

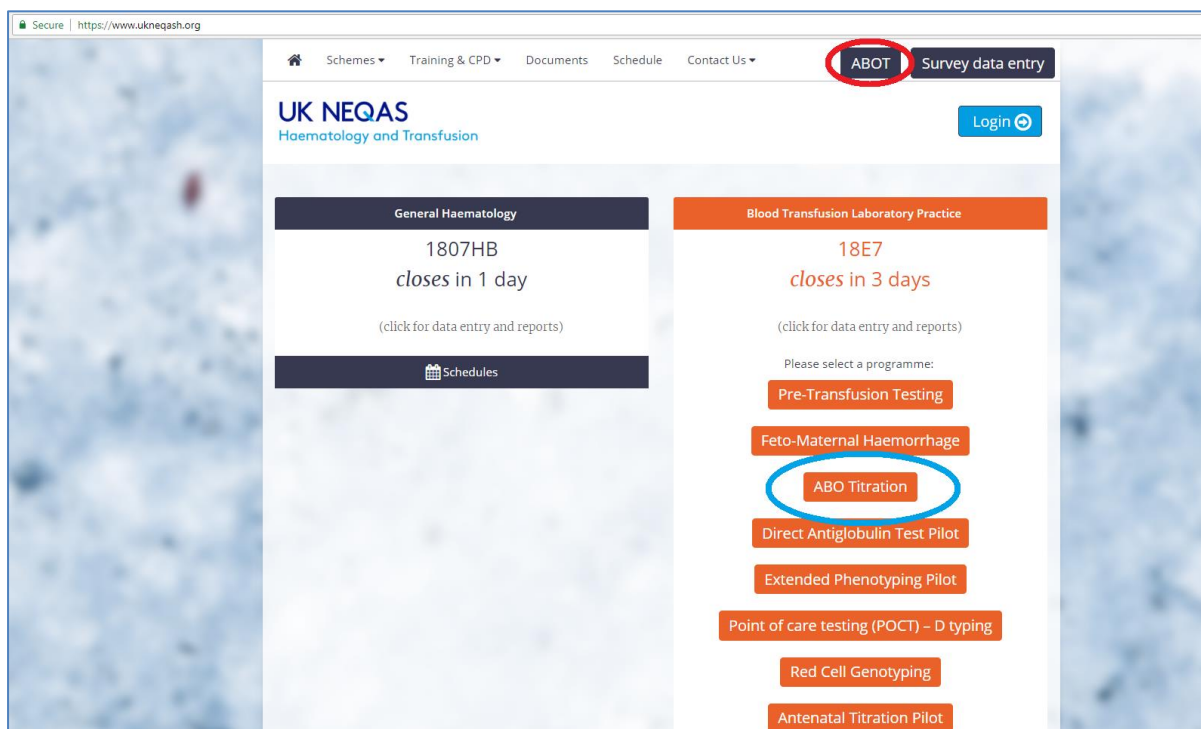
## UK NEQAS (BTLP) ABO Titration Scheme Instructions for data entry

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## Logging into ABO titration

Go to [www.ukneqasbtlp.org](http://www.ukneqasbtlp.org)



Either click on the “**ABOT**” button in the top right hand corner. Alternatively click the middle of the orange BTLP section which will open up a list of all schemes, then click on the required scheme.

A screenshot of the login form. It has a title 'Login' at the top. There are three input fields: 'Lab Code / PRN or Email' with the value '26000', 'Identity' with the value '12345', and 'Password' with masked characters '.....'. Below the input fields are two buttons: 'Login' and 'Reset your password' (circled in red).

Enter your PRN, Identity and Password. If you are subscribing to the main BTLP Scheme please use the ones you would normally use to login to the BTLP results entry website. If not registered for the main BTLP Scheme you should have received login details by email.

## Reset Password

If you have forgotten your password please click **'Reset your password'**, and an email with a link to a page where you can reset your password will be sent to you automatically. Click on the link in the email.

The screenshot shows a 'Reset Password' interface. On the left, there is a form with three input fields: 'New password', 'Password strength' (a progress bar), and 'Confirm password'. Below these fields is a dark blue button labeled 'Save password'. On the right, there are three informational boxes: a light blue box for 'Password requirements', a yellow box for 'Do Not:' instructions, and a green box for 'Do:' instructions.

**Reset Password**

Reset Password

New password

Password strength

Confirm password

**Save password**

**Password requirements:**

We DO NOT enforce strict password requirements other than to expect a mixture of numbers and letters in your password with a minimum length of 8 characters :

However for your own security we have provided some guidance to help you choose a more secure password.

**Do Not:**

- Use a password you have used on other websites
- Use first names, surnames, dates of birth, bank account numbers or other information that can easily be associated with you

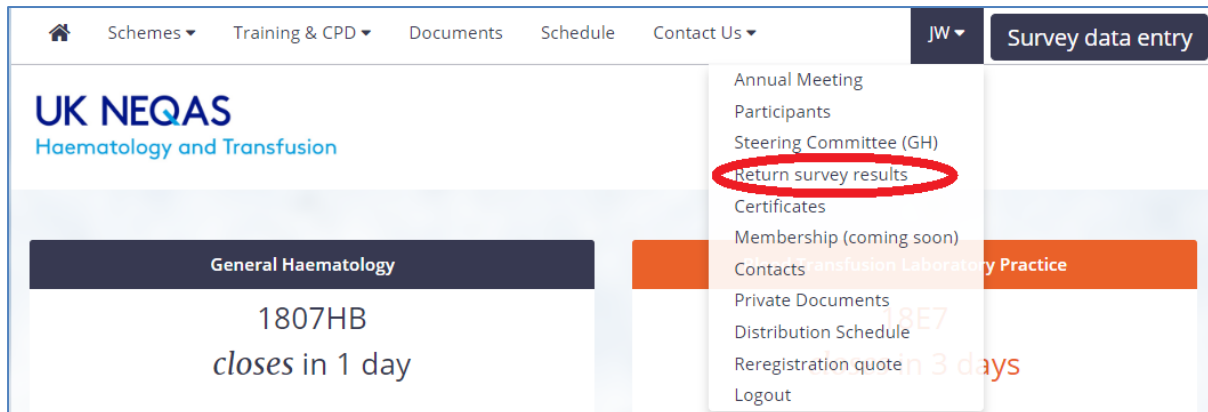
**Do:**

- Use a mixture of uppercase, lowercase, digits and non-alphanumeric characters (For example: !, \$, #, or %)
- Try to use 12 or more characters
- Check that the password strength is green for your chosen password
- Use a password manager

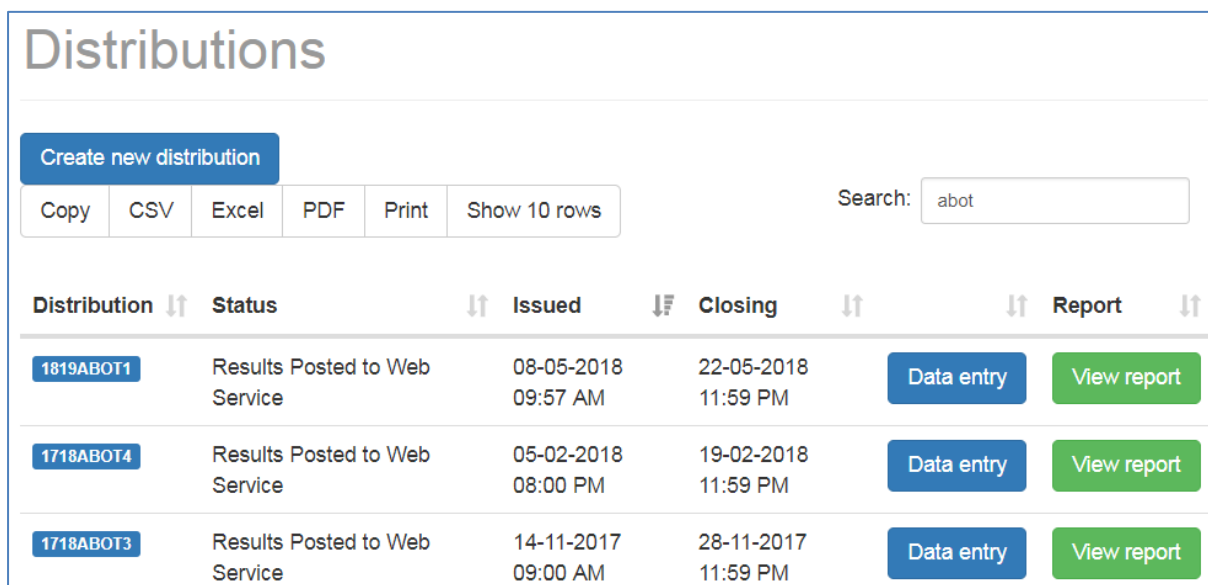
Setup a new password and click the **'Save password'** button. Please read what to do and not to do when selecting a new password. This is for your own safety.

## Distributions page

You should be taken directly to the “**Distributions**” section of the website, but if you are already logged in, to get to the correct part of the website, click on your initials on the top right hand corner and from the drop down menu select “**Return survey results**” to display the distributions page.



A list of distributions will be shown, to filter for the correct type of scheme, type “**ABOT**” into the search box in the top right corner. Please note that the search term stays in the box if you go back to the page.



The screenshot shows the 'Distributions' page. At the top, there is a 'Create new distribution' button. Below it, there are buttons for 'Copy', 'CSV', 'Excel', 'PDF', 'Print', and 'Show 10 rows'. A search box contains the text 'abot'. The main content is a table with the following columns: Distribution, Status, Issued, Closing, and Report. Each row represents a distribution record with associated dates and buttons for 'Data entry' and 'View report'.

Distribution	Status	Issued	Closing	Report
1819ABOT1	Results Posted to Web Service	08-05-2018 09:57 AM	22-05-2018 11:59 PM	Data entry View report
1718ABOT4	Results Posted to Web Service	05-02-2018 08:00 PM	19-02-2018 11:59 PM	Data entry View report
1718ABOT3	Results Posted to Web Service	14-11-2017 09:00 AM	28-11-2017 11:59 PM	Data entry View report

Click the ‘Data entry’ button to access the data entry page for the current distribution.

# Data entry – questionnaire

A short series of questions will appear as soon as data entry is opened. If possible, please complete these at this stage and click the ‘Submit questionnaire’ button to proceed to data entry of results.

It is possible to ‘skip’ the questionnaire at this stage, but after submitting results you will be re-directed to it.

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Please complete the questionnaire before proceeding to data entry

Do you provide ABO titration results to support transplant programme(s)?

Yes, for ABO incompatible renal transplant (Select all applicable)

- Liver
- Renal
- HSCT
- Heart
- Lung
- Other (Please Specify)

No

Which of the following actions are undertaken regarding red cell antibodies (other than ABO)?

Perform (or obtain results of) an antibody screen/panel (by IAT +/- DRT) on every patient sample received for titration

Perform (or obtain results of) an antibody screen/panel (by IAT +/- DRT) on the patient only before first titration is performed

Do not perform or obtain results of an antibody screen/panel for patients undergoing ABO titration

Other (please specify)

Is your titration technique automated?

Yes, fully (dilutions, set-up and reading)

Yes, partially (Select all applicable)

No

Do you use the NIBSC reference preparation 14/300 (high titre anti-A and anti-B) as part of your titration testing protocol?

Yes

No

If results are submitted without completing the questionnaire, it is possible to complete it until the exercise is closed, by clicking on the ‘Complete questionnaire’ button on the screen displaying the list of ABOT exercises – this button will revert to ‘View summary’ when the questionnaire is completed.

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### Distributions

Copy CSV Excel PDF Print Show 10 rows Search:

Distribution	Status	Issued	Closing	Report
1617AB0T4	Distribution Data Posted to Web Service	07-03-2017 02:03 PM	21-03-2017 02:03 PM	<input type="button" value="Complete questionnaire"/> <input type="button" value="View report"/>
1617AB0T3	Results Posted to Web Service	29-11-2016 12:11 PM	13-12-2016 02:12 PM	<input type="button" value="View summary"/> <input type="button" value="View report"/>

Showing 1 to 2 of 2 entries

Previous **1** Next

## Data entry page - home screen

ABOT data entry opens with the screen for recording sample quality and dates of receipt and testing. Enter the dates using the calendar function, and the sample quality, the default for sample quality is “satisfactory”. If unsatisfactory is selected, a freetext box will open, allowing comments to be added. Results can still be entered is “Unsatisfactory” is selected, and these results will be scored.

If the calendar function does not work, please try another browser (Chrome, Firefox etc...) in the first instance, and contact us if this does not work.

Scheme: **ABO Titration** Distribution: **1718ABOT4** Closing: **5 months ago**  
PRN: Status: **Submitted on 25 May 2018, 12:45** [View Summary](#)  
[Submit results and complete](#)

Date Received: 13/02/2018 12:00 AM  
Assay Date: 13/02/2018 12:00 AM

Sample quality

Patient 1 Satisfactory  
Patient 2 Satisfactory  
Patient 3 Satisfactory

**DRT Standard** IAT Standard DRT In-house IAT In-house (untreated) IAT In-house DTT Treated (or equivalent)  
[Save results](#)

Tabs for reporting results for different techniques are available along the bottom of the screen.

- DRT Standard
- IAT Standard
- In-House DRT
- In-House IAT (untreated plasma)
- In-House IAT (DTT treated (or equivalent))
- A<sub>1</sub> typing (where applicable for the exercise)

Click on the tab for the first set of results to be entered.

## Data entry page – entering results

Click on the appropriate tab (circled below) to enter data for any or all of the following techniques:

The screenshot shows the 'DRT Standard' tab selected. The page title is 'Results' and the sub-header is 'DRT Standard'. There are three input fields for Patient 1, Patient 2, and Patient 3, with values 16, 2, and 4 respectively. A 'Save results' button is located at the bottom right.

When entering results for in-house techniques, the technology must be selected from the top dropdown list.

The screenshot shows the 'DRT In-house' tab selected. The page title is 'Results' and the sub-header is 'DRT In-house'. A dropdown menu labeled 'Technique' is highlighted with a red circle and shows 'Immucor' as the selected option. Below it are three input fields for Patient 1, Patient 2, and Patient 3, with values 8, 4, and 2 respectively. A 'Save results' button is located at the bottom right.

Titration results are required to be numeric and a base 2 number, e.g. 2, 4, 8, 16, 32. Error messages will be shown (as above) where results are not in the correct format.

Titration results must be entered for at least one technique in order to be accepted for submission, unless sample quality has been recorded as 'unsatisfactory'.

A<sub>1</sub> typing will only be displayed where samples for A<sub>1</sub> typing are provided with the exercise. This is an optional non-scoring test and should only be completed if this test is undertaken in clinical practice.

## Data entry – A1 typing (optional)

Where A<sub>1</sub> typing has been undertaken, select the appropriate response from the dropdown list for each 'Patient' sample.

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ABO Titration-1617ABOT4 Closes in 2 weeks from now PRN: 26000

Patient 1 Satisfactory

Patient 2 Satisfactory

Patient 3 Satisfactory

Date Received: 06/03/2017 12:00 Assay Date: 06/03/2017 12:00

Submit results and complete

DRT Standard IAT Standard DRT In-house IAT In-house (untreated) IAT In-house DTT Treated (or equivalent) **A1 typing**

Patient W Positive

Patient Y Negative

Patient Z Please select from below

- Positive
- Negative
- Unable to test
- Unable to determine

Save results



## Data entry – saving, deleting, and submitting results

The screenshot shows a web interface for entering blood typing results. At the top, the status is 'Submitted on 25 May 2018, 12:45'. There are two buttons: 'Submit results and complete' (circled in red) and 'View Summary' (circled in orange). Below this, there are input fields for 'Date Received' and 'Assay Date', both set to '13/02/2018 12:00 AM'. A 'Sample quality' section contains three dropdown menus for 'Patient 1', 'Patient 2', and 'Patient 3', all set to 'Satisfactory'. Below this is a navigation bar with tabs: 'DRT Standard', 'IAT Standard', 'DRT In-house', 'IAT In-house (untreated)', and 'IAT In-house DTT Treated (or equivalent)'. The 'Results' section is currently displaying 'IAT In-house DTT Treated (or equivalent)'. It includes a 'Technique' dropdown set to 'BioVue' and three input fields for 'Patient 1', 'Patient 2', and 'Patient 3'. At the bottom right, there is a 'Save results' button (circled in red).

Clicking the **'Save results'** button will validate the data entry for errors or missing data. If data is not in the correct format or incomplete, messages will appear to explain what needs to be edited or completed.

Up until the closing date, data that has been entered and saved can be edited or removed, and updated by clicking **'Save results'** again.

When results are ready for submission, click on the **'Submit results and complete'**. This will produce a summary of results which can be printed/saved as a pdf by clicking on the **"Create pdf"** button. If A<sub>1</sub> typing has been undertaken this will also show on the summary.

Results that have been submitted cannot be edited without contacting the Scheme.

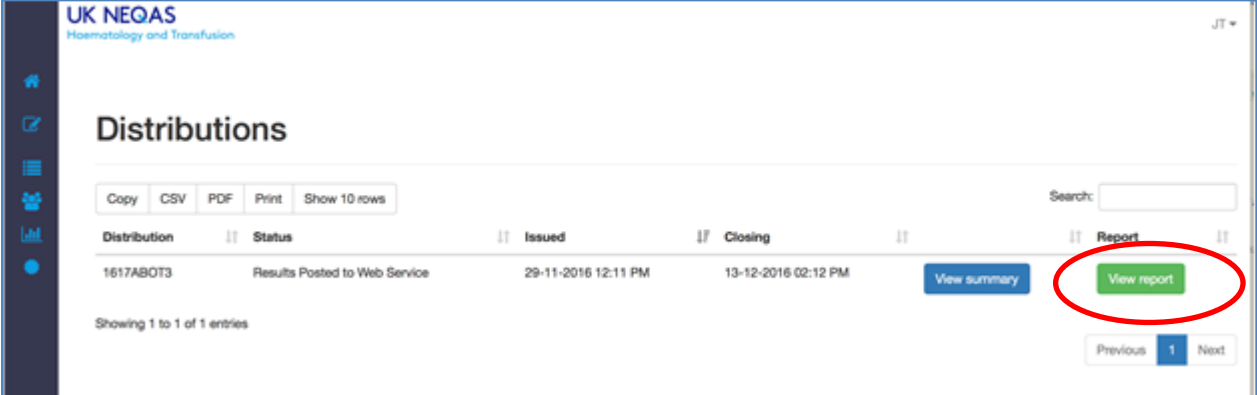
The screenshot shows a summary page for 'ABO Titration' with ID '1819ABOT1' and PRN: 26000. It lists 'Patient 1 Satisfactory', 'Patient 2 Satisfactory', and 'Patient 3 Satisfactory'. Below this is a table comparing 'DRT Standard' and 'IAT Standard' results for three patients. A 'Create PDF' button is circled in red. At the bottom, there is a link to 'Return to distribution menu'.

DRT Standard	IAT Standard
Patient 1 : 32	Patient 1 : 16
Patient 3 : 32	Patient 2 : 128
Patient 2 : 64	Patient 3 : 256

## Accessing reports

Login to the ABO titration webpages and go to the distributions page (as described earlier).

If there is a report available for a distribution a green 'view report' button will be present. Click on this button to display your report on screen (in HTML).



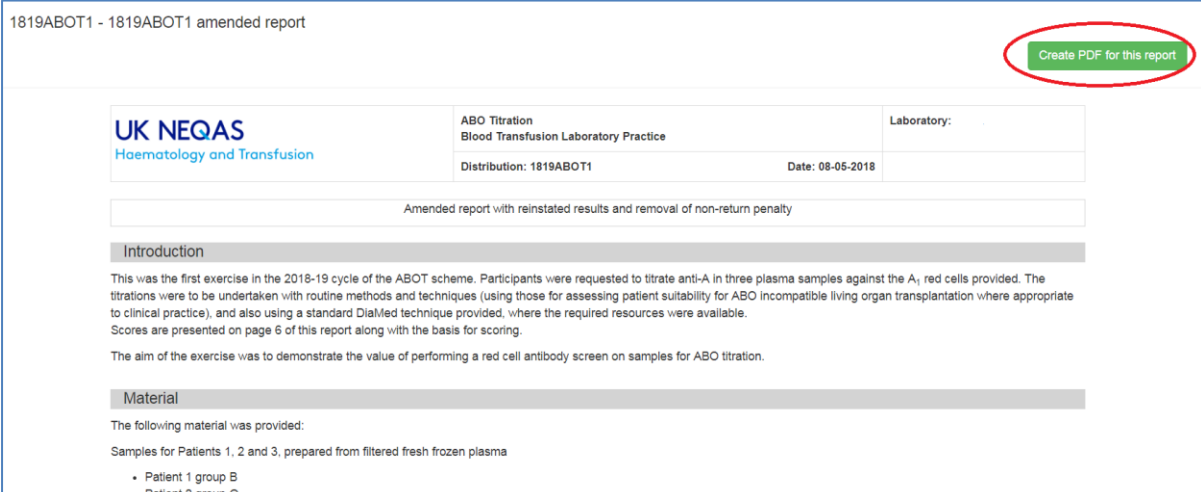
The screenshot shows the UK NEQAS Hoematology and Transfusion 'Distributions' page. At the top left is the UK NEQAS logo. Below it are navigation icons. The main heading is 'Distributions'. There are buttons for 'Copy', 'CSV', 'PDF', 'Print', and 'Show 10 rows'. A search bar is on the right. Below is a table with the following data:

Distribution	Status	Issued	Closing	Report
1617ABOT3	Results Posted to Web Service	29-11-2016 12:11 PM	13-12-2016 02:12 PM	<a href="#">View summary</a> <a href="#">View report</a>

Showing 1 to 1 of 1 entries. Navigation buttons: Previous, 1, Next.

If you are the main contact for more than one laboratory registered in the ABO titration Scheme, then you will be able to see reports for each of these displayed on separate lines.

To save or print a pdf version of the report, click on the 'create PDF for this report' button, and a pdf version will be created and displayed on the screen.



The screenshot shows the report page for distribution 1819ABOT1. The title is '1819ABOT1 - 1819ABOT1 amended report'. A green 'Create PDF for this report' button is circled in red. The report header includes:

<b>UK NEQAS</b> Haematology and Transfusion	ABO Titration Blood Transfusion Laboratory Practice	Laboratory:
	Distribution: 1819ABOT1	Date: 08-05-2018

Amended report with reinstated results and removal of non-return penalty

**Introduction**

This was the first exercise in the 2018-19 cycle of the ABOT scheme. Participants were requested to titrate anti-A in three plasma samples against the A<sub>1</sub> red cells provided. The titrations were to be undertaken with routine methods and techniques (using those for assessing patient suitability for ABO incompatible living organ transplantation where appropriate to clinical practice), and also using a standard DiaMed technique provided, where the required resources were available. Scores are presented on page 6 of this report along with the basis for scoring.

The aim of the exercise was to demonstrate the value of performing a red cell antibody screen on samples for ABO titration.

**Material**

The following material was provided:

Samples for Patients 1, 2 and 3, prepared from filtered fresh frozen plasma

- Patient 1 group B
- Patient 2 group O