Manual Data Collection/Curation with Case Viewer

FAQs

What are the first steps after I receive MPOG data?

- An important initial step to most multicenter research projects is to visualize the MPOG data for the completeness and accuracy of each variable. We recommend evaluating each variable by institution over the years. A simplified hypothetical scenario is provided under Step 8 of the Research Proposal Process on the MPOG website as an example of what the first steps might look like.

When is manual data collection needed?

- While MPOG has many curated perioperative variables, such as Phenotypes and Concepts, some projects require manual review of intraoperative records to capture additional data elements or confirm accuracy of documentation. This can be achieved using the **MPOG Case Viewer** tool, which allows researchers to enter MPOG case IDs and returns the associated intraoperative anesthetic record for each case. Please refer to the Case Viewer User Guide for more information on the tool.

How can we capture additional data elements from Case Viewer?

- We recommend that study teams build spreadsheets/databases to capture additional data elements based on their manual review of cases in Case Viewer. These additional spreadsheets/databases must be stored in Turbo.

- Suitable software include Microsoft Excel and Microsoft Access.

- Most of these FAQs and the example spreadsheet are based on using Excel to develop a data collection spreadsheet.

MPOG
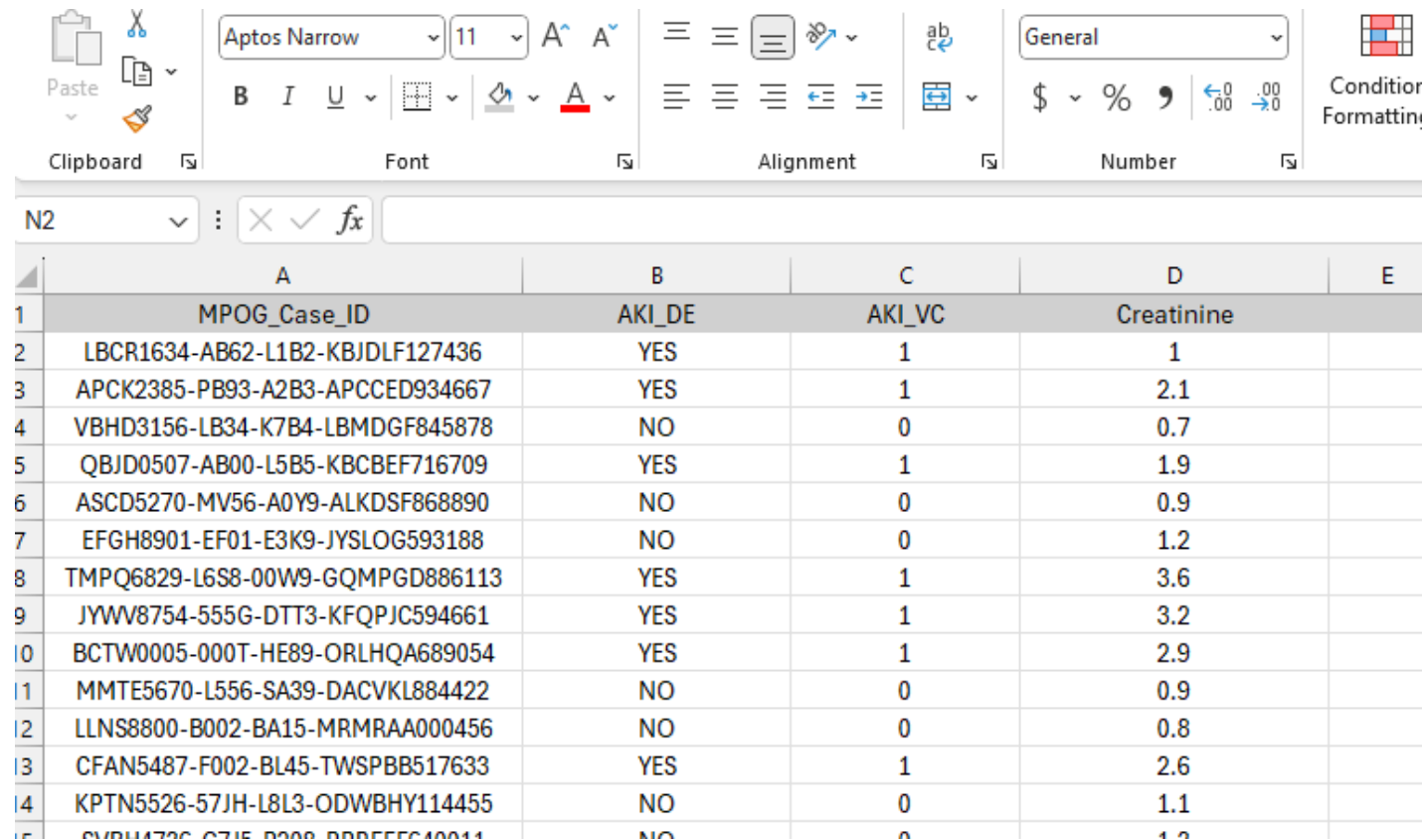MULTICENTER PERIOPERATIVE
OUTCOMES GROUP

How should we format and structure the spreadsheet?

- Each row should be a unique case and contain the unique identifier of MPOG Case ID that can link this new data with existing data queries.

- Each column in the spreadsheet should capture a distinct data element or variable. For binary/categorical variables, we suggest including one column for the descriptive portion (words to describe the categories, ex. Yes/No) and another column for the value code (corresponding numerical designation for each category, ex. 0/1).

- Column names should be descriptive, yet concise and adhere to character limits set by statistical packages (SAS has a 32-character limit). To ensure compatibility with various statistical software, avoid spaces in column names by using underscores (e.g., variable_name) or concatenation (e.g., VariableName).

How do we use the manually collected data for analysis?

- Spreadsheets containing manually collected data elements should be saved in the study team's designated project folder on the MPOG **Turbo** storage drive.

- As a reminder, the Turbo storage drive is HIPAA aligned and has multiple backups/safeguards available, so the instance of a virtual machine failure will not result in loss of any work/documents if stored in your project folder.

- Study teams can merge data from an existing PCRC project query with manually collected variables using the unique identifier of MPOG Case ID and software available on the MPOG secure enclave services (SES)/stats server. Once merged, this combined dataset can be used for further analyses.

Sample Excel Spreadsheet

Who can we contact with questions?

- Please feel free to email mpog-research@med.umich.edu with any questions or concerns.