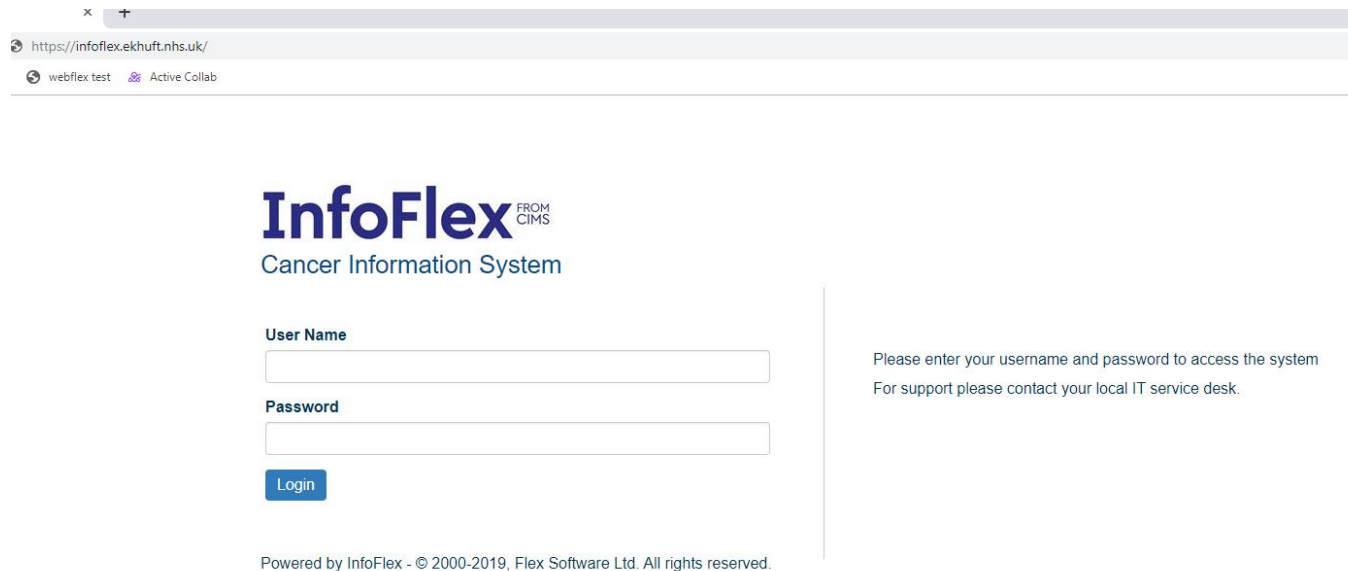


INFOFLEX WEB V6

QUICK REFERENCE GUIDE – Data entry during MDM



The screenshot shows a web browser window with the URL <https://infoflex.ekhuft.nhs.uk/>. The browser tabs show 'webflex test' and 'Active Collab'. The main content area displays the 'InfoFlex FROM CIMS Cancer Information System' logo. Below the logo are two input fields: 'User Name' and 'Password', followed by a blue 'Login' button. To the right of the input fields, a vertical line separates them from a message: 'Please enter your username and password to access the system. For support please contact your local IT service desk.' At the bottom left, a small copyright notice reads: 'Powered by InfoFlex - © 2000-2019, Flex Software Ltd. All rights reserved.'

<https://infoflex.ekhuft.nhs.uk/>

Log in with your usual Infoflex credentials. The landing page – Patient Search is displayed as shown on the following page.

Cancer Information System

Profile
Tasks 2
Log out

Patient Search
Tracking
MDT
Recovery Packages
Clinical Guidelines
Datasets

Please enter search criteria

Search Criteria

NHS Number

Person Family Name

Person Given Name

Person Birth Date

Record ID

Search

Patient Lists
Agendas
Meeting Admin

Preparation
Meeting / Discussion
Post-Meeting Actions

Patient Search

Select the MDT tab, Patient Lists, Meeting / Discussion from the drop-down menus.

Cancer Information System

Profile
Tasks 0
Log out

Patient Search
Tracking
MDT
Recovery Packages
Clinical Guidelines
Datasets

MDT Meeting

Back
Patient Lists
Agendas
Meeting Admin

Please select a patient from the following list to view their details.

MDT List

Refresh

Enter parameter values

Select MDT Date =

06/d

OK

06/01/2020 RN707 Upper GI
06/01/2020 RPA02 Breast
06/01/2020 RPC04 Skin
06/01/2020 RVV09 Upper GI
06/01/2020 RVVKC Breast
06/01/2020 RVVKC Head & Neck
06/01/2020 RVVKC Thyroid
06/01/2021 RVVKC Lung
06/02/2020 NCN1D Skin

The quickest way to find your MDM in Infoflex Version 6, is simply to start typing in the date. Infoflex will populate a list of matching criteria below for you to select.

You must use forward slash rather than full stops for the date.

DD/MM/YYYY =

DD.MM.YYYY =

Alternatively you can do a more specific search if needed by clicking on the Dictionary Icon.

By clicking on the Dictionary Icon, you can search by MDM Name, Time, Tumour Group or location.

Meeting Date can be used by typing the date of your MDT meeting or select a date from the calendar .

Cancer Information System

Profile Tasks: 2 Log out

Patient Search Tracking MDT Recovery Packages Clinical Guidelines Datasets

MDT Meeting

Patient Lists Agendas Meeting Admin

< Back

Please select a patient from the following list to view their details.

MDT List

Refresh

MDT Meetings

Search Criteria

Results

Name of MDM (Unique ID)	Meeting Date	Meeting Time	Location (Provider)	Tumour Group
01/01/2028 RWF Breast	01/01/2028	03:00	RWF - MAIDSTONE AND TUNBRIDGE WELLS NHS TRUST	1 - Breast

1 - 1 of 1 items

InfoFlex FROM CIMS

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Kent and Medway Cancer Collaborative

If you have used the Dictionary Icon to search then a list of MDT meetings that match your search criteria will appear, select the correct MDT meeting then click ok to view your MDT meeting list.

Please select a patient from the following list to view their details.

MDT List

Refresh

Select MDT Date = 01/01/2028 RWF Breast

Discussion Sequence		NHS No.	Forename	Surname	MDT Status	Reason for Discussion	Preparation Comments	Meeting
Discussion Sequence:								
Surname: Testing								
		098 765 4321	Testing	Testing	Discussed	Full Discussion		01/01/2028
Discussion Sequence: 1								
Surname: TEST								
	1	123 456 7890	EDATHIL	TEST	Preparation	Full Discussion		01/01/2028
	1	123 456 7890	EDATHIL	TEST	Preparation	Full Discussion		01/01/2028
Surname: Testing								
	1	098 765 4321	Testing	Testing	Ready for discussion	Full Discussion; Theatre discussion		01/01/2028 RWF Breast
Discussion Sequence: 2								

To apply custom sorting, click and drag the column heading into the sorting bar and release to apply the filter. You can apply more than one heading to the filter.

To close the filter, simply click the 'X' on your filter heading.

Discussion Sequence:

098 765 4321	Testing	Testing	Discussed	Full Discussion	01/01/2028 RWF Breast
--------------	---------	---------	-----------	-----------------	-----------------------

MDT Discussion | **Diagnosis Details** | **Tests and Investigations** | **Treatments** | **MDT Meetings** | **Specialist Referral** | **Documents**

Target Dates

28 Day	31 Day	38 Day	62 Day	Days into 62 day pathway
--------	--------	--------	--------	--------------------------

MDT Discussion

MDT Meeting 01/01/2028 RWF Breast - **Age at MDM** 70

Reason for discussion 12 - Post Operative Discussion

Patient MDT Status 1 - Preparation **MDM or Care Plan?** M - MDM

CWT018: Discussion Indicator N - The patient's Cancer Care Plan was NOT discussed ... **Pre or Post Treatment** Pre - Pre Treatment

Progression or Transformation? N - No

Performance Status (WHO) 0 - Able to carry out all normal activity without restriction

Co-morbidity Index for Adults 1 - Mild Decompensation

Staging and Grading

Lymph Node Score (for NPI) 2 - 1 to 3 axillary nodes involved or involvement of intern... **BR4120: NPI** 3.41

Tumour Size in cms (for NPI) 5.0 cm

Tumour Grade (for NPI) 2 - Grade 2

Final Pre-Tx Staging **Clinical TNM** **Update Clinical TNM**

Final Integrated Staging **Integrated TNM** **Update Integrated TNM**

Keyworker

Keyworker **Keyworker 2**

Keyworker Job Title **Job Title.**

Keyworker Tel No **Tel No.**

Select a patient record from the MDM Discussion list – the selected record will now be highlighted in Orange. This has been designed so it can be easily identifiable when returning to your list.

New navigation functionality means that the patient record will appear below the MDM discussion list. The list can then be expanded when you wish to move to the next patient.

You can view diagnosis, tests, treatments, previous MDT meetings, specialist referrals and documents by using the respective tab along the top menu. To record information during the meeting click on 'results View'

To select your next patient record click save changes and scroll up to find your next patient

Expanded (Patient List on View)

New navigation functionality means that the patient record will appear below the MDM discussion list and your MDM list can be hidden by using the Collapse/Expand feature. The list can then be expanded when you wish to move to the next patient.

MDT List

-

Refresh

Select MDT Date = 01/01/2028 RWF Breast

- Discussion Sequence x

Discussion Sequence	NHS No.	Forename	Surname	MDT Status	Reason for Discussion	Preparation Comments
Discussion Sequence:						
	098 765 4321	Testing	Testing	Discussed	Full Discussion	
Discussion Sequence: 1						
1	123 456 7890	EDATHIL	TEST	Preparation	Full Discussion	
1	123 456 7890	EDATHIL	TEST	Preparation	Full Discussion	
1	098 765 4321	Testing	Testing	Ready for discussion	Full Discussion; Theatre discussion	
Discussion Sequence: 2						
2	987 654 3210	Patient MDS	Test	Preparation	Full Discussion	
2	098 765 4321	Testing	Testing	Preparation	Theatre discussion	
Discussion Sequence: 3						

Cancer Information System

[Profile](#) | [Tasks 0](#) | [Log out](#)

[Patient Search](#) | [Tracking](#) | [MDT](#) | [Recovery Packages](#) | [Clinical Guidelines](#) | [Datasets](#)

MDT Meeting

[Back](#)

[Patient Lists](#) | [Agendas](#) | [Meeting Admin](#)

Please select a patient from the following list to view their details.

MDT List

+

NHS Number	Person Family Name	Person Given Name	Person Birth Date	Record ID	Contact Details
098 765 4321	Testing	Testing	01/12/1957		Pathway Details

MDT Discussion

Diagnosis Details

Tests and Investigations

Treatments

MDT Meetings

Specialist Referral

Documents

Target Dates

28 Day

31 Day

38 Day

62 Day

Days into 62 day pathway

07/12/2019

Results View

MDT Discussion

MDT Meeting

Reason for discussion

Patient MDT Status

01/01/2028 RWF Breast -

1 - Full Discussion

3 - Discussed

Age at MDM

70

MDM or Care Plan?

M - MDM

1	123 456 7890	EDATHIL	TEST	Preparation	Full Discussion	01/01/2028 RWF Breast
1	098 765 4321	Testing	Testing	Ready for discussion	Full Discussion; Theatre discussion	01/01/2028 RWF Breast

Discussion Sequence:

098 765 4321	Testing	Testing	Discussed	Full Discussion	01/01/2028 RWF Breast
--------------	---------	---------	-----------	-----------------	-----------------------

NHS Number	Person Family Name	Person Given Name	Person Birth Date	Record ID	Contact Details
098 765 4321	Testing	Testing	01/12/1957		Pathway Details

MDT Discussion | Diagnosis Details | Tests and Investigations | Treatments | MDT Meetings | Specialist Referral | **Documents**

Save changes

Target Dates

28 Day	31 Day	38 Day	62 Day	Days into 62 day pathway
	07/12/2019			

Results View

MDT Discussion

MDT Meeting: 01/01/2028 RWF Breast - Age at MDM: 70

Reason for discussion: 1 - Full Discussion

Patient MDT Status: 3 - Discussed

CWT018: Discussion Indicator

Progression or Transformation?

MDM or Care Plan?: M - MDM

Pre or Post Treatment: Pre - Pre Treatment

Performance Status (WHO)

Co-morbidity Index for Adults

Staging and Grading

Lymph Node Score (for NPI)

Tumour Size in cms (for NPI)

Tumour Grade (for NPI)

Final Pre-Tx Staging

Final Integrated Staging

Clinical TNM

Integrated TNM

Update Clinical TNM

Update Integrated TNM

BR4120: NPI

Keyworker

Keyworker

Within the MDM discussion list, select a patient and click the 'Documents' tab to find the list of documents, previously created for this patient or create new items such as MDM Minutes or GP letter.

Keyworker	Keyworker 2
Keyworker Job Title	Job Title.
Keyworker Tel No	Tel No.
Keyworker Email	Email.

Cancer Plan Details (if care plan formed)

Care Plan Agreed Date	
Planned Cancer Treatment Type	
Detailed Treatment Plan	
No Cancer Treatment Reason	Any Palliative?

Outcomes and Actions

MDM Outcome	
Next OPA	Next OPA with
Stratified Pathway?	<input type="checkbox"/>
Ineligible for OAFU?	
Post MDM Actions	
Responsible for Post MDM Action	
Post Meeting Actions Status	

For those using Stratified Pathways, ticking this box will place the patient onto a stratified follow up pathway.

Please ask your Cancer Managers about local processes and who should tick this box...

Please select a patient from the following list to view their details.

MDT List +

NHS Number	Person Family Name	Person Given Name	Person Birth Date	Record ID	Contact Details
098 765 4321	Testing	Testing	01/12/1957		Pathway Details

MDT Discussion
Diagnosis Details
Tests and Investigations
Treatments
MDT Meetings
Specialist Referral
Documents

Create Document

Post MDM GP Letter
MDM Minutes 1
MDM Minutes 3

Drag a column header and drop it here to group by that column

Document Name	Document Created ▲	Document Last E
MDM Minutes 1	03/01/2020 14:08:10	03/01/2020 14:08:10

10 rows per page
Showing 1-1 from 1 rows

Click on Create Document and select the document template you want to create. The document will then be queued and created. To print the document, click the correct document in the list prompting it to open as a PDF and this can be printed for distribution. For distribution by email click on download in the top right-hand side of your screen and it can be saved as per usual to the desired location.

fdsfdfsdfsdfsdfs
 sf0y98s 9fso z zws eefsdfs
 efefesfhsOI0ieddds8ysf9sf
 fsdisdf0isif
 feseseof
 d dds ew w wewff ew ew jdhsd
 sd sdsBU Oi wfsfd sfs as sf sew
 efuiuiuiusfg78sfsfhs es e
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 w sfsz ziw szdsiu 9sdsdsff szf zsf
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