



Support for ADRCs: Onboarding & Training Resources for UDSv4 Transition

Sarah Gothard, OHSU ADRC

NACC Session, May 7, 2024, Spring 2024 ADRC Meeting

Overview of Key Onboarding/Training Materials

Checklist

- EDC Focus
- PDF Focus
- Benchmarking and Progress

Website

- Data Element Crosswalks
- XMLs
- Data Dictionaries
- SOPs and Guides

Live Trainings

- Webinars
- Office hours
- Clinical & Technical

ADRC Forum

- Community Conversation
- Sharing Experiences and Resources

A Step-by-Step Roadmap

UDS V4 Checklist

- Step-by-Step roadmap for transition
 - Data Capture
 - PDF utilization
 - REDCap implementation
 - Batch file upload by CSV or API
 - Training Resources
 - How-to Guides
 - Support Resources
- Tracking transition process
 - Preparing staff
 - Preparing your site
 - Starting data collection
 - Submitting data
 - Error checks and finalizing data

Coming soon!

NACC UDSv4 Onboarding Checklist

Overview

This checklist is to serve as a roadmap for onboarding your site to start using UDSv4.

This form assumes you've decided which upload methods to use for the different pieces of data. An overview of the 3 submission methods can be found [here](#).

Preparing Staff for UDSv4

Step 1: Identify staff roles

ROLE	Tasks	Who
ADRC Administrator	Provide staff access to the NACC Data Platform Overall strategy guidance for deploying UDSv4	
Clinical Core staff	UDSv4 Data collection <u>REDCap</u> direct entry (optional)	
Data Core staff	UDSv4 Data uploads UDSv4 Data entry	
Technical staff	Configure API settings (optional) Database maintenance Front line technical support	
Other		

EDC Workgroup Website

Features

- Designed for intuitive navigation
- Guidance at every step of the data lifecycle

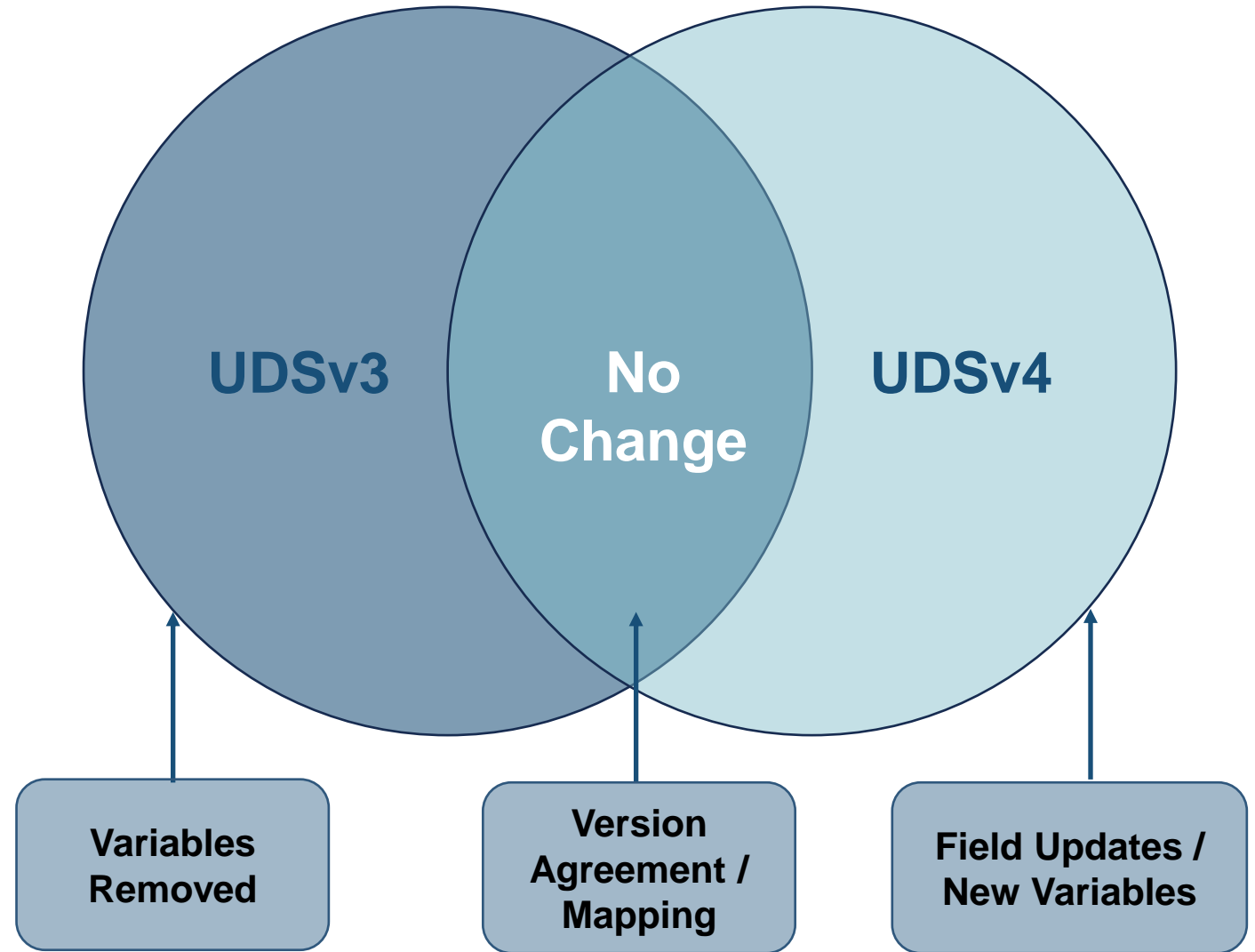
bit.ly/EDCDocs

The screenshot shows the 'Electronic Data Capture Workgroup' website. On the left is a navigation menu with categories like 'Intro', 'Data Capture Overview', 'Project Level Specifics', and 'NACC Portal'. The main content area is titled 'Basics' and includes a sub-header '2 minutes to learn the most important Docusaurus concepts.' Below this are six content cards: 'Intro' (3 items), 'Data Capture Overview' (3 items), 'Data Capture Development' (1 item), 'Visit and Data Collection' (1 item), 'Data Upload to NACC' (4 items), and 'Data Quality Processing' (3 items). A 'Next Intro »' button is located at the bottom right of the main content area.

Data Element Crosswalks

Multiple Functions

- 1) Novel resource new to UDS 4 transition
- 2) Maps out all changes between UDSv3->UDSv4
- 3) Tool for harmonizing downstream efforts across UDS 4 and previous UDS data set



REDCap Files

EDC Workgroups UDSv4 REDCap Project and forms

- **XML File**
 - Creates entire project
 - Data export reports
- **REDCap Data Dictionary**
 - Implements form level infrastructure (branching logic, variables)
- **Zip Files**
 - Individual form level files
 - Update existing projects

Electronic Data Capture Workgroup

File Downloads NACCC

File Downloads

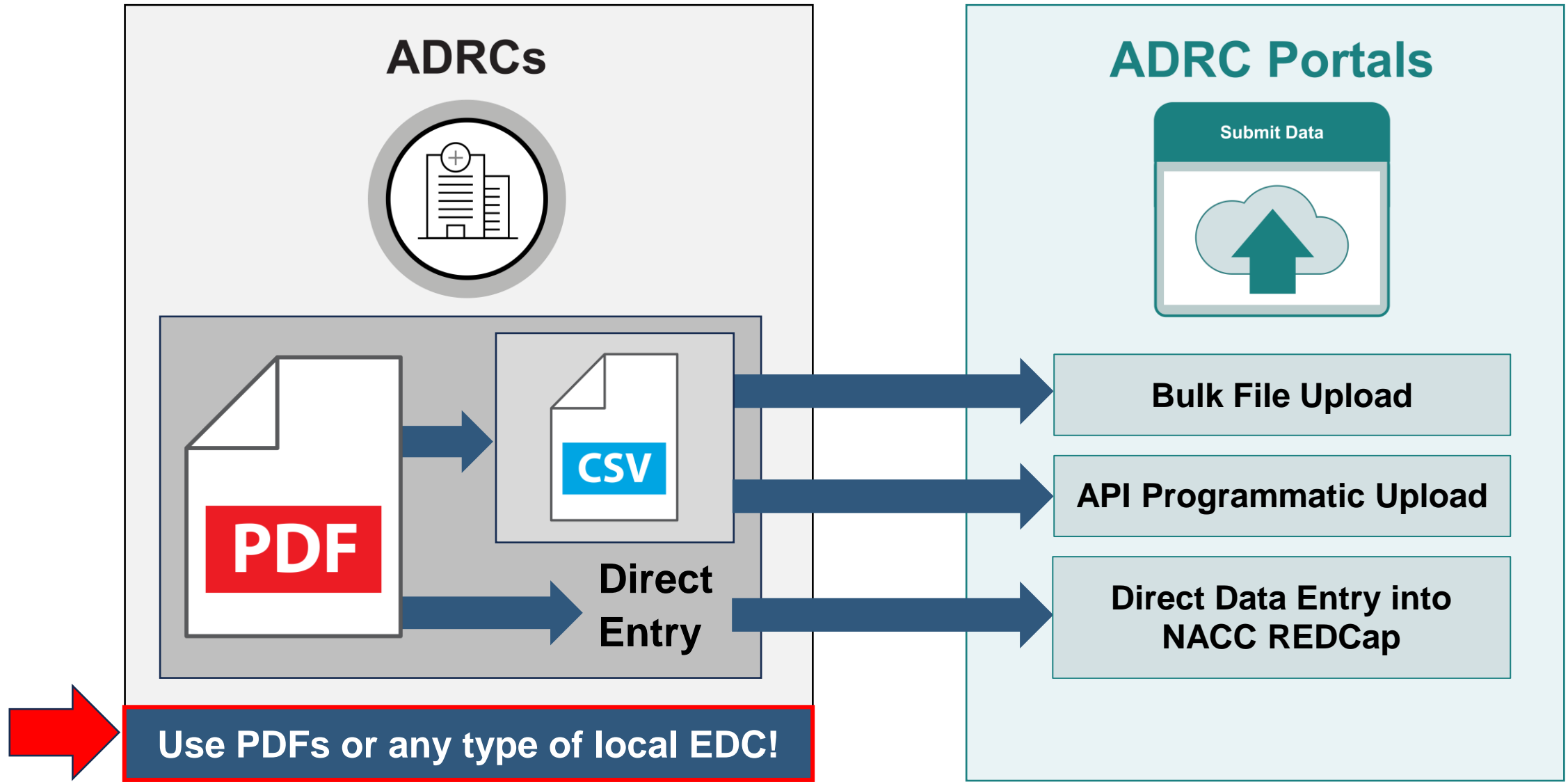
Downloads of UDSv4 assets are available here. The following files are available for download:

- The REDCap XML
- REDCap Data Dictionary
- Data Element Dictionaries

Name	PDF	REDCap Instrument	Crosswalk	JSON
Custom Instrument	PDF	REDCap Instrument	Crosswalk	JSON
A1 Participant Demographics	PDF	REDCap Instrument	Crosswalk	JSON
A1a Sdoh Optional Form	PDF	REDCap Instrument	Crosswalk	JSON
A2 Coparticipant Demographics	PDF	REDCap Instrument	Crosswalk	JSON
A3: Participant Family History	PDF	REDCap Instrument	Crosswalk	JSON

bit.ly/EDCDownloads

UDS Submission Options



Support: Live Trainings



ADRC Wide Live Trainings/Seminars hosted by NACC

- Creating REDCap project using EDC Created Resources
- Training on Flywheel
 - Upload Training
- Recorded and available online for reference

Office Hours (continued support at regular intervals)

- NACC team members
- Other Content Experts

NACC and Community Support

Discourse Community Forum

- Connect with other ADRC's
- Share experiences
- Share resources
- Moderated by NACC

How to communicate

- Public threads
- Private messages
- Creating categories/tags

The screenshot shows the NACC Discourse Community Forum interface. The top navigation bar includes the NACC logo, a search icon, and a user profile icon. A sidebar on the left contains navigation options: Topics, My Posts, More, Categories (General, Site Feedback, All categories), Tags (feedback, getting-started, redcap, uds4-faq, uds4, All tags), Messages (Inbox), Channels (General), and DMs.

The main content area features a welcome banner: "Welcome to the NACC Forum! Here are some ways to get up to speed." with links for "getting started", "new user guide", "forum guidelines", and "help or feedback". Below the banner, there are filters for "categories", "tags", "Latest", "New (1)", "Top", and "Categories", along with a "+ New Topic" button.

The forum lists several topics:

Topic	Replies	Views	Activity
Getting Started General getting-started Getting Started Whether you're new to forums or just new to Discourse, here are some quick ways to get up to speed. Read the New User Guide to get acquainted with Discourse's terminology and learn some forum bas... read more	0	35	25d
JSON files are messed up not sure what to do • General	0	1	22h
JSON Confusion about UDSv4 UDSv4 json	0	1	7d
Centers' Reception Spring ADRC Meeting location	0	8	22d

Resources Summary!

Checklists

- EDC Focus
- PDF Focus
- Benchmarking and Progress

Website

- Data Element Crosswalks
- XMLs
- Data Dictionaries
- SOPs and Guides

Live Trainings

- Webinars
- Office hours
- Clinical & Technical

ADRC Community Forum

- Community Conversation
- Sharing Experiences and Resources



Connect with Sarah Gothard

OHSU ADRC

gothard@ohsu.edu