

HIV Zip Study

LDMS User Support

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Data Entry Requirements

PID is in format ZZNNNN{A,B,C,M}

- ZZ is the corresponding ZIP clinic ID number
- NNNN is numeric
- The last character is from set {A,B,C,M}
- Example PID: 211234A

Screening ID is in format SZZNNNN

- ID starts with 'S' to signify 'screening'
- ZZ is the corresponding ZIP clinic ID number
- NNNN is numeric
- Example Screening ID: S211234
- In cases where a participant is screening but not enrolled they may only have a screening ID. In these cases the PID should be set to 'NOPID'
- Screening ID is not required and can be left blank if a PID is present
- Clinic is required and will auto populate from the ZIP clinic ID number in the PID

Shipping Destinations

| LDMS Lab ID | Туре | Name |
|-------------|-------------|---|
| 33 | Testing Lab | Quest Diagnostics |
| 272 | Testing Lab | Hospital das Clìnicas da Faculdade de Medicine de Ribeirão Preto |
| 243 | Repository | Fisher BioServices |

Data Entry—LDMS (Windows)

Group: ZIP

PID (ID1): ZZNNNN{A,B,C,M}

Study (ID2): ZIP

Screening ID (ID3): SZZNNNN

Visit: Numerical value of visit

Unit: Visit unit
Clinic: Auto-populates

| | Group | TYPE1 | ID1 | TYPE2 | ID2 | TYPE3 | ID3 | Visit Unit | OPID | CLINIC | Detail 🔺 |
|-----|-------|-------|---------|-------|-------|--------------|---------|------------|------|--------------|------------|
| 1 | ZIP ▼ | PID | 211234A | Study | ZIP 🔻 | Screening ID | S211234 | 2.00 Wk | | Z21 ▼ | Details |
| 2 | ▼ | | | | | | | _ | | ▼ | Details |
| 3 | ▼ | | | | | | | | | ▼ | Details |
| 4 | ▼ | | | | | | | | | ▼ | Details |
| 5 | ▼ | | | | | | | _ | | ▼ | Details |
| l c | ▼ | | | | | | | | I. | ▼ | Dataile ▼ |

HIV Zip Clinics

Data Entry—LDMS (web)

| ID | Name | |
|-----|---|---|
| Z21 | Brazil –HGNI site 5097 | |
| Z22 | Ft Lauderdale FI –Childrens Center site 5055 | , |
| Z23 | Puerto Rico –U of PR site 6601 | |
| Z24 | Miami FL U of M site 4201 | |
| Z25 | Brazil –IPPMG site 5071 | |
| Z26 | Puerto RicoSan Juan site 5031 | |
| Z27 | Brazil -HSE site 5072 | l |
| Z28 | Bronx-Lebanon site 5114 | , |
| Z29 | Brazil -UFMG site 5073 | |
| Z30 | Brazil -FMRP site 5074 | |
| Z31 | Houston - Baylor Texas Children's Hospital Site 3801 | |

Group: ZIP

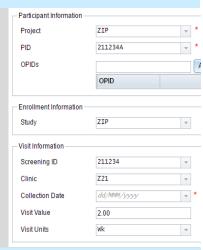
PID (ID1): ZZNNNN{A,B,C,M}

Study (ID2): ZIP

Screening ID (ID3): SZZNNNN

Visit: Numerical value Unit: Visit unit

Clinic: Auto-populates



Logging in Samples with no PID—LDMS (web)

This includes step-by-step instruction on logging in samples with NOPID:

- All ZIP samples with NOPID are grouped under the same record in Specimen Management.
- The unique Screening ID can be found in the Visits grid.
- If a NOPID is assigned a valid PID this must be changed using the Manage Enrollments window.
- To access the Manage Enrollments window open the Edit drop down menu for each Primary Specimen and select Manage Enrollments.
- Edit the information in the provided fields and Click Update and Save
- Do not change NOPID from the Edit Participant Window as this will assign all NOPID Screening IDs to the same PID

