

Best Practices when Pushing Eligibility Checklist (EC) Data from OPEN to Rave

1. Introduction

To ensure that the Eligibility Checklist (EC) data is successfully pushed from OPEN to Rave using the CTSU systems, there are some best practices that need to be followed. This document provides information to avoid or address common issues that have been encountered when a study is setup for OPEN to push the EC data to Rave.

1.1 Background

Due to certain limitations in Rave, a few specific types of form data in caDSR are not supported in Rave. When a form with such characteristics is downloaded from caDSR to Rave using the Architect Loader Specification (ALS) Download Collection, to accommodate these limitations of Rave, the ALS Download Collection will manipulate the form definition during the download process. This will create a mismatch between the form definition in OPEN and the form definition in Rave. When a study is initially setup in OPEN and Rave and EC data needs to be pushed from OPEN to Rave, if this specific issue is detected, then it needs to be resolved before the study can be activated.

1.2 Rationale

Since the occurrence of these issues are few and far between, this is being addressed through policies and best practices, instead of building an elaborate system-based solution.

1.3 Form Download Process from caDSR to OPEN and Rave

Figure 1 depicts the process for creating an EC form in caDSR, how the EC form definition is transferred to OPEN and Rave, and scenarios where the EC data transfer from OPEN to Rave can fail.

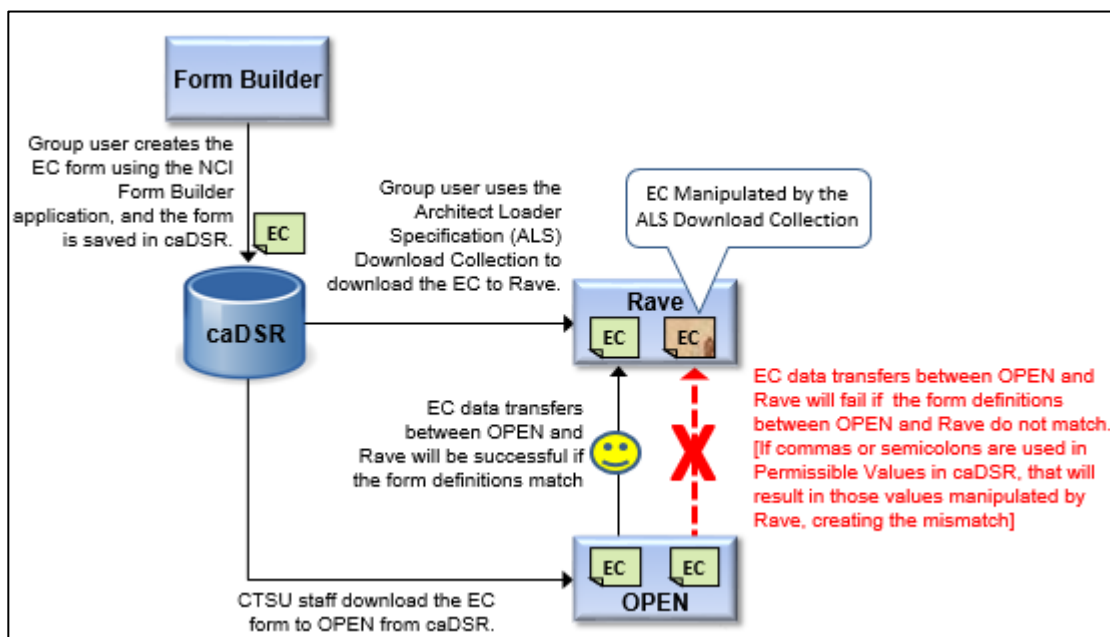


Figure 1: EC Form Creation and the EC Data Transfer Process

1.4 Guidelines for Ensuring EC Data can Successfully be Pushed from OPEN to Rave

If EC data is going to be pushed from OPEN to Rave using CTSU's systems, the following guidelines should be practiced:

- 1) The same CDE cannot be used more than once on the same form (Rave cannot support the same CDE more than once, hence it will modify the data point identifier in Rave, which will create a mismatch).
 - a) To resolve this issue, unique CDEs should be used for each question within a form. CDEs can be reused in different forms for the same study.
- 2) Commas or semicolons cannot be used in the coded values in any question Data Dictionaries in Rave. If commas or semicolons are used in a question's permissible value in caDSR (which are known as a "Coded Value" for a Data Dictionary in RAVE), then when it gets downloaded to RAVE using the ALS Download Collection, the commas (",") are replaced by "@@" and semicolons (";") are replaced by "##" in the coded value of the Data Dictionary in Rave, which will create a mismatch in the form definition.
 - a) To resolve this issue, the commas or semicolons should be removed from the "Permissible Value" of the question in caDSR (to match the Coded Value of the Data Dictionary in Rave), and:
 - i) The revised EC form can be downloaded again to OPEN and Rave.

OR

 - ii) The revised EC form can be downloaded to OPEN, and in RAVE the Data Dictionaries can be updated manually by removing the @@ and ## characters that were inserted by Rave (in place of the comma and semicolon).

- b) Please note that commas and semicolons can be used in the user data string of a data dictionary as well as in any question text or instruction text.
- 3) Checkboxes which allow multiple responses to be selected at the same time for the same question cannot be used (radio buttons are ok). The ALS Download Collection in Rave will split these checkbox questions into multiple questions in Rave. This will again create a mismatch between the form definition in OPEN and Rave, which will cause the EC data transfer transactions from OPEN to Rave to fail.
 - a) To resolve this issue, EC questions that allow multiple responses (select all that apply), should be modified to allow only a single response at one time by breaking the question into multiple questions.
- 4) Since the Field OID is the caDSR Short Name, the caDSR Short Name must not use special characters such as “(”, “)”, or “;”. The underscore (“_”) character is the only supported special character for the Field OIDs or Form OIDs in Rave.
 - a) To resolve this issue, replace the special characters in the caDSR Short Name with an underscore.

The issues outlined in this document are also indicated in the instructions document for the Rave Study Activation Checklist (which is available on the Help tab of OPEN).

Revision History			
#	Date	By	Description
01	4/10/2014	Mark Stauffer	Created initial version.
02	4/10/2014	Vanitha Chockalingam	Reviewed and updated.
03	4/14/2014	Mark Stauffer	Updated section 1.1 and figure 1.
04	4/14/2014	Vanitha Chockalingam	Reviewed and updated.
05	4/14/2014	Jayan Nair	Final review.
06	4/21/2014	Kathi Celii	Reviewed and updated.
07	12/4/2015	Mark Stauffer	Added guidelines regarding the caDSR Short Name.
08	12/4/2015	Jayan Nair	Reviewed and approved the changes.
09	22-Apr-2022	Thomas Healand	Moved to Architect Loader Specification (ALS) Download Collection from Rave Object Cart Importer (OCI) tool.
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