# MYMOP® and MYCaW® Digital Portal

We are delighted that our validated and well-loved tools are now on our digital portal so you can administer digital versions of MYMOP® and MYCaW® to clients and patients.

With a few clicks of a button, you can send initial forms, follow-up forms, and store all this data in one place as well as see score changes automatically calculated on a dashboard. This reduces admin time, human error and enables you to make the most of the data.

Read on to find out about the key features of our digital portal...

















# **Guide to using the Digital Portal:**



### Setting up your organisation:

We will set up your organisation and provide log-in details for the administrators.

You may be a sole practitioner or have a team of people who will use the questionnaires.

A unique reference can be assigned to each practitioner using the portal within one organisation/project. This is particularly useful if you are working with several organisations in one project.

### **Client information:**

You can enter key demographic data about your client (date of birth, gender, ethnicity), whether they are a carer, and their email.

You can also enter a unique identifier for a client/patient. This enables you to match and integrate this dataset with other datasets. This is particularly if you are working in the NHS or running a research project.

### Setting up a client:

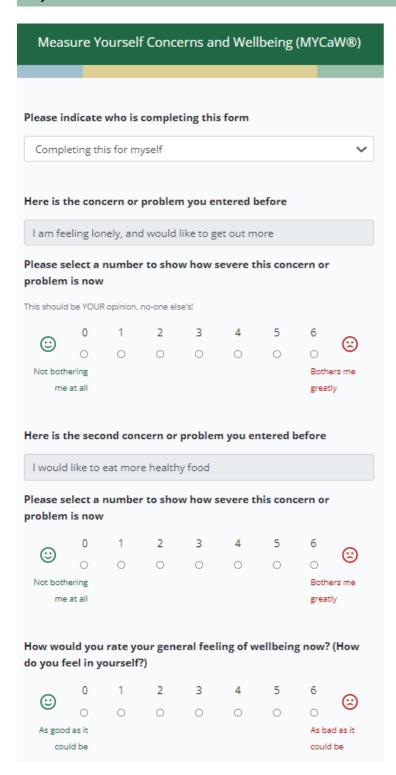
When you first log into the portal, you set up a client profile. This then enables you to send a questionnaire your client with a few clicks of a button. You can edit the profile if details change.

Create Client		
Is Carer?	If this Client operates in a Carer role and you are sending them questionnaires in that context, please tick here.	
Reference ID	99	
Salutation	Miss	
First Name •	Sally	
Last Name •	Jacobs	
Email •	sally,jacons@madeup.email.com	
Gender *	Female	•
Ethnicity •	Mixed or Multiple ethnic groups	•
Date of Birth	01/04/1982 (Eur	ope/London)

# Sending a questionnaire out:

**Email option:** Send a questionnaire automatically to a person's email address using a secure internal process and a unique link for your client to access.





**Unique URL option:** Enable the client to see their questionnaire during a consultation, by copying a unique URL and pasting it into a new tab on a tablet or computer.

**Sending Follow-ups:** To send a follow-up questionnaire, log in, find your client and then initiate a follow-up questionnaire. It takes 30 seconds!

When the client opens up the questionnaire, they will have their concerns or symptoms/activity already populated in the follow-up form.

If a client doesn't complete a form, you can resend it.

Send multiple follow-ups if you want to capture different time points (good for research projects), they are all date and time-stamped in your client's profile and on the downloaded data file.

Send new questionnaires to the same client if they have new concerns or symptoms that you want to track.

The client profile will track when questionnaires have been sent and when they have been completed.

The client profile will show you key information from the completed form, so you can get a quick view before talking to a client.

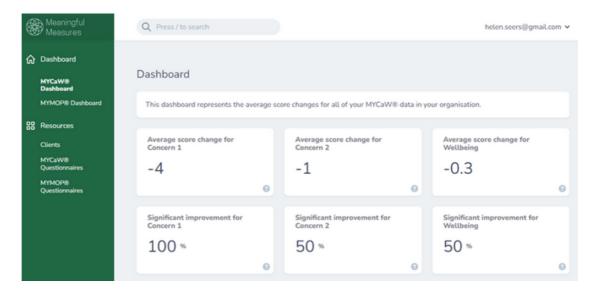
### Dashboard of data:

A dashboard page shows the average score change for the clients in your database.

It also calculates the percentage of score changes that reach a meaningful (clinically significant) level of improvement (technically called minimal important difference).

This enables you to say what percentage of changes are likely to lead to a noticeable and clinical change in your client. This is an important benchmark for research.





# Downloading data from the portal:

Each person using the portal will automatically view and download the data for their clients only.

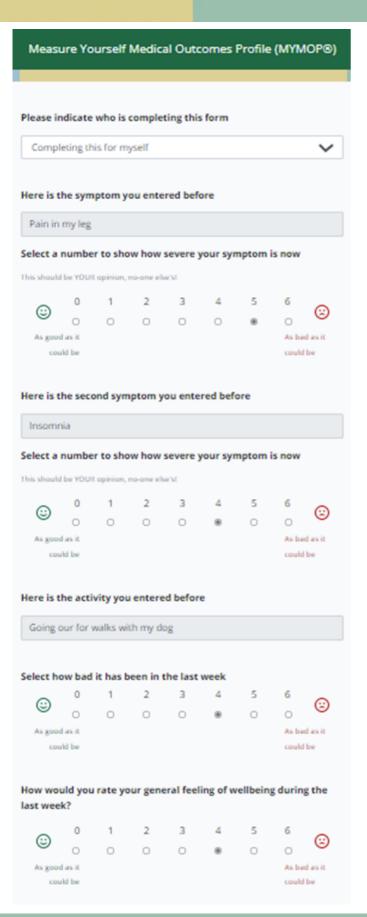
A team leader or project manager can be set up to view, administrate and download data from all clients across the whole team in your organisation.

It is up to you and your team to work through data sharing and access requirements for your own organisation's needs (e.g., DPIA requirements).

Download a dataset to a .csv file (a simplified Excel file), in 30 seconds, whenever you want to.

Each client will have all their data on one row to enable easy analysis of changes in scores. Each row will contain all the demographic data, unique references, written details with accompanying scores, dates and time-stamps and data for multiple follow-ups.

Select to download different parts of your dataset. Download data only where there is a baseline and a follow-up score if you prefer to.





### What data does Meaningful Measures see?

We have super-admin access to all organisations so that we can support you if there are technical difficulties.

Once you receive log in details, you will be required to change them by 'forgetting' password and resetting it, which means Meaningful Measures will no longer be able to log into your daily portal.

We see only anonymised data if we try to download datasets – so we are not able to see name, email, date of birth, gender, ethnicity of your client data. We see only the concerns, symptoms, activity, scores and qualitative follow-up data.

If we contacted the developers, we could request a download of all the database (at a cost to us), however we have no interest in that information. If you want us to support your data analysis, you can download and securely send your data to us once a data sharing agreement is in place.

If you want to read more about our data sharing policy and how it works with the portal, you can access our policy here:

https://bit.ly/3wQSInF

www.meaningfulmeasures.co.uk

## **Pricing:**

There is a small cost per year to access the portal. The cost is dependent on how many staff are administering our tools. A single non-commercial admin user is £199 and then every extra user is £75. Please contact us on hello@meaningfulmeasures.co.uk to find out more.