

# LDMS™

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The use of FSTRF-defined Templates for available protocols makes it easier for laboratory staff to enter samples into LDMS by pre-populating the specimen entry screen with expected specimens. Specimen information is pre-loaded based on the protocol-defined collections which are detailed in Section 4 of the protocol Lab Processing Chart (LPC).

## Quick Add Templates

Specimen Management ▾  
Specimen Management  
Quick Add  
Quick Add Templates

Hover over Specimen Management in the LDMS menu bar and select Quick Add. Before entering any information in the form select the desired template using the steps below.

Template Filters

Project  
ACTG/IMPAACT  
PROTOCOL  
A5343

Visit  
Filter by visit value...

Visit Unit  
Filter by visit unit...

Clear Filters

**2** The applied filters will narrow the list of templates. Select the template from the menu, to load the expected specimens for that visit. Consult Section 4 of the protocol Lab Processing Chart (LPC) to determine which to select. ▶

Template  
Select a template...  
A5343 ENTRY VISIT  
A5343 PREM TREATMENT/STUDY DISC VISIT  
A5343 SCREENING VISIT  
A5343 WEEK 1, 3, 5, 7, 36 VISIT  
A5343 WEEK 128 VISIT  
A5343 WEEK 14, 18, 22 VISIT  
A5343 WEEK 16 VISIT  
A5343 WEEK 2 VISIT

▲ **1** In the **Template Filters** menu set the Project and Protocol. If your study has a large number of visits then setting the **Visit** and **Visit Unit** will help limit the listing.

Confirm

Would you like to load the template data? This will clear any data that you have previously entered. Template Comments: EDTA tubes may be logged into LDMS as BLD/EDT or BLD/DPE; either tube type is acceptable for this protocol. Please change the TBD value in the Primary Grid to the appropriate additive. Please correct serum tube code and volume if a red top is used instead of SST.

Yes No

◀ **3** After selecting the template a confirmation message will appear. This message also contains comments written by the study's laboratory technologist that should be reviewed.