

Patient Protocol Manager is one of two major components of the PowerTrials solutions. Patient Protocol Manager (PPM) is used to enroll and manage enrollment of patients into studies.

### Taking a Patient Off Study

**STEP 1:** Log into Patient Protocol Manager.

**STEP 2:** Select the applicable Initiating Service from the list and locate the protocol you wish to take the patient off study.

**STEP 3:** Locate and right-click the patient's name that is to be taking off study and select View/Edit Enrollment.

**STEP 4:** Select the Off-Study tab.

- Enter the date you removed the patient in the Off-Study Date box.
- Enter the Removal Person, Removal Institute, and Removal Reason information.

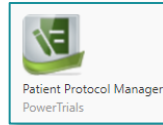
**NOTE:** If the Study Type of Therapeutic was selected when creating the protocol, there will be three tabs available: Enroll, Off Treatment, and Off Study.

**NOTE:** For Non-Therapeutic studies, there will only be two tabs: Enroll and Off Study. The Off Treatment and Off Study tabs contain the same fields.

**NOTE:** A free-text comment must be entered if you select Other from the Removal Reason list.

**STEP 5:** Select OK.

- The patient's details are updated. The applicable column (Off Study or Off Treatment) is updated with the date entered that the patient was taken off.



### SmartZone Alert

➤ A SmartZone alert will appear in the patient's chart when staff enter the chart. In order for the alert to fire and appear, the following events need to occur:

- Once the protocol has been built and the patient is enrolled into the study.
- After the patient has been enrolled into a study, the SmartZone alert will trigger upon opening the chart.

**NOTE:** When a patient is off treatment the Smart Zone alert will still appear until they are taken off study.

