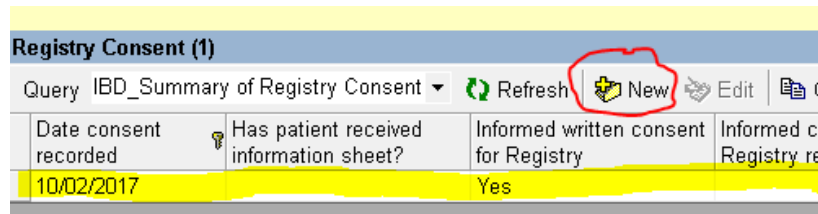


## What should I do if a patient does not give, or withdraws, consent for their information to be passed to the IBD Registry?

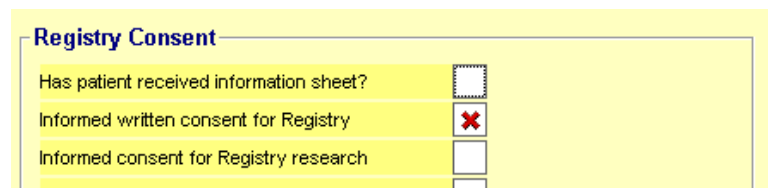
This process must be done in two stages. First record on the clinical application (PMS, web tool or other) that the patient has withheld, or withdrawn, their consent:

On the PMS – select patient; open a Contact; click green Registry Consent button;



Registry Consent (1)			
Query	IBD_Summary of Registry Consent	Refresh	New
Date consent recorded	Has patient received information sheet?	Informed written consent for Registry	Informed consent for Registry research
10/02/2017		Yes	

choose New (or if consent details have been entered previously double click on row);



**Registry Consent**

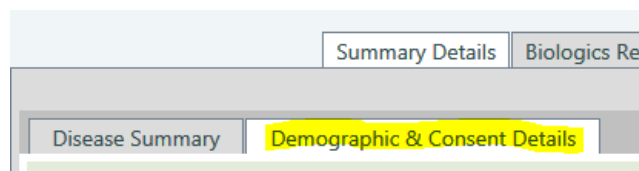
Has patient received information sheet?

Informed written consent for Registry

Informed consent for Registry research

click once or twice in the Informed written consent for Registry box until a red cross appears; enter Date; then click Save Event

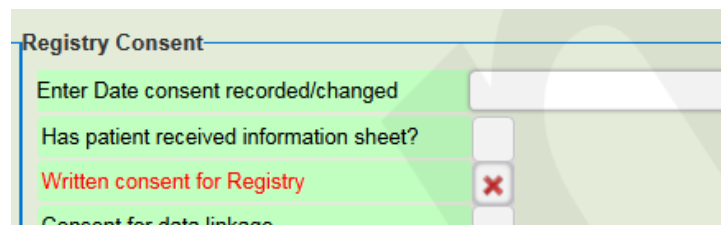
On the Web Tool – select the patient; on the Summary Details page; click Demographic & Consent tab;



Summary Details | Biologics Review

Disease Summary | **Demographic & Consent Details**

on the Registry Consent panel;



**Registry Consent**

Enter Date consent recorded/changed

Has patient received information sheet?

Written consent for Registry

Consent for data linkage

enter Date; click once or twice in Written consent for Registry box until a red cross appears; then click Save changes

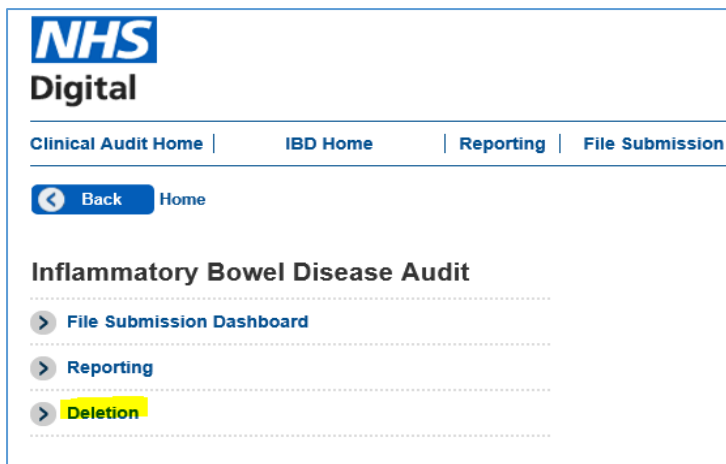
Having done this, the patient's record will no longer appear in the files you extract from your application when making an upload to the Registry (via NHS Digital), but you can still use the application to manage their IBD in your unit.

### NB

If earlier extracts from your application that included this patient have been uploaded to the Registry before the patient's dissent to participate in the Registry was recorded their record **MUST** also be removed from the NHS Digital portal.

Sign In to NHS Digital Clinical Audit Home: <https://clinicalaudit.hscic.gov.uk/ibd/>

Navigate to IBD Audit:



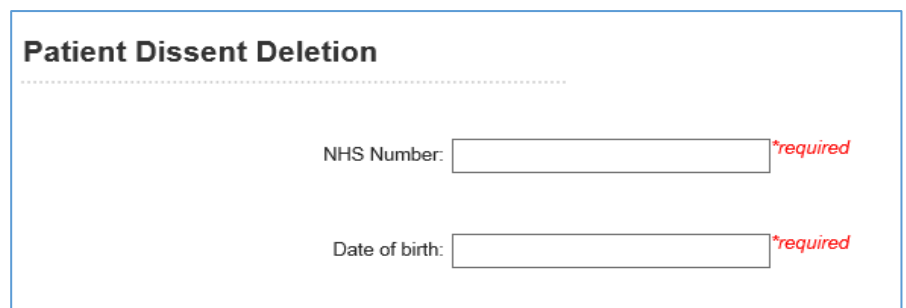
The screenshot shows the NHS Digital interface for the Inflammatory Bowel Disease Audit. At the top, there is a navigation bar with links for 'Clinical Audit Home', 'IBD Home', 'Reporting', and 'File Submission'. Below this, there is a 'Back Home' button. The main heading is 'Inflammatory Bowel Disease Audit'. Underneath, there is a list of menu items: 'File Submission Dashboard', 'Reporting', and 'Deletion'. The 'Deletion' item is highlighted in yellow.

click Deletion;



The screenshot shows a sub-menu titled 'Deletion'. It contains a single menu item, 'Patient Dissent Deletion', which is highlighted in yellow.

click Patient Dissent Deletion;



The screenshot shows the 'Patient Dissent Deletion' form. It has a title 'Patient Dissent Deletion' at the top. Below the title, there are two input fields. The first is labeled 'NHS Number:' and the second is labeled 'Date of birth:'. Both fields have a red asterisk and the word 'required' next to them, indicating that these fields are mandatory.

Enter NHS Number and Date of birth, follow any other instructions

**Job done**