Introduction

Web Plus is a web-based application that collects cancer data securely over the Internet. Records are saved in a secure database at the Texas Cancer Registry, and cases entered by one facility or office are not visible to other facilities. Data entered is validated by the NPCR-EDITS engine. Users, display types, and edit configurations are managed by TCR. Web Plus is hosted on a secure web server that has a digital certificate installed. The communication between the client and the server is encrypted with Secure Socket Layer (SSL) technology.

The Abstract Data Entry screen follows the same order as the TCR Cancer Reporting Handbook. The data entry screen contains four parts: Patient Information and Demographics, Cancer Information, Staging, and Treatment Information.

Web Plus does not have a derive/default feature for fields such as Registry Number.

Logging in to Web Plus

- 1. Open the Web Plus in your browser: https://registryplus.dshs.texas.gov/logonen.aspx
- 2. Log in using your user ID and password.

Note: TCR sends new users their user IDs and passwords via email. If you did not receive an email, please contact <u>TCRTechSupport@dshs.texas.gov</u> or by phone at (512) 776-3617.

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Creating a New Abstract

1. On your Web Plus homepage, click on **Facility Abstractor** under the Hospital assigned that you will be abstracting cases for.



2. Click on **New Abstract**.

Note: Web Plus times out after approximately 20 minutes of inactivity. Save your work as you abstract as unsaved information will be deleted if Web Plus times out.



- 3. Enter an abstract and click on **Save** at the bottom of the page to save the abstract to the data base. The abstract is not edited each time you save (see Figure 3).
 - The blue box with a triangle at the end of each field indicates a drop-down menu containing data choices for the field.
 - The question mark icon shows additional data entry help is available in the message area to the right of your abstract.

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Note: All edit errors must be resolved to complete and release the abstract to TCR. Although edit warnings are for your information and are not required to be corrected prior to completion of the abstract, all edits must be resolved

prior to releasing the abstract to TCR. Once an abstract is released the abstractor cannot make additional changes to the abstract. If additional updates need to be made after an abstract is released, contact your TCR Regional Representative.

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4. To correct errors in your abstract, click on an error message to move to that field in the data entry area and make corrections. Click **Save** to save your corrections and select **Run Edits**.



Note: If your abstract has passed all edits but you have not entered all information needed to complete your abstract, **do not** release your abstract to TCR. Click on No

to save and return later. If you release your abstract, you will no longer be able to edit it.

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Finding and Opening a Saved Abstract

1. From the facility abstractor page, click on **Find/Open Abstract.** To view a listing of all abstracts, click Find.



2. To search for a saved abstract for a specific patient, enter the patient's first or last name in the Name box or social security number in the Social Security box. Click on **Open**.

🔇 Web Plus		×	+										-		×
← → C	🗎 re	gistryplus.dshs	s.texas.gov/	frmfindabs	tracthospitalus	er.aspx					\$				
Web Plu	IS										Texas Ca TCR Tecl	ancer Registry			
Home		New Abstract	t Fir	nd/Open Abstr	ract Releas	e Abstracts	Re	ports	Chang	e Password	(512) 110	Help	Log o	ut	
Find Abst	tract														
To view a listi To find an abs Social Securi	ng of all ab stract for a sy box belo	stracts, click Fi specific patient w, and click Fin	nd. , enter the p d. Search or	atient's first n partial nar	or last name in ne and social se	the Name b curity is sup	ox or social s oported.	ecurity nu	mber in the						
You can also	search by	abstract status	and/or sourc	e by selecti	ing from the dro	p-down lists	provided.								
Name		Social	Security		Status	All	✓ Source	All	```	•					
Find															
Total abstract	s: 38. Loca	te the abstract of	f interest, and	l click on eith	er the Open or D	elete link in ti	he Actions colu	umn of the t	table below.						
Action	AbsRefID	Last Name	First Name	DxDate	Social Security	Birth Date	Primary Site	Laterality	Abstractor	Edit Errors	Status	Source			
Open Delete	1472875	BONNET	BLUE	01/01/2019	999999999	01/01/1950	C619	0	AV	0	Complete	Facility Abstractor	_		
$\mathbf{\hat{U}}$															

3. Once the information has been entered and the abstract is fully complete, click on Yes to release the abstract to TCR. A message will appear indicating that the abstract has been released to the central cancer registry.

S Web Plus × +			- 🗆 X
← → C	ntrytype1.aspx?absrefid=0		\$
Web Plus		Tex TC	as Cancer Registry <u>R Tech Support</u>
Home New Abstract Find/Ope	n Abstract Release Abstracts	Reports Change Password	Help Log out
Enter new abstract		Add/View Comme	nt Run Edits Session time
All data items marked with an asterisk (*) are required.			left: 100 minutes
Reporting Facility Number * 🔎 0000009999) (9)	Edit Errors Help	
Reporting Source * 1	. •	EDIT RESULT	
Date of Adm/First Contact * 20190101	- @	Editset Name: TCRCRV18 Abstract	
Registry Number * 201900001	Ĩ @	This abstract passed all edits and can be rely	accord to your control concor registry
Patient Medical Record # * 1234567] 🥹	Do you want to release it? Yes No	eased to your central cancer registry.
Class of Case 10	0		
PATIENT INFORMATION/DEMOGRAPHICS		1 î	
Patient Last Name BONNET			
Patient First Name BLUE			
Patient Middle Name			
Patient Maiden Name	0		
NameAlias	0		
Patient Street Address * 1100 W 49TH ST	0		
Addr at DXSupplemental	0		
Patient City AUSTIN	Ĩ 🕘		
Patient State TX			
Patient Zip Code 78749	-] 🥹 🗸 🗸		
Click to save the abstract and run data Edi	ts. See the box to the right for Edits results	each time the abstract is saved	
Jave Jave			Þ

Releasing Abstracts

- 1. For abstracts that are fully completed and ready for release, select the **Release Abstract** tab in the menu bar.
- 2. Select the abstracts that you want to release to TCR by checking the box in the release column.
- 3. Click the Release Selected Abstracts button.



Please select th	lease select the abstracts that you would like to release to your central registry by checking the box in the Release column. Then click the Release Selected													
Abstracts button at the bottom of the page. Please note that only completed abstracts are available for release.														
AbsRefID	Last Name	First Name	Abstractor	Diagnosis Date	Primary Site	Date Case Completed	Release							
<u>1472875</u>	BONNET	BLUE	AV	01/01/2019	C619	02/02/2021								

Select All	Unselect All	Release Selected Abstracts	<
001000741	On Sciect / III		

Web Plus Reports

Multiple reports are available to Web Plus abstractors. This table describes the information available in each report.

This report	Lists						
Local Reports							
Abstracts Submitted Sorted by Abstractor	All abstracts that a facility has released within a given timeframe. The abstracts are sorted first by the name of the abstractor and then by patient name.						
Abstracts Accessed Sorted by Patient Name	All abstracts that a facility has released within a given timeframe sorted by patient name.						
Descriptive Statistics on Released Abstracts	Descriptive statistics on released abstracts such as demographics and site group.						
Activity Report	The number of released and unreleased abstracts for each month of the selected date range.						
Audit Reports							
System Logins	The users from your facility and their times for logging in and out of Web Plus within a selected date range.						
Abstract Updates	The dates and times that abstracts from your facility have been updated.						
Abstract Searches	The abstractor, the date, and time for all searches for abstracts at your facility.						
Abstract Deletions	The dates and times that abstracts have been deleted at your facility.						
Abstract Releases	Information about abstracts released from your facility including release time, date, and abstractor.						

To view a report, select **Reports** from the menu bar. Then click the name of the report you want to view. It will open in a separate window.

🚱 Web Plus	>	< +				-	- 0	×
← → C	registryplus.ds	hs.texas.gov/localre	ports.aspx		\$			
Web Plus						Texas Cancer Reg TCR Tech Support	gistry	
Home	New Abstract	Find/Open Abstract	Release Abstracts	Reports	Change Password	(512) 776-3617 Help	Log	out
Local Report	s							
Abstracts Submit	ad Castad by Aba	tractor						
Abstracts Access	ed Sorted by Abs	ent Name						
Descriptive Statis	tics on Released	Abstracts						
Activity Report								
Facility Outstandi	ng DCO Abstract	Listing Report						
Facility Outstandi	ng Pathology Abs	tract Listing Report						
HIPAA Accounting	g of Disclosure Re	eport						
Audit Reports								
System Log-ins								
Abstract Updates								
Abstract Searche	<u>s</u>							
Abstract Deletion	<u>s</u>							
Abstract Release	<u>s</u>							

Examples of Web Plus Reports

Local Reports

Abstracts Submitted Sorted by Abstractor

2/2/2021 10:20:53	2/2/2021 10:20:53 AM Texas Cancer RegistryABC HOSPITALWeb Plus Cancer Abstract Submissions by Abstractor													
Choose a date rang	hoose a date range: From: 01/02/2012 🔢 To: 02/02/2021 🔛 Select Printable Report													
Abstractor. CD														
Patient Name	Social Security #	Medical Record #	Birth Date	Diagnosis Date	Primary Site	Laterality	Behavior	Grade	Date Created	Date Completed (Lag Time in Days)	Date Released (Lag Time in Days			
TEST, JACK	999999999	1111111111	09/19/1956	01/01/2014	C619	0	3	3	2/7/2014	02/07/2014 (0 d)	02/07/2014 (0 d)			
Abstractor: sp														
Patient Name	Social Security #	Medical Record #	Birth Date	Diagnosis Date	Primary Site	Laterality	Behavior	Grade	Date Created	Date Completed (Lag Time in Days)	Date Released (Lag Time in Days			
GONE, AWAY	454545454	234568	05/05/1960	05/05/2012	C259	0	3	9	2/7/2014	02/07/2014 (0 d)	02/07/2014 (0 d)			
Abstractor: TU														
Patient Name	Social Security #	Medical Record #	Birth Date	Diagnosis Date	Primary Site	Laterality	Behavior	Grade	Date Created	Date Completed (Lag Time in Days)	Date Released (Lag Time in Days			
BONNET, BLUE	464331234	0000023335	05/03/1933	01/05/2011	C421	0	3	6	8/27/2012	08/27/2012 (0 d)	08/27/2012 (0 d)			
CRAB, DUSTY	999999999	0000089999	02/15/1930	01/20/2009	C619	0	3	1	8/27/2012	08/27/2012 (0 d)	08/27/2012 (0 d)			
DOE , JOHN	999999999	0000032333	08/15/1927	05/16/2010	C189	0	3	2	8/27/2012	08/27/2012 (0 d)	08/27/2012 (0 d)			

Abstracts Accessed Sorted by Abstractor

2/2/2021 10:22:20 AM	Texas Cancer Registry ABC HOSPITAL Web Plus Cancer Abstracts Accesses													
Choose a date range:	Fro	m: 03/02/2020	02/02/2021 👪 Sel	lect					Printable Report					
Patient Name		Social Security #	Medical Record #	Birth Date	Diagnosis Date	Primary Site	Laterality	User ID	Date & Time Accessed					
BONNET, BLUE		464331234	0000023335	05/03/1933	01/05/2011	C421		0 ABSJVASQUEZ	3/9/2020 1:52:00 PM					
BONNET, BLUE		464331234	0000023335	05/03/1933	01/05/2011	C421		0 ABSJVASQUEZ	8/21/2020 3:40:00 PM					
BONNET, BLUE		464331234	0000023335	05/03/1933	01/05/2011	C421		0 ABSJVASQUEZ	8/21/2020 3:41:00 PM					
BONNET, BLUE		464331234	0000023335	05/03/1933	01/05/2011	C421		0 ABSJVASQUEZ	9/22/2020 8:27:00 AM					
BONNET, BLUE		999999999	1234567	01/01/1950	01/01/2019	C619		0 ABSVASQUEZA	2/2/2021 10:01:00 AM					
COWBOYS, DALLAS		999999999	0000056988	05/15/1961	01/19/2016	C619		0 ABSVASQUEZA	12/14/2020 10:49:00 AM					
COWBOYS, DALLAS		999999999	0000056988	05/15/1961	01/19/2016	C619		0 ABSVASQUEZA	8/21/2020 10:27:00 AM					
COWBOYS, DALLAS		999999999	0000056988	05/15/1961	01/19/2016	C619		0 ABSVASQUEZA	8/21/2020 10:52:00 AM					
COWBOYS, DALLAS		999999999	0000056988	05/15/1961	01/19/2016	C619		0 ABSVASQUEZA	8/21/2020 10:16:00 AM					
COWBOYS, DALLAS		999999999	0000056988	05/15/1961	01/19/2016	C619		0 ABSVASQUEZA	8/21/2020 10:23:00 AI					
COWBOYS, DALLAS		999999999	0000056988	05/15/1961	01/19/2016	C619		0 ABSJVASQUEZ	3/4/2020 10:19:00 AM					
DOW, CHAZ		999999999	12345	10/15/1970	10/15/2016	C384		0 ABSPFISCHER	8/31/2020 3:02:00 PM					

Descriptive Statistics on Released Abstracts

2/2/2021 10:24:21 AM	/eb Plus for Texas Cancer RegistryABC HOSPITALDescriptive Statistics on Released Abstracts	
		Printable Form
Select a Date Range: From:	01/02/2012 To: 02/02/2021 Select all released	
Select Level of Site Group Detail:	Aggregate (18 categories) 🗸	
Include Site Groups with no cases?		
Run		
County of Residence		
County Count of cases (%) Bexar County 1(20%) Travic County 4(80%)		
Out of State 0(0%) Total 5(100%)		
Zip Code of Residence Zip Code Count of cases (%)		
78211 1(20%) 78702 1(20%)		
78747 1(20%) 78756 2(40%)		
Total 5(100%)		
Race and Sex		
Sex Black White	ases (%) Other Total	
Male 1(20%) 2(40%) Female 0(0%) 2(40%)	0(0%) 3(60%) 0(0%) 2(40%)	
Total 1(20%) 4(80%)	0(0%) 5(100%)	

Activity Report

Texas Cancer Registry ABC HOSPITAL Web Plus Cancer Abstracting Activity				
Select a Date Range: From: 01/02/2021 III To: 02/02/2021 III	Printable Report			
Group by managing physician? O Yes No				
Run				
Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec Total				
Released 0 1 1 0 0 0 0 0 0 0 0 1 1 0 0 0 0 0 0 0 1 1 0 0 0 0 0 0 0 0 1 1 0 0 0 0 0 0 0 1<				

Facility Outstanding DCO Abstract Listing Report, Facility Outstanding Pathology Abstract Listing Report and HIPAA Accounting of Disclosure Report

	Web Plus for Texas Cancer RegistryABC HOSPITALDisclosures of Public Health Information (PHI) to Texas Cancer Registry						
Select a Date Range ar Run:	nd click	From: 04/14/2003	To: 2/2/2021	13		Printable Report	
Run							
Patient Name	Disclosure Date	Entity Receiving	Entity Address	Description of PHI	Reason for Disclosure of PHI		
BONNET, BLUE	8/27/2012	Texas Cancer Registry	1100 West 49th Street Austin, TX 78756-3199	Electronic record of confidential cancer patient, tumor and treatment information	Public health reporting for the purpose of population-based activities related to improving health.		
<u>CRAB, DUSTY</u>	8/27/2012	Texas Cancer Registry	1100 West 49th Street Austin, TX 78756-3199	Electronic record of confidential cancer patient, tumor and treatment information	Public health reporting for the purpose of population-based activities related to improving health.		
<u>DOE, JOHN</u>	8/27/2012	Texas Cancer Registry	1100 West 49th Street Austin, TX 78756-3199	Electronic record of confidential cancer patient, tumor and treatment information	Public health reporting for the purpose of population-based activities related to improving health.		
<u>GONE, AWAY</u>	2/7/2014	Texas Cancer Registry	1100 West 49th Street Austin, TX 78756-3199	Electronic record of confidential cancer patient, tumor and treatment information	Public health reporting for the purpose of population-based activities related to improving health.		
TEST, JACK	2/7/2014	Texas Cancer Registry	1100 West 49th Street Austin, TX 78756-3199	Electronic record of confidential cancer patient, tumor and treatment information	Public health reporting for the purpose of population-based activities related to improving health.		
Total Number of Discl Date of Last Disclosu	osures: 5 re: 2/7/2014						

Audit Reports

System Log-ins

Login Audit Rep	ort		
Choose a date range:	From: 01/02/2012 III To:	02/02/2021 B3 Select	
Date Report Run: 2/2/202	1 10:26:36 AM		Printable Report
Facility	UserID	Date-Time	Action
0000009999	TUSER	8/24/2012 11:22:00 AM	Logged in
0000009999	TUSER	8/27/2012 7:36:00 AM	Logged in
0000009999	TUSER	8/27/2012 12:33:00 PM	Logged out
0000009999	TUSER	8/27/2012 12:45:00 PM	Logged in
0000009999	TUSER	8/27/2012 1:54:00 PM	Logged out

Abstract Updates

Abstract Update I	Log			
Choose a date range:	From: 01/02/2012	To: 02/02/2021 🔛 Se	lect	
Date Report Run: 2/2/2021	10:27:05 AM			Printable Form
AbsRefID	UserID	Facility	DateTime	
<u>10396</u>	TUSER	000009999	8/27/2012 8:41:00 AM	
<u>10396</u>	TUSER	000009999	8/27/2012 8:59:00 AM	
<u>10396</u>	TUSER	000009999	8/27/2012 8:59:00 AM	
<u>10396</u>	TUSER	000009999	8/27/2012 9:00:00 AM	
10396	TUSER	0000009999	8/27/2012 9:00:00 AM	
<u>10396</u>	TUSER	000009999	8/27/2012 9:01:00 AM	
10396	TUSER	000009999	8/27/2012 9:01:00 AM	
<u>10396</u>	TUSER	000009999	8/27/2012 9:36:00 AM	
<u>10396</u>	TUSER	0000009999	8/27/2012 10:31:00 AM	

Abstract Searches

Abstract Search Log					
Choose a date range:	From: 01/02/2012	To: 02/02/2021	Select		
Date Report Run: 2/2/20	021 10:27:34 AM				Printable Form
AbsRefID	UserID		Facility	DateTime	
10396	TUSER		0000009999	8/27/2012 9:36:00 AM	
10396	TUSER		0000009999	8/27/2012 10:09:00 AM	
10396	TUSER		0000009999	8/27/2012 10:56:00 AM	
10396	TUSER		0000009999	8/27/2012 11:22:00 AM	
10396	TUSER		0000009999	8/30/2012 1:45:00 PM	
10400	TUSER		0000009999	8/30/2012 1:45:00 PM	
10403	TUSER		0000009999	8/30/2012 1:45:00 PM	
10396	TUSER		0000009999	9/12/2012 3:20:00 PM	
10400	TUSER		0000009999	9/12/2012 3:20:00 PM	
10479	TUSER		0000009999	9/12/2012 3:20:00 PM	
10403	TUSER		000009999	9/12/2012 3:20:00 PM	

Abstract Deletions

Abstract Delete Log					
Choose a date range: From:	01/02/2012 🔛 To	o: 02/02/2021	Select		
Date Report Run: 2/2/2021 10:27:57 A	AM				Printable Form
AbsRefID 10479	UserID TUSER		Facility 000009999	DateTime 9/12/2012 3:21:00 PM	
1142053	WEBPLUSUSER		000009999	2/13/2020 12:35:00 PM	

Abstract Releases

Abstract Release Log							
Choose a date range: From: 01/02/2012 🔛 To: 02/02/2021 🔛 Select							
Order By Date and Time	Order By Date and Time of Release 🗸						
Date Report Run: 2/2/2021 10:28:	24 AM				Printable Form		
AbsRefID	UserID		Facility	DateTime			
10396	TUSER		000009999	8/27/2012 11:11:00 AM			
10400	TUSER		000009999	8/27/2012 1:47:00 PM			
10403	TUSER		000009999	8/27/2012 1:47:00 PM			
303724	ABSC		000009999	2/7/2014 2:39:00 PM			
303738	per		000009999	2/7/2014 4:13:00 PM			