

The screenshot shows a 'Confirm' dialog box with the text: 'Would you like to load the template data? This will clear any data that you have previously entered.' There are 'Yes' and 'No' buttons at the bottom.

5. Fill-in or edit fields according to typical workflow.

Project: MWCCS \*

ID1 / PID:  Add ID1 / PID Upload ID1 / PID File

OPIDs:  Add OPID

OPID	Action

Enrollment Information

ID2 / Study: MWCCS \*

Visit Information

ID3:

Clinic: X826

Collection Date: dd/MMM/yyyy \*

Visit Value:

Visit Units: SHR

Primary Information

#	Primary Type	Additive Type	Condition	Collection Time	Received Date	Received Time	Volume	Volume Units	Additional Time	Additional Time Units	Other Spec	Action
1	BLD	SST	SAT	HH:mm	dd/MMM/yyyy	HH:mm	8.5	ML				Edit

Aliquots for Primary #1

Total Aliquots	Derivative Type	Sub A/D Type	Condition	Volume	Volume Units	Other Specimen ID	Action
8	SER	N/A	SAT	0.5	ML		Edit

Annotations:

- Auto-populated visit code (points to Visit Units)
- Visit-specific collections (points to Collection Date)

## Method 2: Single Quick Add Template + Manual Visit Code Selection

With this method labs maintain only one Quick Add template that includes all collection types and has no default Visit Code. Technicians will first choose this template within the *Quick Add* utility of LDMS. The template will load a comprehensive set of specimen collections and will default Visit Code to null/empty. The technician must then carefully select the appropriate Visit Code from the visit code drop-down and manually remove any specimens not collected at the applicable visit.

1. Navigate to *Quick Add* from the Specimen Management drop-down.
2. Apply the Project filter “MWCCS” to narrow down template list results.
3. Select the appropriate template from the Template drop down.

For example, *MWCCS V104 POS FEMALE*.

4. Select *Yes* to confirm and load the template onto the Quick Add screen. The visit code will not auto-populate. The expected collections will auto-populate.

- Carefully input the appropriate visit code from the provided list of new codes in the *Visit Unit* field. For example, *SHR*, or Short Visit. Do not input the previously used *Vst* code.

Participant Information

Project: MWCCS \*

ID1 / PID: \* Add ID1 / PID Upload ID1 / PID File

OPIDs: Add OPID

OPID	Action

Enrollment Information

ID2 / Study: MWCCS \*

Visit Information

ID3:

Clinic: X857

Collection Date: dd/MMM/yyyy \*

Visit Value:

Visit Units: SHR

Carefully input the appropriate visit code.  
Do not use, *Vst*.

Primary Information Add New

#	Primary Type	Additive Type	Condition	Collection Time	Received Date	Received Time	Volume	Volume Units	Additional Time	Additional Time Units	Other Spec	
1	BLD	SST	SAT	HH:mm	dd/MMM/yyyy	HH:mm	35	ML			201	Edit
2	URN	NON	SAT	HH:mm	dd/MMM/yyyy	HH:mm	15	ML			211	Edit
3	BLD	EDT	SAT	HH:mm	dd/MMM/yyyy	HH:mm	30	ML			203	Edit
4	VAG	NON	SAT	HH:mm	dd/MMM/yyyy	HH:mm	1	EA			212	Edit
5	BLD	EDT	SAT	HH:mm	dd/MMM/yyyy	HH:mm	2	CRD			224	Edit

- Fill-in or edit all remaining fields according to typical workflow including removing all specimen rows not applicable to this visit type.