## INSTRUCTIONS FOR THE PATIENTS REGISTRATION

- Use CHROME +++ (not Internet Explorer)
- You have received an invitation to register a first patient. The invitation email is entitled: You were invited to join 'TOXIC-Europe PATIENTS' on Castor EDC
- Use the **same name and password** as when you registered your unit If case of problem, contact us at <u>contact@toxicstudy.org</u>
- Select the right questionnaire: "TOXIC-Europe PATIENTS". Click on this name.



• Then, go to "Records" on the left side (see the red circle, below), in

<b>9</b> Castor EDC		×	+		
$\leftrightarrow$ $\rightarrow$ $C$ $\triangleq$ data.castoredc.com/studies/#manage_JeyHoobCiWMcCKG8myhCZX ta					
9	යිය Structure	~	TOXIC-Europe PA	ATIENTS •L	ive (v.317.71)
	Forms	~			
®,	Records		Search:		in Record
	Reports		Record 🔺	Institute	Last ope
	Surveys		001-0001	Unit 1	02 Nov
	DE Monitoring	~			
	I Statistics				

• To start the registration of a new patient, click on the blue button "+ New" (see below):

TOXIC-Europe PATIENTS • Live (v.317.71)									
Search:		in Record	•	Exact match	()• 🖶	List view	• +	New	<b>▽</b> Filters
Record 🔺	Institute	Last ope Last ope	Progress	Created by	Created on	Updated on	Updated by	Qu A	Actions

Select your unit, using the scroll button (see the red circle, below).
 Your unit ID should had been sent by the coordinating center via email.
 The unit ID has the form: "Unit digit(s)" for instance "Unit 1":

New record details ×				
Institute: Record ID:	Please select an institute			
		Next		

• Once you have selected you unit, a "Record ID" is automatically generated. In our example, the "Record ID" is " 001-0001" (see below).

New record details	×
Institute: Record ID:	
	Next

• Then, the questionnaire begins, you can complete it.

Record ID: 001-0001 • Live (v.317.71)				
TOXIC	Start 1. Introduction and inclusion criteria			
Record: 001-0001	1.1 Reminder: Inclusion Criteria			
Progress: 0%	Introduction			
• Completed				
Start :	The TOXIC=Europe PATIENTS questionnaire aims at collecting data on acutely intoxicated patients admitted to ICU/HDU. To help you completing			
Completed	this questionnaire, you can consult the "Manual for PATIENTS" on our			
Introduction and inclusion criteria	website <a href="https://toxicstudy.org">https://toxicstudy.org</a> (page " Documents"). For specific issues related to Castor, you can consult the " Castor / Patients inclusion" document on the same website and page. You can also always contact us at			
Completed	contact@toxicstudy.org			

• For help and detailed instructions, please use the "Manual of operations – PATIENTS" available on our site, on page "Documents".

Site: https://toxicstudy.org

## Page: Documents

Name of the document: "Castor Manual of Operations – PATIENTS" (see the red circle, below):

toxicstudy.org/documents

HOME	Documents Organization FAQ	Contact
Protocol Download	List of National Coordinators	Medical Ethical Committee UMCU
Castor first time - UNITS First time / Unit First time / Unit	t time - PATIENTS /Unit Download	Operations - Castor Manual of Operations - PATIENTS Download
Screening log template -	Screenina loa template -	Contract between institutes -

You can always contact us at: <a href="mailto:contact@toxicstudy.org">contact@toxicstudy.org</a>