

## Instruction manual: uploading clinical information to the website

- To start uploading the clinical information of your patient open the website and go to Professionals – Upload clinical information.
- Do not close the webpage as your data will not be saved before you have submitted the clinical information.
- If all clinical information has been filled in click on ‘submit patient’.
- You will receive an email to confirm your submission. Please click on ‘Confirm Questionnaire’ to confirm your submission.
- Once your submission has been confirmed, the moderator of the website will receive an e-mail to ‘Approve’ or ‘Reject’ the filled in clinical form. The moderator will check the filled in form and will contact the physician if there are any uncertainties.
- When approved, the submitted information will be visible on the website at the ‘Graph and Chart’ page. If you would like to stay up to date on all clinical information uploaded to this website please visit the ‘Graph and Chart’ to view the latest information.