National Audit of Cardiac Rehabilitation USER GUIDE – Data Entry

Registering and Logging In

To register for access to the audit, you need to have completed the 'User Registration Form' and this needs to be authorised by your Caldicott Guardian. The form can be found here:

User Downloads

The CG needs to email the form directly to <u>ssd.nationalservicedesk@nhs.net</u> who will confirm registration by email.

All new users need this form completed and authorised. It is possible to have a login to more than one programme if you work across more than one – please speak to the team for further information.

You also need to go to the web page <u>https://clinicalaudit.hscic.gov.uk/</u> and create an SSO (Single Sign On) account, using the same email address registered on the form.



	Sign in
Register your SSO account here using the same email address that was authorised on the User Registration form.	Username Password Sign in Sign in Si

Using the email you've registered on the SSO as your Username, and the password you registered, sign in to the database.

NB: If you need to put data on for more than one programme/site, with different programme codes, you will need a unique login for each, using different emails.



The top menu – available at any time:

			1 -	
Clinical Audit Home	NACR Home	Add/Search for Patient Record	Reporting	File Submission Dashboard

Clinical Audit Home: will take you to the list of available audits (usually just NACR) NACR Home: will take you to the list of actions available for NACR Add/Search for Patient Record: Add a new patient or find an existing one Reporting: List of available reports that can be run for your NACR data File Submission Dashboard: For programmes that import their data from another system.

The NACR Home page: (including contact details for queries)



Add / Search for Pa	Atient Record NHS Number: Date of Birth:	dd/mm/yyyyy Submit	To add or search for a patient you must put in the patient's NHS number and DOB. You cannot enter a patient on the NACR database without a valid NHS number. When you have done this, click on Submit.
Adding a new Patient: Patient Information			
Patient Details			
NHS Number:	111111111	O *required	If the patient is
Date of birth:	05/05/1959	O *required	already on the
Forename:		0	database you will he taken to the
Sumame:		0	'Record Tree'
Hospital number:		θ	showing their
Date of death:		θ	existing NACR
Gender:	Please Select •	θ	records.
Marital status:	Please Select V		If they are a new
Ethnic group:	Please Select]	natient you will he
Address line1:		0	taken to the
Address line2:		0	Patient Details
Address line3:		θ	screen. The first 2
Postcode:		0	fields are
Telephone number:			mandatory
GP practice code:		0	(*required)
Did you measure patient satisfaction?:	Please Select V		
		C Back Submit S	online help and information –

NB: we don't receive any personal identifiable information at NACR.

Gender, Marital Status and Ethnic Group, plus Postcode information (we don't receive the full postcode) and GP Code are all used as part of the audit reporting (other fields may be used for audit related research).

Once completed, click on Submit. This will create a new patient record.

hover your mouse

cursor over each one to read the

content.



You will then be taken to the 'Record Tree'. All of a patient's records can be viewed/edited here. To continue adding the patient details, click 'Add Initiatina Event'

Initiating Event

			The Initiating
Initiating Event Details			Event and the
Initiating event:	Please Select V	0 minutes of	Initiating
			Event Date
Ankle Brachial Indice Ratio:		0	are
Initiating event date:		0 *required/	mandatory
Tractment associated with IE/bafara rabably	Please Select	A	fields.
Treatment associated with re(before renab).		0	Once the
Treatment Date:		0	record is
Discharge date:		0	completed,
Invited to join date:		0	click on
			Submit.
Source of referral:	Please Select V	0	
Referring Trust (Initiating Event):	Please Select	• 0	
Referred by:	Please Select 🔻	θ	
			If a patient
Assessment 2 due (follow up):		0	has no
Assessment 3 due (follow up):		θ	diagnosed
			Previous
Risk assesment (BACPR):	Please Select V	0	Events or
Acute events during rehab:	Please Select +	0	Comorbidities
Previous events:	Please Select +	0 <	please select
			No/None from
Comorbidity:	Please Select	± θ ≪	110/110110]10111
Comorbidity:	Please Select	÷ 0<	the dropdown
Comorbidity:	Please Select	÷ 0<	the dropdown list.

Initiating event: the reason the patient was referred to rehab **Ankle Brachial Indice Ratio:** only used when patient has Peripheral Arterial Disease as an initiating event

Initiating event date: date of event that resulted in referral to rehab Treatment associated with IE (before rehab): treatment had as a result of the IE. You can select more than one. Treatment Date: if more than one, date of last treatment

Discharge date: date of last discharge from hospital

Invited to join date: date that the patient is given a formal start date for their structured rehab programme (Core/Phase 3) – e.g. Date of the letter / email / phone call giving them this start date

Source of referral: type of referral

Referring Trust (Initiating Event): which trust were they referred from if not your own

Referred by: staff member

[Assessment 2 due (follow up): auto populates (from Ass 1 date)]

[Assessment 3 due (follow up): auto populates (from Ass 1 date)]

Risk assessment (BACPR): As assessed using BACPR guidelines

Acute events during rehab: if patient has an event, but continues with their rehab (if the event is severe and they start the whole rehab process again, then this would be a new Initiating Event).

Previous events: Previous cardiac event(s) prior to this event. If none diagnosed, please select No/None.

Comorbidity: Other illnesses. If none diagnosed, please select No/None.

IE / IE Date (both mandatory fields), Treatment, Previous Events and Comorbidity are primarily used in the annual report (other fields may be used for audit related research)



After clicking submit, you will go back to the Record Tree – and you now have a choice to add Rehabilitation records, and Assessment records.

Rehabilitation Records

The Rehabilitation Record has 2 choices – either to 'Add Phase' or 'Add Commissioning Pack' depending on which fits better with how your programme runs. Many programmes now find the Commissioning Pack (Early/Core) is a better representation of their programme – if in doubt, please contact the NACR team for advice. The record content is virtually identical, whether you use Phases or Commissioning pack – they are different ways of measuring the same activity.

A patient can have multiple phases, or a combination of phases/commissioning pack records depending on where different parts of rehab have happened.

Only add a record for the part of rehab that your programme offers.

e.g. If another programme has already put a Phase 1 record on, but you've also provided Phase 1, create another Phase 1 record for your activity, don't amend the existing record (as this will affect your phase 'count')

NB: We'd like rehab records for all patients referred to your service – including those who don't start (they would have a rehab record with a 'reason for not taking part') and those who start but don't complete (they would have a 'reason for not completing')

Rehabilitation

Phase:	Please Select	• 0*/	equired			
Referred Date:		θ				
Phase start date:		0				
Phase completed date:		0				
Reason for not taking part:	Please Select			• 0		
Reason for not completing:	Please Select	۲	0			
Rehabilitation delivery:	Please Select		¢	0		
Number of sessions:						
Onward referral:	Please Select	¢	0			
Discharge to Trust:	Please Select				• 0	
How likely are you to Recommend the service?:	Please Select	• 0				

Phase: Phase (1-4) or Early/Core if using commissioning pack.

Phase 1 – in hospital

Phase 2 – immediately post discharge

Phase 3 – Structured programme of rehab that starts with comprehensive assessment, and is assessed again on completion

Phase 4 – long term rehab (usually in the community)

Early rehab – in hospital and immediately post discharge (anything prior to the start of the structured programme)

Core rehab - Structured programme of rehab that starts with comprehensive assessment, and is assessed again on completion

Referred Date: Phase 1 and Early – date in-hospital team becomes aware of the patient;

Phase 2/3 and Core – referral date after the patient has left hospital. If referral is from another trust, the date the referral is received; if patient remains within the same trust/team then date of discharge from hospital (as the date the patient comes into the outpatient team's care).

Phase start date - for Phase 1 or Early the date the patient is first seen on the ward; for Phase 2, first contact after discharge; for Phase 3 or Core, the start of the

structured rehab programme. We have a 'Start Definition' for Phase 3/Core, which can be found here: <u>Start of Core/Phase 3</u>

Phase completed date - date the relevant phase is completed (if patient completes) **Reason for not taking part** - if a patient does not start a phase, don't put a start date, put a reason for not taking part instead

Reason for not completing - if a patient starts but does not complete, don't put a completed date, use a reason for not completing instead

Rehabilitation delivery - what sort of programme the patient has had – this new list is primarily focussed on Core/Phase 3 delivery mode, not types of patient contact Number of sessions - for the particular part of rehab being recorded. We have a sessions statement which can be found here: <u>Sessions Definition</u> Onward Referral - where the patient is referred after that phase Discharge to trust - if they are discharged/referred to another trust

How likely... - if you collect this

> We use all the rehab record fields in the audit, apart from the last two.

and Tree	After you've
Patient: 883 647 3067 Edit Record Delete Record Add Initiating Event	saved the Reha
부 🗇 Initiating Event: 01/04/2013 Edit Record Delete Record	Record, you'll g
Rehabilitation Add Phase	back to the
Rehabilitation: Phase [3] [19/04/2013] Edit Record Delete Record	Record Tree, w
Assessment Add record	your
	Rehabilitation
	record shown
	(phase or
	commissioning
	pack).
	Click on 'Add
	Record' next to
	Assessment.

Assessment



Each Assessment Record has 4 tabs – Examination and Tests / Quality / Drugs / Core Components.

We use Assessment 1 (before rehab); Assessment 2 (after rehab) and, if possible, Assessment 3 (at 12 months) for the audit. These are to be completed by the rehab team offering the Core/Phase 3 rehab programme. (There is an additional Assessment 1a for any extra assessment information, should you need it **but this data is not used in the audit).** The Assessments are a combination of the patient Questionnaires and clinical measurements – so even if a patient doesn't complete their questionnaire, they can still have measurements recorded in the Assessment Record.

Assessments should include, wherever possible, measures of psychosocial wellbeing (e.g. HADS / QOL); lifestyle risk factors (e.g. smoking, physical activity); body measurements (e.g. height, weight, BMI, blood pressure) with additional functional capacity measurement, as outlined in the BACPR Standards (2017). Whatever is recorded at Ass 1 should then be followed up at Ass 2 so that outcomes are available for the patient.

aminations and Tests	Deure		Coro Componente
Quality	Drugs		Core Components
Assessment date	2		● *required
Assessment Numbe	Please Select	-	0*required
Reason for not sending questionnaire	Pieze Select		A
Weight uni	t: Metric Imperial		•
kç	1		
Stone			
Pound			
Height uni	t: 🖲 Metric 🔍 Imperial 🚯		
сп	1:		
Fee	t		
Inch	1:		
BMI (kg/m2):		Ð
Waist uni	t: Metric Imperial 		
cn 			
Incr			
Blood pressure systolic	:		
Blood pressure diastolic			
Smoker	Please Select	-	1
UNIONEC			
Cholesterol tota	al:		
Cholesterol HD	L:		
Cholesterol LD	L:		
Cholesterol rati	0:		
Triglyceride	s.		7
rigijoondo			
HbA1c un	it: Please Select	•	U
HbA1	c:		0
Units of alcohol/w	k:		0
Canadian Angina Scal	e: Please Select	•	0
TAM2 (MET-minutes			-
Elecce level (1575	۲ ۵۰		
Fitness level (ME15	y.		0
30 mins 5 times a week	?: Please Select	•	0
75 mins of vigorous exercise a week	?: Please Select	•	θ
Heart Failure (NYHA	.): Please Select	•	0
Mediterranean die	et:		
Minute Walk	L		
Metre	S:		
Minute	s:		
ittle Walk			_
Leve	el:		
Sub Leve	el:		
Total Metre	s:		
	L		

Examinations and Tests Tab: Weight, height and waist measurements can be entered in *metric or imperial* (metric is saved on the database) BMI calculates automatically (once you submit the record). The TAM2 MET minutes automatically calculates using a pop-up box. Record either Shuttle Walk Test or 6 Minute Walk Test, or use the 'Fitness Level (METS)' box if you do another MET related exercise test instead (e.g. *Treadmill / exercise* bike / Chester Step Test).

minations and Tests	Quality	Drugs	Core Components	
ality of life				
Dartmouth co-op				
	Physical fitness:	Please Select		
	Feelings:	Please Select		
	Daily activities:	Please Select		
	Social activities:	Please Select		
	Pain:	Please Select		
	Change in health:	Please Select		
	Overall health:	Please Select		
	Social support:	Please Select		
	Quality of life:	Please Select		
	HAD anxiety score:			
Н	AD depression score:			
Curren	t employment status: Pl	ease Select	•	
	GAD7:			
	PHQ9:			
	Minnesota:			
				Back

Quality Tab: The Dartmouth Coop and HADS are the measurements used in the NACR Annual Report, with the information coming from the Assessment Questionnaires. GAD7 / PHQ9 are additional measurements of anxiety and depression, recommended for referral of patients to IAPT. This is for programmes that already use this measure, and isn't included in the questionnaires. Minnesota is QOL specifically for heart failure patients.

Examinations and Tests Quality	Drugs Core Components	Drugs Tab:
Examinations and Tests Quality ACE Inhibitors 1: Captopril 2: Enalapril 3: Lisinopril 4: Perindopril 5: Ramipril 6: Trandolapril 7: Quinapril 8: Other/Not Specified Angiotensin receptor blockers (ARB) 9: Candesartan 10: Losartan 11: Valsartan 12: Other/Not Specified Heart Rate Meds 13: Bisoprolol 14: Carvedilol 15: Nebivolol 15: Nebivolol 16: Atenolol 17: Propranolol 18: Metoprolol 19: Ivabradine 20: Other/Not Specified Diuretic: loop 21: Bumetanide 22: Ethancynic acid 23: Frusemide 24: Torasemide 24: Torasemide 25: Other/Not Specified Diuretic: Thiazide 26: Bendroflumethiazide 27: Metolazone 28: Other/Not Specified	<page-header>DrugsSective addoctorion receptor antagonist (SARA) Discretication/pretensive (B)</page-header>	Drugs Tab: This records the drugs that the patient is taking at the point of assessment - we are not currently recording dosage on frequency.
Assessment		Core Components

		components
Examinations and Tests Quality	Drugs Core Components	Tab:
Health behaviour change and education	Psychosocial health 15: Assessment of illness beliefs / misconceptions 16: Relaxation and stress management training 17: Referral to psychological care 18: Vocational advice 19: Financial Social Security / Benefits advice 20: ADL, aids or home adaption assessment	Using the BACPR Core Components, in this section
S. Education about smoking G: Individual counselling / motivational interviewing for smoking cessation 7: Individual assessment of diet needs S. Education about healthy diet 9: Individual dietary interventions by CR programme	Medical risk factor management 21: Regular monitoring and education of risk factors Cardioprotective therapies 22: Regular monitoring and education of cardioprotective therapies	Once you have completed the assessment data,
 10: Referral to dietetics / weight management programme. 11: Baseline assessment of activity level 12: Education about physical activity 	Long-term management 23: Long-term maintenance plan for goals	click on Submit.
 13: Group based exercise programme 14: Individual exercise 	Audit and evaluation 24: Final review of goals and progress	
	99: Other	
	Submit Submit	

We use as much as possible from the assessments - what is completed will depend on what is measured at the rehab assessment. Aim to measure the same at Ass 1 and Ass 2 to give outcomes measures. We currently report on Smoking / Physical Activity (150 mins week) / BMI / HADS / Cholesterol / Blood Pressure / Waist / Alcohol / Functional Capacity (i.e. ISWT, 6 min walk or other MET measure) but other measures may be used for audit related research. Please remember the assessment record is a combination of data collected at the clinical assessment with a member of the CR team, plus the NACR questionnaire. A patient can have an assessment record without completing the questionnaire.



You will again go back to the Record Tree, and all your new records will be shown under the Patient Record. You can collapse or expand these by using the boxes to the left of each folder icon.

Each record has an **Edit Record** and **Delete Record** option next to it. You can edit any record on the database (although you shouldn't edit other programmes' Rehab or Assessment records). You can only delete records that have been created by your programme.

TIMING OUT: For security, the database will lock you out after 10 minutes of inactivity, and you will need to log in again. If you were in the middle of an entry that you hadn't saved, any data entered will be lost.

If you answer the phone, or go to make a cup of tea (for example), SAVE YOUR RECORD BEFOREHAND. This way you won't lose your work.

Other Useful Information:

	Assessment									
ſ	*Errors Examinations and Tests	Quality				Drugs				Core Components
-	The Assessment date field is in The Assessment Number field	required. is required.								u
		Assessment date:	Su	Apr Mo	Tu	▼ 20 We)13 Th	Fr	0 5a	● *required
		Assessment Number:		1	2	3	4	5	6	▶ *required
	Reason for no	t sending questionnaire:	7	8	9	10	11	12	13	•
		Weight unit:	21	22	23	24	25	26	27	
		kg:	28	29	30	_	_	_	_	
		Ctopo-								×

Error Messages: If you miss something out that's required, or put in dates out of logical order, you'll get a red error message, and you will not be able to save/submit the record until you correct the information.

This header menu is available at all times when you're logged into the database.

kk Home > Add / Search for Patient Record > Record Tree	

NB: The File Submission Dashboard is for Importers (electronically uploading data from another system). See the 'Importing User Guide' for further information

If you have any queries please contact us:

Tel: 01904 321326 Email: <u>nerina.onion@york.ac.uk</u> Website: <u>www.cardiacrehabilitation.org.uk/nacr</u>

Appendix 1

STRATIFICATION OF RISK FOR DISEASE PROGRESSION (ACPICR 2015)

LOW RISK

- Absence of complex ventricular dysrhythmias during exercise testing and recovery
- Absence of angina or other significant symptoms (for example unusual SOB, lightheadedness or dizziness, during exercise testing and recovery)
- Presence of normal haemodynamics during exercise testing and recovery (i.e. appropriate increases and decreases in HR and SBP with increasing workloads and recovery)
- Functional capacity \geq 7 METS

Non-exercise Testing Findings:

- Resting EF ≥50%
- Uncomplicated MI or revascularisation procedure
- Absence of complicated ventricular dysrhythmias at rest
- Absence of CHF
- Absence of signs or symptoms of post-event/post-procedure ischaemia
- Absence of clinical depression

Lowest risk classification is assumed when each of the risk factors in the category is present

MODERATE RISK

- Presence of angina or other significant symptoms (for example unusual SOB, lightheadedness or dizziness, occurring only at high levels of exertion ≥ 7 METS)
- Mild to moderate level of silent ischaemia during exercise testing or recovery (ST-segment depression <2mm from baseline)
- Functional Capacity <5 METS

Non-exercise Testing Findings:

• Resting EF 40 – 49%

Any one, or combination of these findings places a patient at moderate risk

HIGH RISK

- Presence of complex ventricular dysrhythmias during exercise testing or recovery
- Presence of angina or other significant symptoms (for example unusual SOB, lightheadedness or dizziness at low levels of exertion (2mm from baseline) during exercise testing or recovery
- High level of silent ischaemia (ST-segment depression > 2mm from baseline) during exercise testing or recovery

 Presence of abnormal haemodynamics with exercise testing (i.e. chronotrophic incompetence or flat or decreasing SBP with increasing workloads) or recovery (severe post exercise hypotension)

Non-exercise Testing Findings:

- Resting EF
- History of cardiac arrest or sudden death
- Complex dysrhythmias at rest
- Complicated MI or revascularisation procedure
- Presence of CHF
- Presence of signs and symptoms of post-event/postprocedure ischaemia
- Presence of clinical depression

Any one, or combination of these findings places a patient at high risk

Appendix 2

CALCULATION FOR MET-MINUTES PER WEEK (TAM2)

MET Level x minutes of activity per session x number of sessions per week

MET levels:

Mild activity = 3.5 METs

Moderate activity = 5.0 METs

Vigorous activity = 8.5 METs

Calculation:

Mild activity MET-minutes/week = 3.5 x minutes per session x number of sessions per week

Moderate MET-minutes/week = 5.0 x minutes per session x number of sessions per week

Vigorous MET-minutes/week = 8.5 x minutes per session x number of sessions per week

Total physical activity MET-minutes/week = sum of MET minutes/week for all three categories (Mild + Moderate + Vigorous)

Appendix 3

CERTIFICATION (NCP_CR) KPIs (Table from NACR 2018 Quality outcomes report)

NCP_CR KPIs	
Minimum standard 1: MDT	At least three health professions in the CR team who formally and regularly support the CR programme
Minimum standard 2: Patient group	Cardiovascular rehabilitation is offered to all these priority groups: MI, MI+PCI, PCI, CABG, HF
Minimum standard 3: Duration	Duration of core CR programme: ≥ national median of 56 days
Standard 4: National average for assessment 1	Percentage of patients with recorded assessment 1: ≥ England 80%; Northern Ireland 88%; Wales 68%
Standard 5: National average for CABG wait time	Time from post-discharge referral to start of core CR programme for CABG: ≤ national median of England 46 days, Northern Ireland 52 days, Wales 42 days
Standard 6: National average for MI/PCI wait time	Time from post-discharge referral to start of core CR programme for MI/PCI: ≤ national median of England 33 days, Northern Ireland 40 days, Wales 26 days
Standard 7: National average for assessment 2	Percentage of patients with recorded assessment 2 (end of CR): \ge England 57%, Northern Ireland 61%, Wales 43%

* Information on staffing profile and MDT, which forms one of the NCP_CR KPIs, is taken from the NACR annual paper survey. This information is not available from the electronic NACR database. In order for certification to be validated each CR team must return the NACR annual paper survey form with staffing detail section completed.