A quick start guide for support staff

As a delegate, you are a very important part of the *UK Knee Osteotomy Registry* process. You ensure that all patients are added to the system, are added onto a pathway, and have the correct operation date scheduled.

1 – Login

You will have been sent your details. Login to your consultant's *UKKOR* account using YOUR login details and then click their name from the **Login as** box.

2 – Add a patient

If you are not using a data feed, you will need to add a patient manually. Click on the **Add a Patient** tile on the left hand side of the screen, fill in the patient's basic demographics (including their email address) and click **Create a New Patient**.

3 – Add patient to pathway

Next, the patient you just added must be scheduled onto the Knee Osteotomy pathway. Select the Knee Osteotomy pathway from the drop down box, making sure to input the appropriate dates for clinic and/or theatre.

4 – View all patients in worklist

Finally, you will be able to see all patients due in clinic or theatre that day. If they have a red warning square to the right of their listing, they have outcomes scores overdue. You can see which ones these are by clicking on the box once. You may be asked to flag this up to your consultant, or ask the patient directly to complete their scores, dependent on your consultant's chosen process.

That's it! If you have any questions or need support or advice, please email
customer.support@amplitude-clinical.com