National Emergency Laparotomy Audit

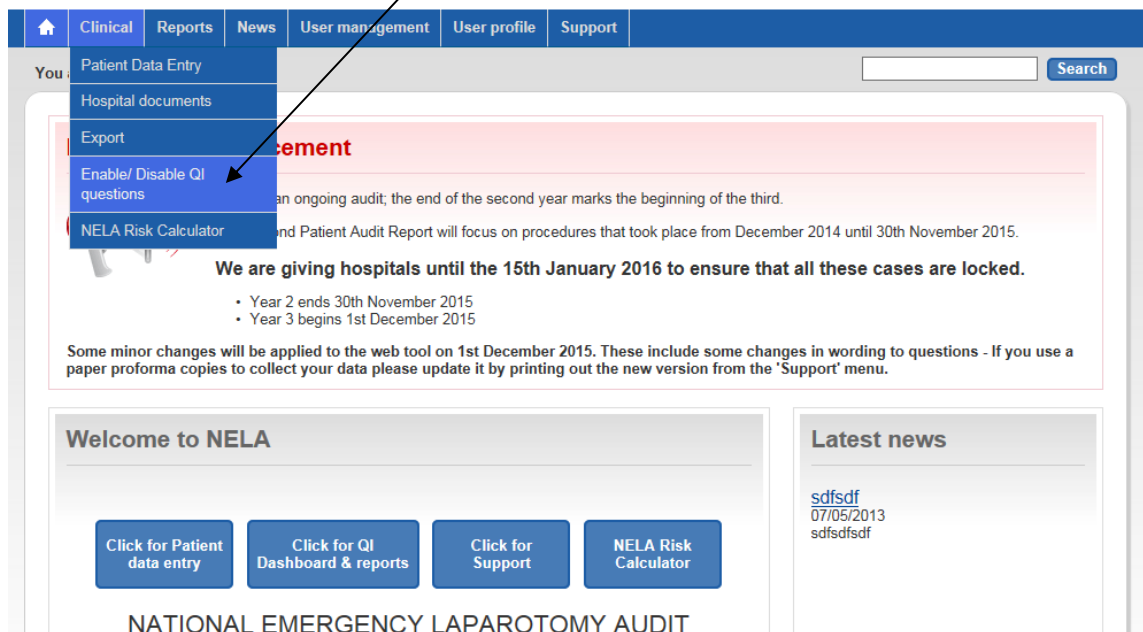# NEW – How to Enable/Disable
Quality Improvement (QI) Questions on Webtool

As the NELA local administrator, you have access to the admin screen of the Data Collection Webtool. Alongside having responsibility for adding new users on to the system so that they can login and input data you now can also access to 'Disable' or 'Enable' the QI Questions on the Webtool.
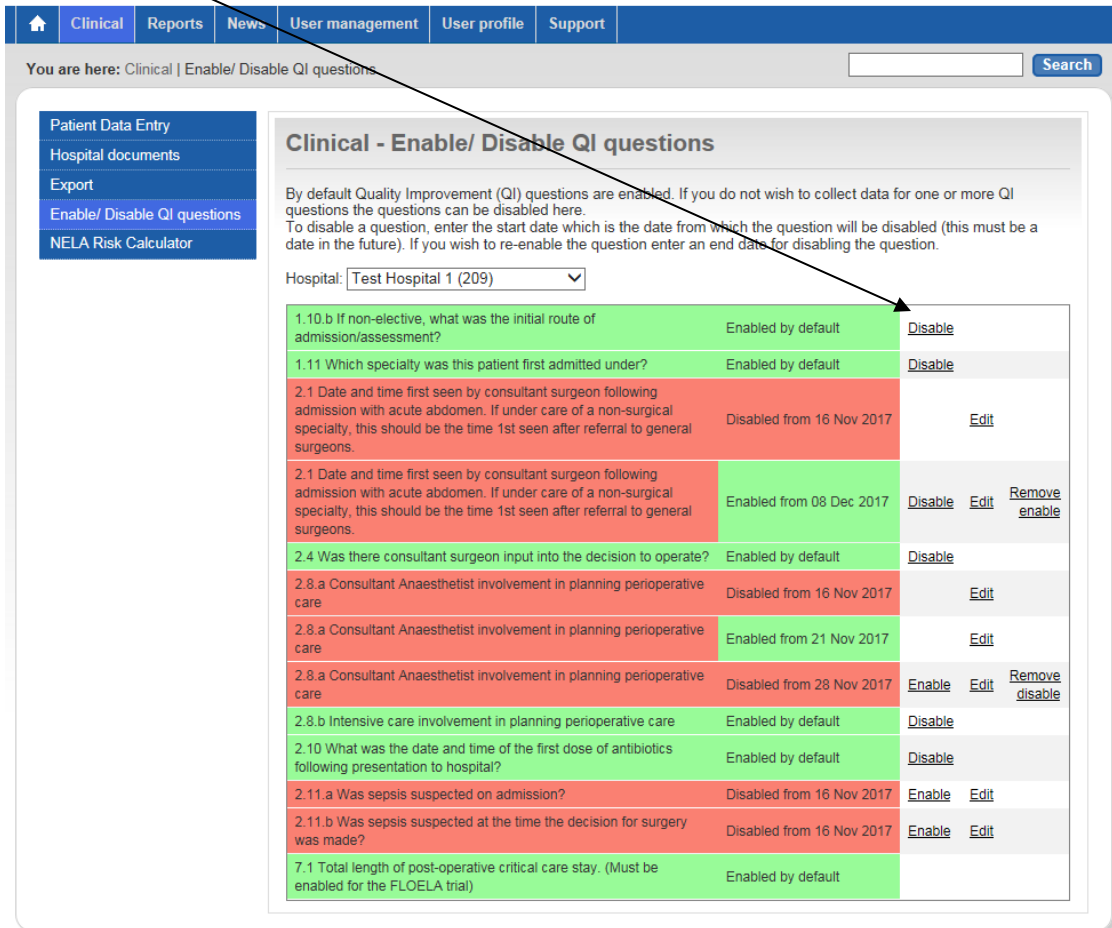
By default, the Quality Improvement (QI) questions on the NELA Webtool are enabled. However if you do not wish to collect data for one or more QI questions the questions can now be disabled.
To disable a question, enter the start date, which is the date from which the question will be disabled, (this must be a date in the future). If you wish to re-enable the question, enter an end date for disabling the question.

Process of how to use this function:

1. Once you have logged in as normal, you can click on the 'Clinical' tab and an extra option will appear called 'Enable/Disable QI Questions'.

2. If you click on 'Enable/Disable QI Questions' – a list of all the QI questions will appear. They will all be in green as they are all enabled by default. If you wish to Disable a question click on Disable.
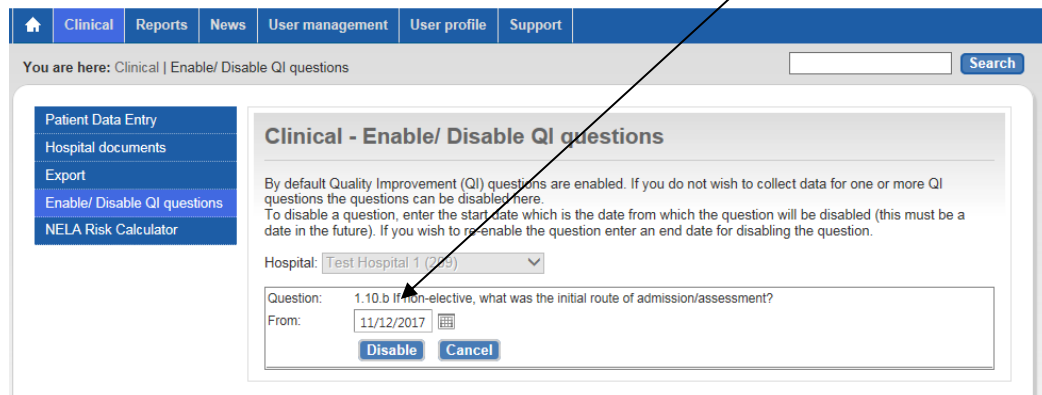

3. You will then be asked the date you wish to Disable the question from.

4. Once you have done this on the main list of QI questions, the question you have disabled will go red with text saying 'Disabled from...' The question remains green until the actual date it is disabled. The question will remain disabled unless you add an end date by pressing Enable and adding a date.

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