

eBase v8 Manual donor module





Table of contents

1. Entering a Donor	3
1.1 Creating a donor	3
1.2 Donor screen	4
1.3 Viewing or changing donor data	
1.3.1 Donor Intake	į
1.3.2 Donor passport	ϵ
2. Donor characteristics	7
2.1 Making donor active	7
2.2 Stop using/blocking donor	7
3. Freezing donorsemen	7
3.1 Setting up vessel	8
4. Release	g
5. Trial defrosting	10
6. Matching	12
7. Treatment	14
8. Reservations	16
8.1 Overview of reservations	17



1. Entering a Donor

1.1 Create Donor

From the navigation menu, open the 'Donor screen' option.



Figure 1: Creating a donor.

The Donor screen will open, and a subsequent screen will appear.



Figure 1: Creating a donor.

Click on 'new' and then enter the desired data. If it is a donor who wishes to be registered in the system anonymously, this can be done by placing a check mark in the 'censored' field.

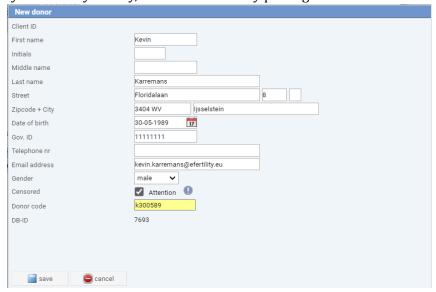


Figure 2: entering donor data.



When entering a donor number, a check is made for the uniqueness of the code used. The donor coding used is freely selectable.

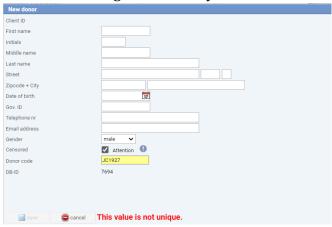


Figure 3: entering donor data.

An alternative method of creating a donor is from within the clinic view. From the navigation menu, open the dossier. Here, using the search option, a new person can be created by clicking the + button.

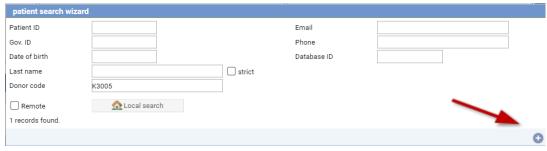


Figure 4: Creating new donor.

This will display the screen below. Important in this screen are the donor number and the check mark censored donor.



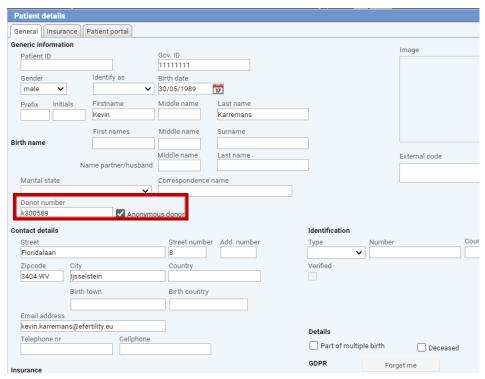


Figure 5: entering donor data.

1.2 Donor screen

Through the 'navigation menu' it is possible to choose donor screen. The 'main page' of the Donor Module.



Figure 6: opening donor screen.

When opening the donor screen, the "donor search" widget appears. Then select the desired donor here.



Figure 7: search donor.

The donor screen opens (see print screen below).



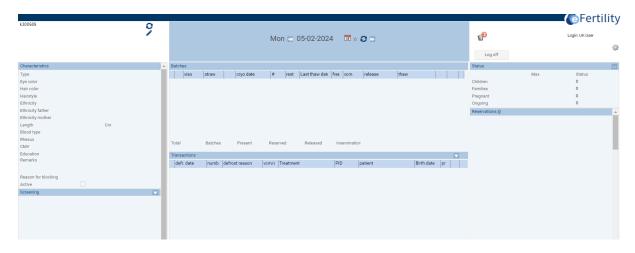


Figure 8: donor overview.

1.3 View or change donor data.

At the top left of the donor screen are the donor details. To view detailed information and/or edit data click on the pencil (<). The edit screen will open.

1.3.1 Donor Intake

From the edit screen, the donor intake form can be accessed (intake).

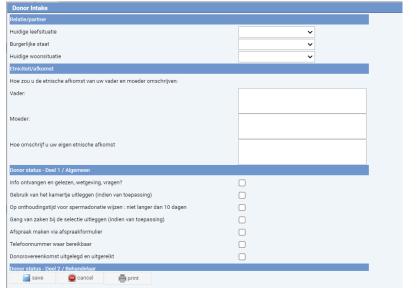


Figure 9: Partial overview donor intake. Scroll down to complete the entire intake.

(Note that the intake is fully customizable in the questionnaire tab in the administrator menu)

1.3.2 Donor passport

From the edit screen, the "passport" can be accessed (paspoot).





Figure 10: partial overview of donor passport. Scroll down to complete the entire donor passport.

1.3.3 Donor status

From this status screen, you can see how many successful pregnancies this donor has had and the treatments this donor is linked to.



Figure 11: status donor screen. Click the detail button, a status screen appears.



Figure 12: Donor patient status screen.



2. Donor characteristics.

Donor characteristics are displayed on the 'Donor screen'. Characteristics can be added or changed through the detail screen.

2.1 Making donor active.

A donor can be used in a "matching" with the patient when it is "active. This is indicated by the check mark on the trait screen. An active donor must also have released straws available to appear in the matching.

2.2 Stop using/blocking donor.

A donor may no longer be allowed to be used for various reasons. This can be a temporary - or a permanent reason. For a permanent reason, setting the donor to "inactive" may be sufficient. No further matching can then take place. It is also possible to block the use of straws from a particular donor. A reason must then be entered (see figure). In addition to new matching, this also blocks existing reservations.



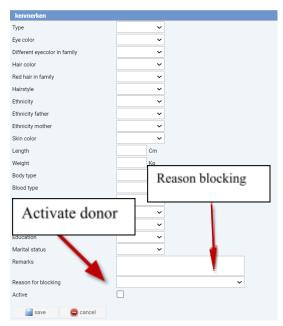


Figure 13: Overview of donor characteristics.

3. Freezing donor semen

Donor semen freezing is done from the lab view.

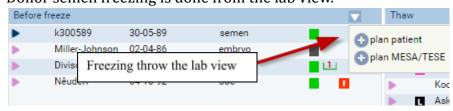


Figure 14: freezing donorsemen.

In the before freeze widget click on the before freeze button. If the semen data has not been saved before, the following message appears:





Figure 15: freezing donorsemen.

If you want to save, choose Yes. You will return to the freezing widget. Then choose 'freeze' again, the widget 'Add Cryobank semen batch' will open.

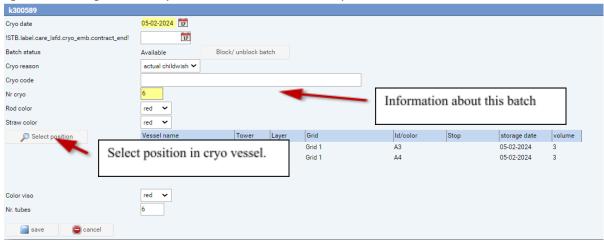


Figure 16: Adding semen batch.

To place a batch in a vessel, it must contain a number of straws. The straws can be assigned to a place in the vessel using the 'Select position' button. One batch can be distributed over several spots.

3.1 Setting up vessel.

To create and set up a barrel, please refer to the **Vessel management manual**.



4. Release

Release is based on the screening of the donor. With a censored donor, this does not come with the blood values connection. So manual entry of blood values is required before the batch can be released. The screening has a certain validity. Therefore, just before release there will be a screening result. Open the navigation menu and then the 'donor screen' menu.

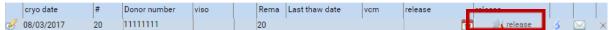
To manually complete the screening click on the arrow by the screening table. Click 'new' and next screen appears:



Figure 17: Introducing new donor screening.

Click 'new' to manually enter a blood test. Click 'save.

Open the navigation menu and click on 'release'. The 'release' screen displays all <u>unreleased</u> batches of donors. Click and a date appears in the 'Release' table.



This date indicates within the system that <u>this batch</u> may be used. This determines the absolute straw stock. Screening data belonging to the selected batch are displayed at the bottom of the screen. For each screening, the age of the results compared to the batch is indicated.

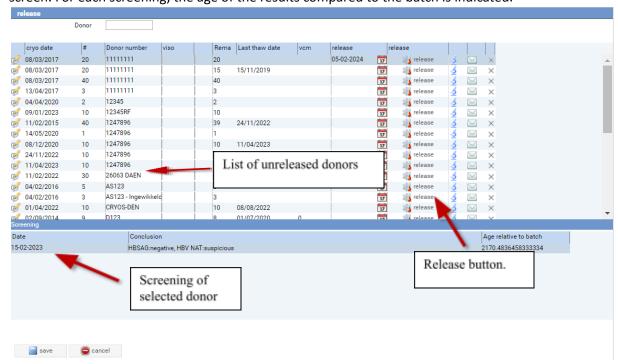


Figure 18: Release screen.



5. Trial defrosting

On the donor screen, a 'trial thaw' can now be done by clicking in the 'Batches' widget. Note that the 'Reason for thawing' is 'trial thawing'.

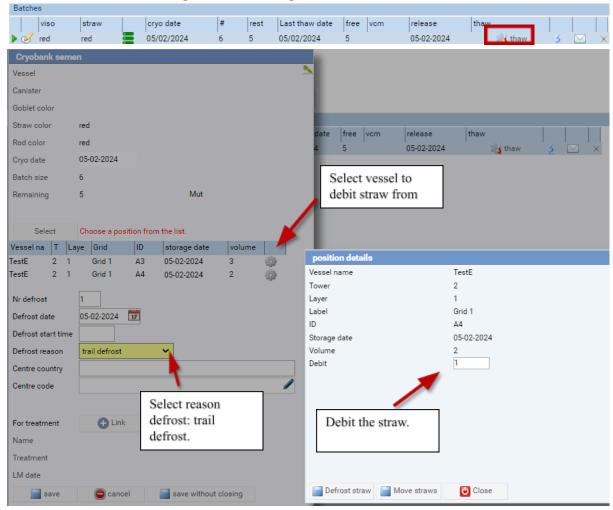


Figure 19: screen trial defrost.

The button opens the Cryobank semen. Here the straws to be debited are displayed. In a test thaw, the quality is checked. The resulting VCM applies to the entire batch. The trial defrost is now shown in the 'transactions' table.



Figure 20: trial defrosting screen.

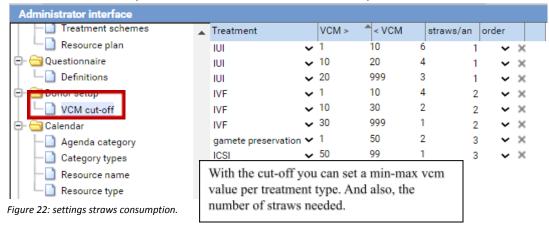


When matching, it is important to know how many straws are needed from a particular donor. This depends on the quality of the batch.



Figure 21: VCM information.

In the admin menu you can set at which VCM how many straws are needed.



This is used to calculate "insemination batches". There is also the possibility to do this manually in the detail screen of a batch. This way you can check if it is working properly. Click on the batch's pencil symbol and the information screen will open. Click on 'insem batches' to have the program perform the calculation.

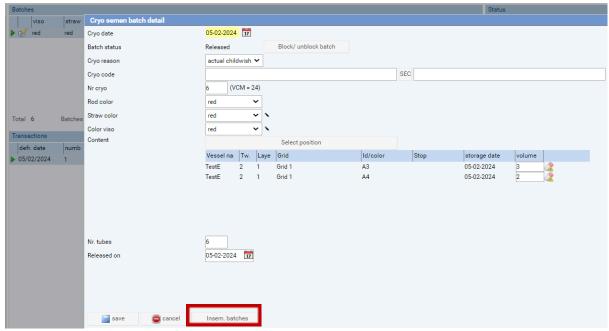




Figure 23: Calculate straws stock for treatment.

Close the information screen and move the cursor to the 'rest' number. The tool tip 'number' and 'rest number' show the numbers plus the number of cycles. For example: 1 straw for IUI $(5x)\Box$ a single IUI requires 1 straw. This batch has enough for 5x IUI. Furthermore, 2x IVF and 2x ICSI treatments can be performed with this batch.



Figure 24: Tip tool number of treatments.

6. Matching

Now that the donor has been entered and released batches are available, "matching" can then begin. For this purpose, a screen is available in the clinic view. Matching is not done from the donor but from a patient (first select the patient). Find the patient in the clinic view and open the navigation menu. Click on 'matching' and the matching screen becomes visible.



Figure 25: opening matching module.

Specify the characteristics on which the match should be performed. With the cross it is possible to remove a selection. After this, click on the 'search' symbol.

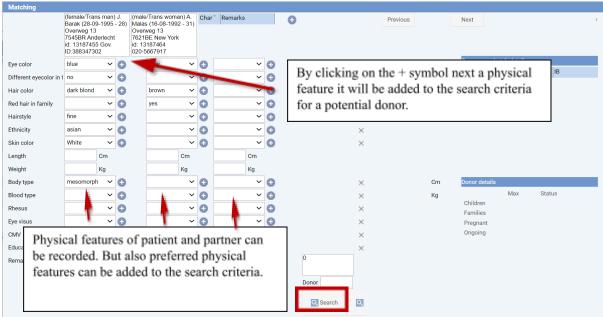


Figure 26: patient/partner characteristics.



After searching, a screen appears with the donors that meet the criteria. A choice can be made from this list.

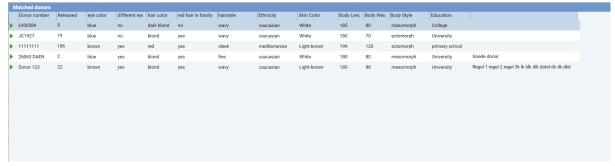


Figure 27: donors found.

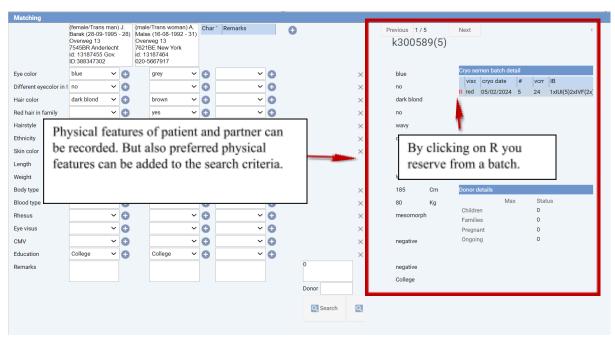


Figure 28: Characteristics matched donor.

The 'R' (reserve) button then allows you to reserve straws. Reserved quantities are deducted from the stock of available batches. An end date can also be added to a reservation.

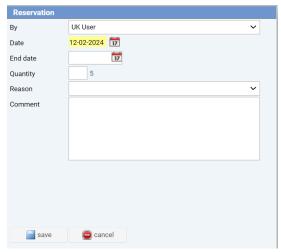


Figure 29: reserving donor semen.



7. Treatment

To deploy a donor, it must be selected in a cycle. The system indicates when a cycle is created if there are reservations. Depending on a patient's history, the demand may differ. This depends on whether there has already been a donor cycle and if so with which donor. In the example below, there is a reservation with 'k300589', but the current episode is with a different donor. A selection screen will then appear where the donor can be chosen. So there can be reservations with multiple donors but when scheduling the cycle, the donor for that cycle is chosen.

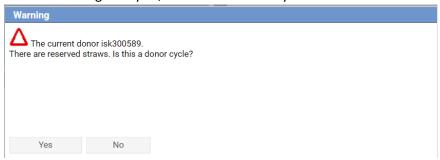


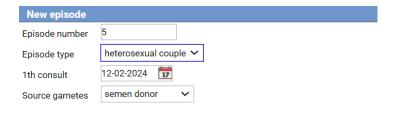
Figure 30: donor semen treatment cycle.

re	reservations							
	Date	#	Donor number	Ву	End date	Notes		
•	12-02-2024	1	K300589	UK User				
•	01-02-2024	10	JC1927	karremans, kevin				
•	21-08-2023	3	12345	Ting, Bong	21-08-2024	Test		
•	10-11-2022	1	11111111	Leeuwen, Tim van				
•	12-02-2020	1	Donor 123	Jansen- de Vries				
•	19-12-2018	1	Donor 123	Jansen- de Vries	19-12-2019			
	Close							

Figure 31: Overview of reservations.

That donor is then attached to the episode or a new episode is created. When this has gone properly you will see the donor at the top of the title of the treatment entry screen.





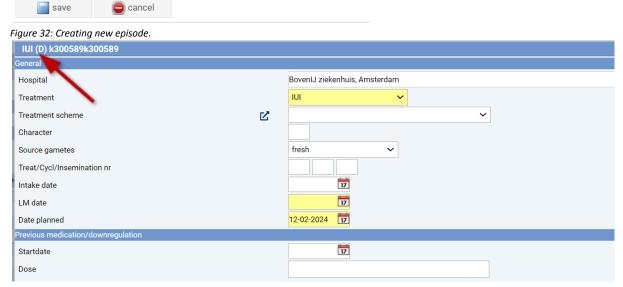


Figure 33: donor treatment cycle designation.

In this cycle, the "use cryo semen" button must still be clicked to indicate that something is to be thawed from the donor. This must be done separately because the date of the puncture is not yet known when the cycle is created. This date determines the thawing date of the semen.



8. Reservations

When scheduling insemination, "plan cryo semen" can be chosen in the donor cycle.

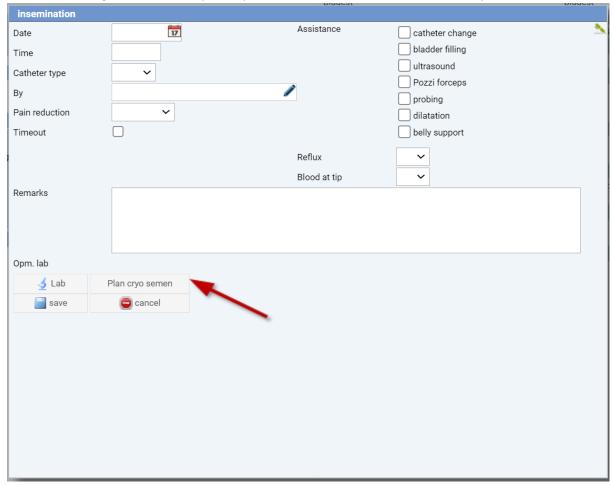


Figure 34: Schedule cryo semen button.

This takes care of placing the donor on the lab's thawing day list.



Figure 35: Thaw list.



When canceling from the defrost list, the reservation is also cancelled.

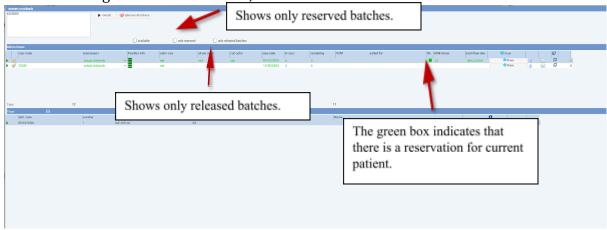


Figure 36: inventory overview.

8.1 Overview of reservations

Finally, there is a screen with reservations that are up for review. These may have expired (end date) or the linked patient is pregnant. Based on this, an administrator can remove the reservations. Deleting is 'just' deleting.

A reservation appears on the 'review' list if it has an expiration date (which has passed) or if the patient became pregnant after the reservation was placed. Of course, reservations that have already been used will no longer appear on the list.

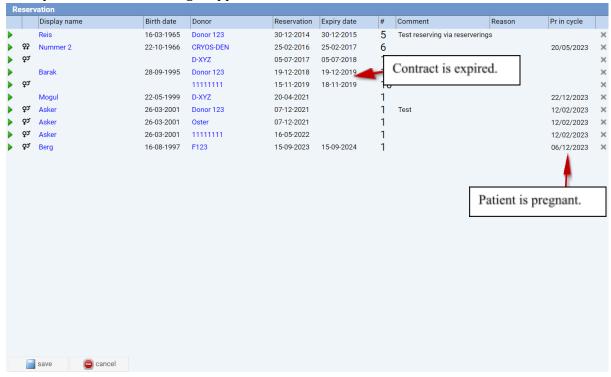


Figure 37: Overview of reservations.