RA App- FAQ Help Sheet

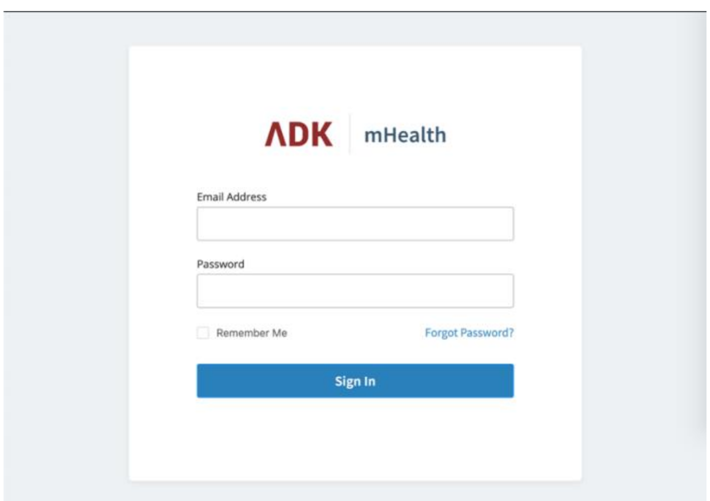
Overview

1. Clinical Dashboard
2. Adding Study Team
3. Adding Patients
4. Viewing Data
5. Other FAQs

The Clinician Dashboard

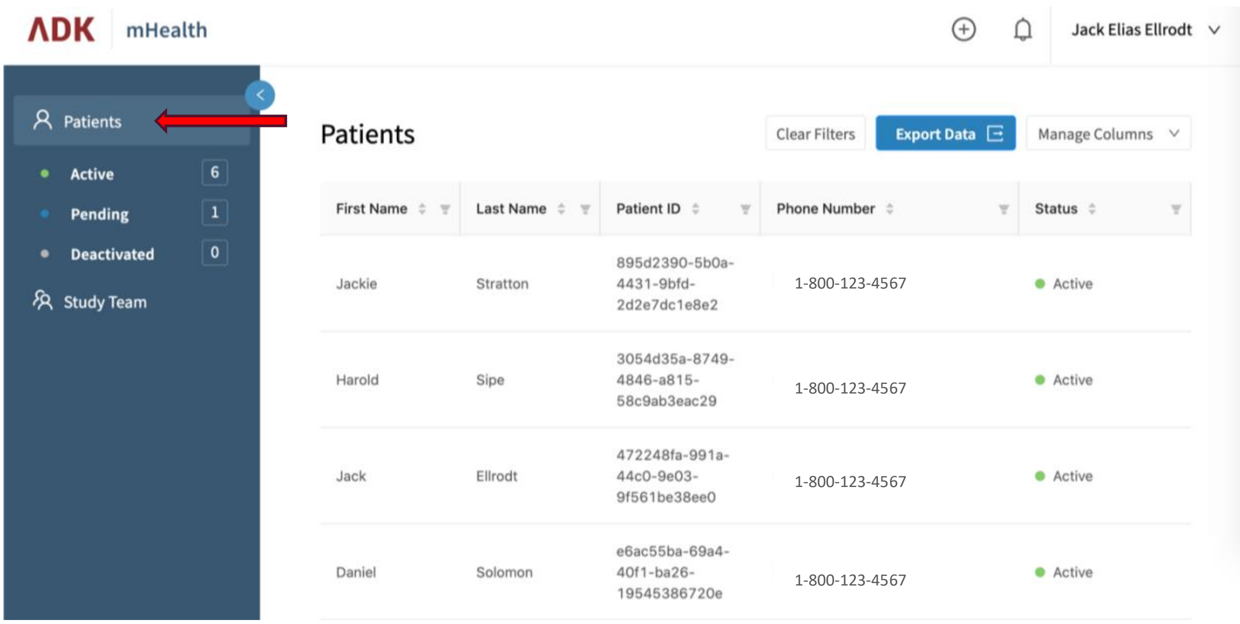
Accessing the Dashboard

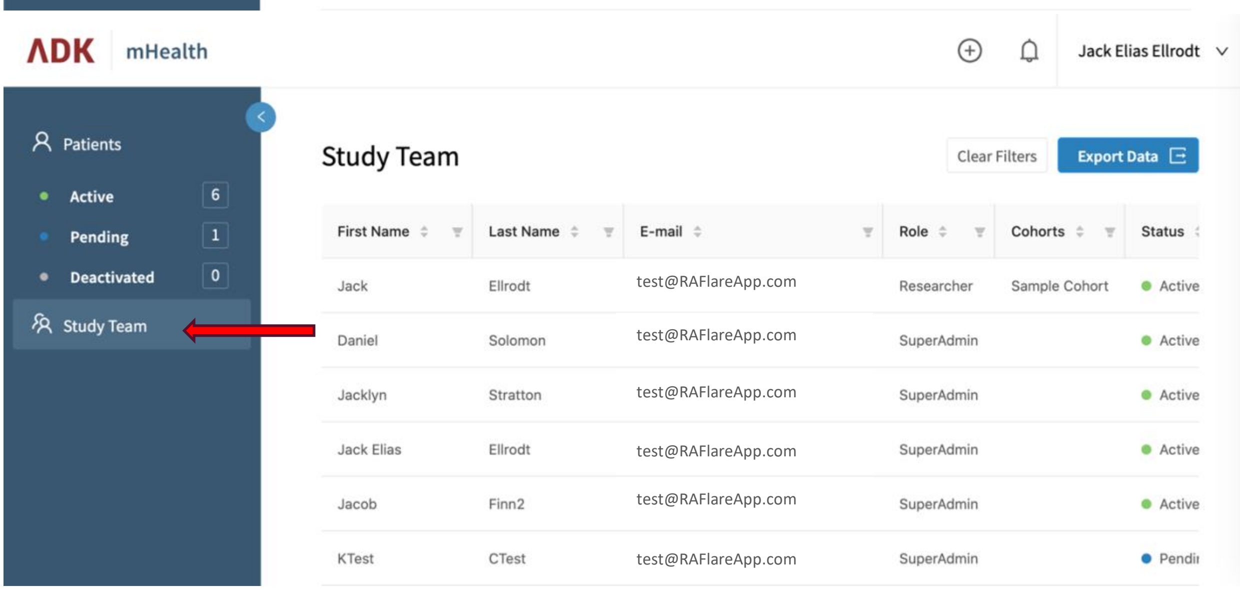
1. Go to Dashboard Website (https://ra-flare-staging.adkalpha.com/auth/login)
2. Sign up for an account with a secure username and password, bookmark page for easy access
3. "Sign In" will bring you to main clinician dashboard



Navigating the Dashboard

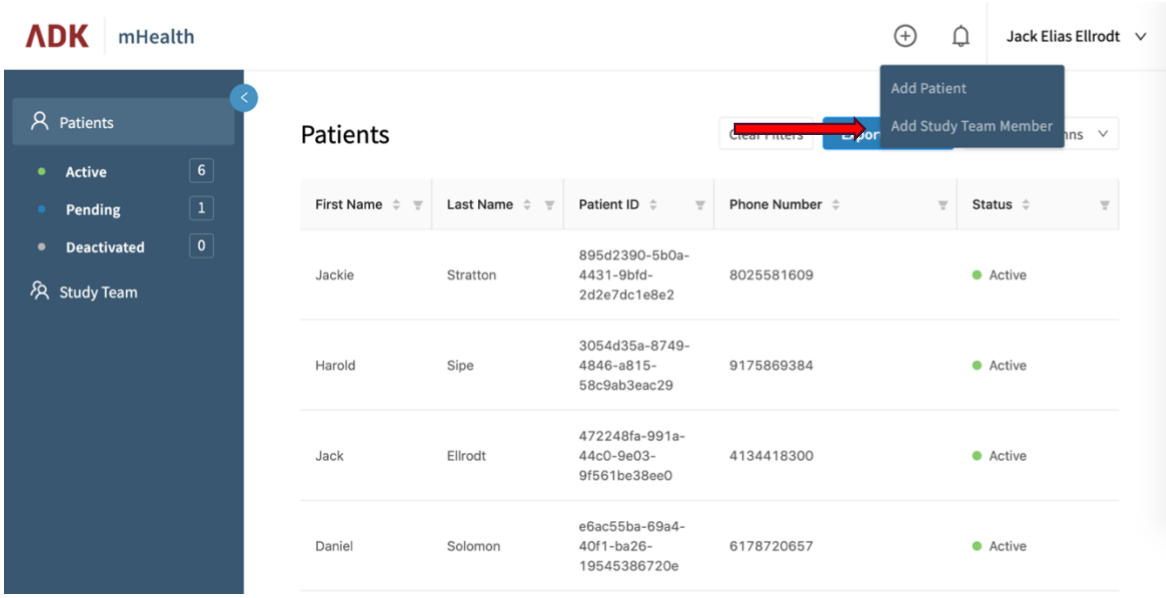
1. After sign in you will reach the dashboard home page. This will act as the hub for viewing managing the study team, adding new patients, and viewing patient data. Simply click in the left toolbar to toggle between patient and study team view.



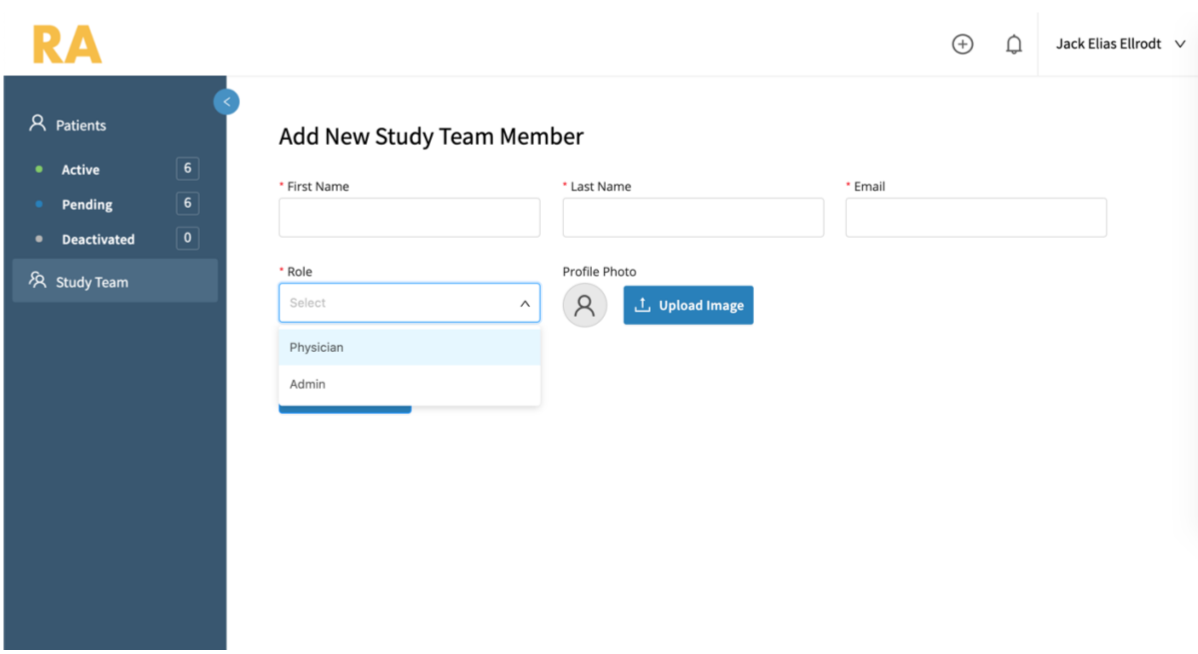


Adding Study Team Members

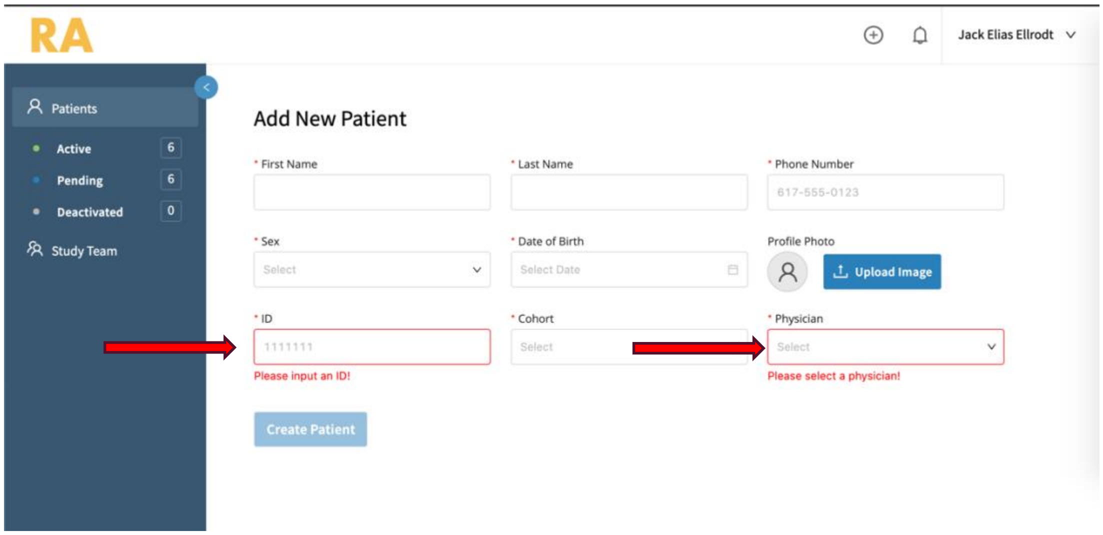
1. To add a study team member, return to the main dashboard and find the toggle menu in the top right of the screen.



2. Here you will create profiles for any of your team working with the app. After they are added to the team, each new user will get an email to create a login for the website which will allow them to access the RA flare page.

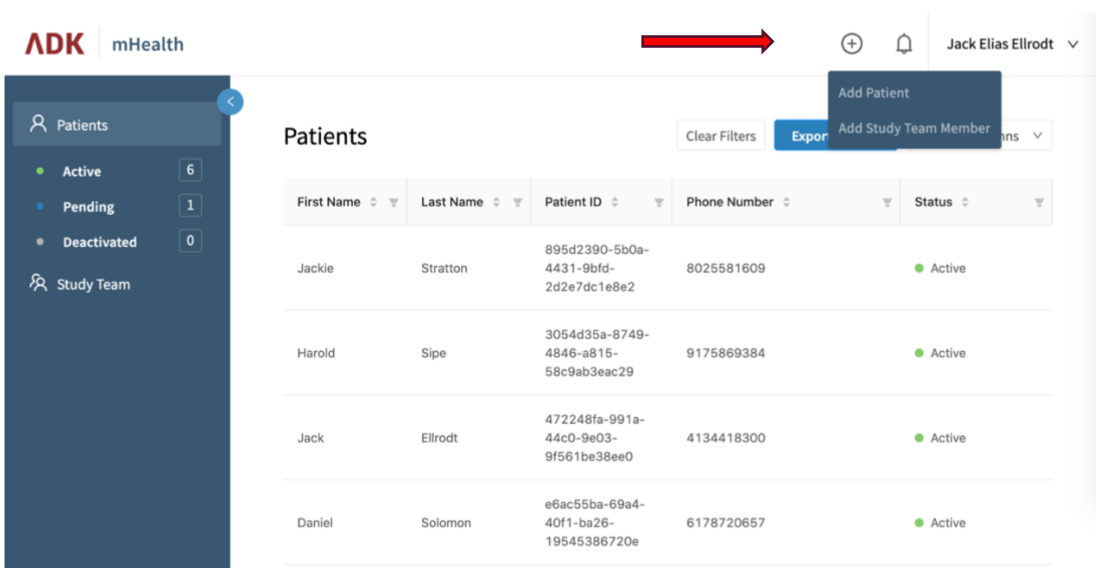


3. Adding a study team member looks similar to adding a new patient, but you will add them via email so they can access the dashboard and join the care team. We recommend designating one individual as the administrator to manage the page and add patients and study staff as needed.

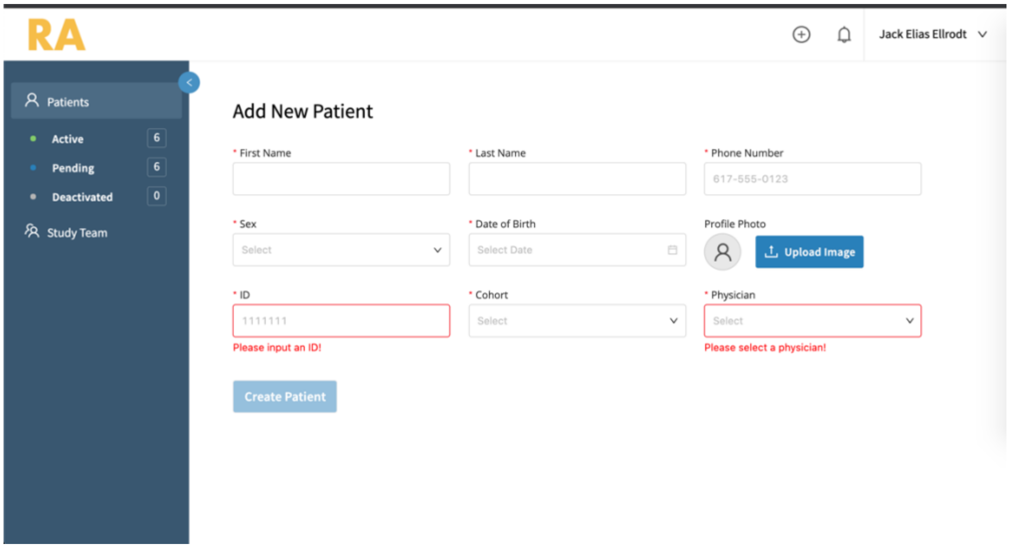


Adding New Patients

1. To add new patients, go to the (+) arrow in the top right corner of the dashboard. Select from this drop-down menu.

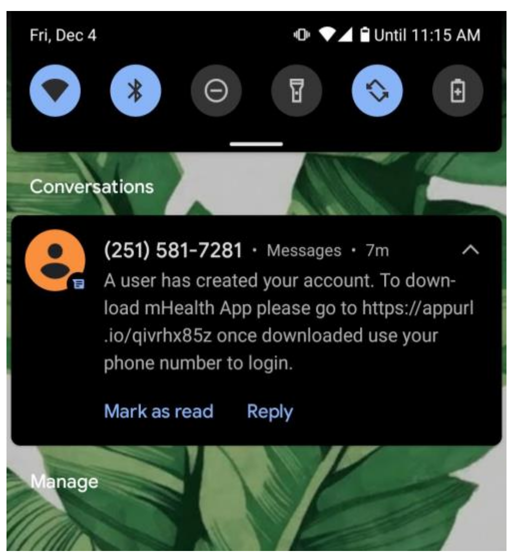


2. After clicking the “Add Patient” dropdown, the site will bring you to a new page. Here you can enter information for a new patient. The patient phone number will be the login for each individual patient, and they will be notified that they have been added to the patient group. (MRN is not a required field, and for the most part you will be operating with only one predesignated cohort).



3. One important note: If you are adding patients as an administrator, you must link the patient to a clinician. Clinicians adding patients will have their patient automatically added to their dashboard.

4. After a patient is added to the dashboard they should receive a verification text with a download code which they can use to access the app on their mobile device.



Frequently Asked Questions

Login Questions

1. **What if a patient forgets his or her login**? A patient's login is tied to their phone number and they do not need to remember any other login information.

2. **If you enter a patient's information incorrectly, can you edit it after creating an account?** Patient information can be edited in the patient profile which can be accessed by clicking on an individual patient in the clinician dashboard. You can edit everything but the phone number as that links the patient device to the dashboard. If the phone number is incorrect you will need to create a "new patient" and deactivate the incorrect profile.

Data Questions

3. **Who can see the app data?** Only your site's care team and no other developers or users of the app. Administrators can see all data for your site, while clinicians can only see their own patient's data.

4. **How can you export data?** You can export individual survey responses by clicking into a single patient in the clinician dashboard. These data will come out in csv format. Unfortunately, there is no way to download the graphs themselves, so you will need to screenshot or copy and paste them to a separate document if you wish to capture them.

5. **Can patients see their own data?** Patients are unable to see their own responses and weekly graphs. If a patient wishes to see their own responses, a clinician or administrator will need to send them screen captures or a spreadsheet of their data.