PEGASUS

Patient Reported Outcome (PRO)

Quick Start Guide - Version 2.6.1

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1. General Information

1.1. Document Conventions

Footnotes

- Footnotes provide supplementary information about a specific item at the end of the page (Figure **1**).

- The text corresponding to the superscript number is placed at the bottom of the page (Figure **2**).

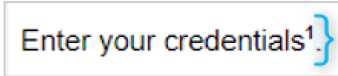


Figure 1: Footnote Superscript

Figure 2: Footnotes

Callouts

- Callouts have been used in images to indicate steps within a procedural task.

  For example, in Figure **3**,

  - Numbered callouts represent procedural steps. 1
  - Alphabetical callouts have been used for providing supplemental information. A

Images

- All the images and values are for representation purposes only.

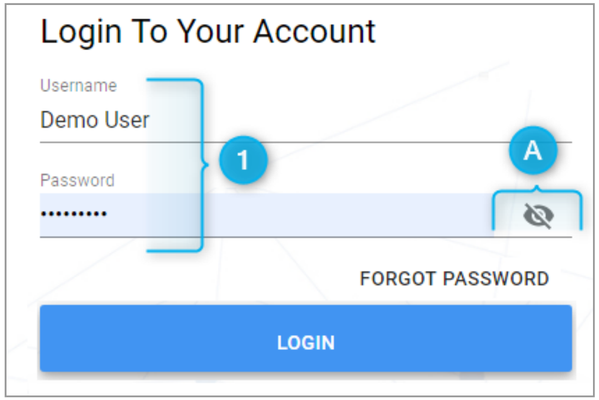


Figure 3: Callout Conventions

Hyperlinks

- Hyperlinks are used to locate an explanation related to a specific topic placed at another location within the document.

1.2. Browser Compatibility

Supported Web Browser	Version Number
Chrome	75.0 and 2 earlier versions
Mozilla	66.0 and 2 earlier versions
Internet Explorer	11.0 and 2 earlier versions

1.3. Logging into Pegasus Dashboard

Access to Pegasus is provided through the Legacy Registry Dashboard.

1. Enter your Registry credentials in the login page.

2. Click **Login**.
   This opens the Legacy Dashboard.

3. Click **2020 Dashboard**[1] link in the Registry (Figure **4**).
   *The **2020 Pegasus** dashboard opens in a new tab* (Figure **5**).

Figure 4: Legacy Dashboard

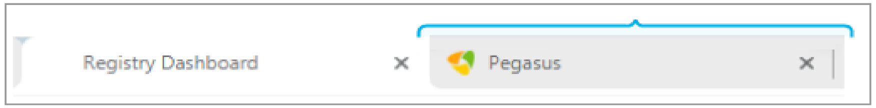


Figure 5: Pegasus Dashboard in New tab

4. From the left navigation bar, select the **PRO** Dashboard icon . (Figure **6**)
   *The **PRO** page opens.*

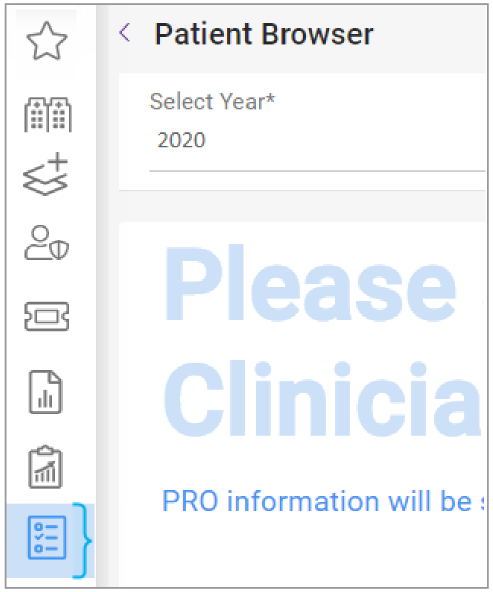


Figure 6: PRO Icon

[1] *The 2019 dashboard link is present near the top-right corner of every page of the legacy dashboard.*

2. Pegasus PRO Dashboard

PRO stands for **Patient Reported Outcome**. It is a set of questions sent by a clinician to know the health status of the patient. This enables the provider to make an accurate diagnosis of the health of a patient and provide better care.

The Pegasus PRO dashboard homepage displays an infographics denoting the list of patients eligible for the PRO.

The Patient Browser page is displayed which contains two tabs

- ASSIGN PRO
- PRO TRACKER

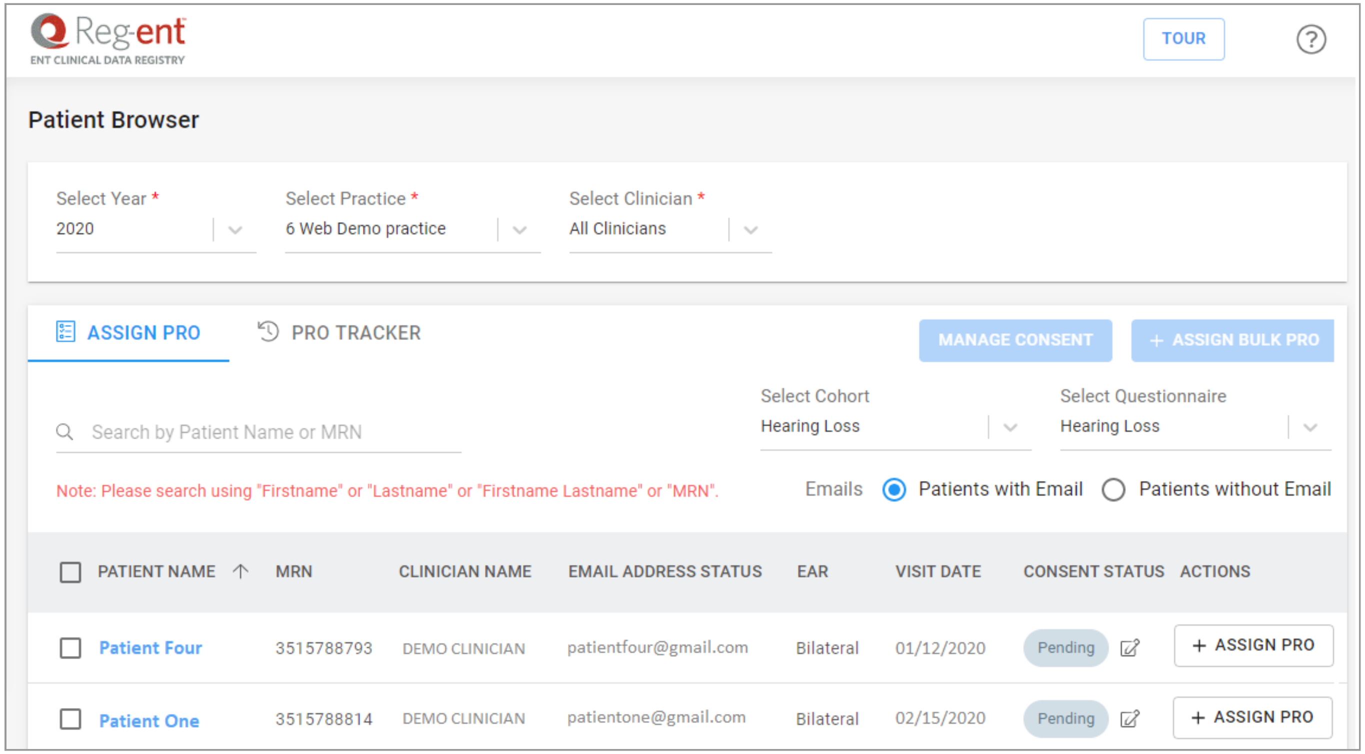


Figure 7: PRO Dashboard

Key Notes

This user guide presents the Single/Multi-Practice Administrator and clinicians role perspective.

Eligibility Criteria:

- Patients with age 60 and above and diagnosed with bilateral presbycusis or symmetric sensorineural hearing loss.

Radio Buttons:

- **Patients With Email** - This is the default selection, and displays patients with email address in the grid.
- **Patients Without Email** - Patients who do not have an email address associated with them in the system, are displayed in this grid.

2.1. Assign PRO Tab

The **ASSIGN PRO** tab displays a table denoting list of patients eligible for the PRO (Figure **7**).

Actions performed on this page:

- ➔ Set Filters
- ➔ Manage Consent
- ➔ Assign PRO
- ➔ View Patient Profile

2.1.1. Set Filters

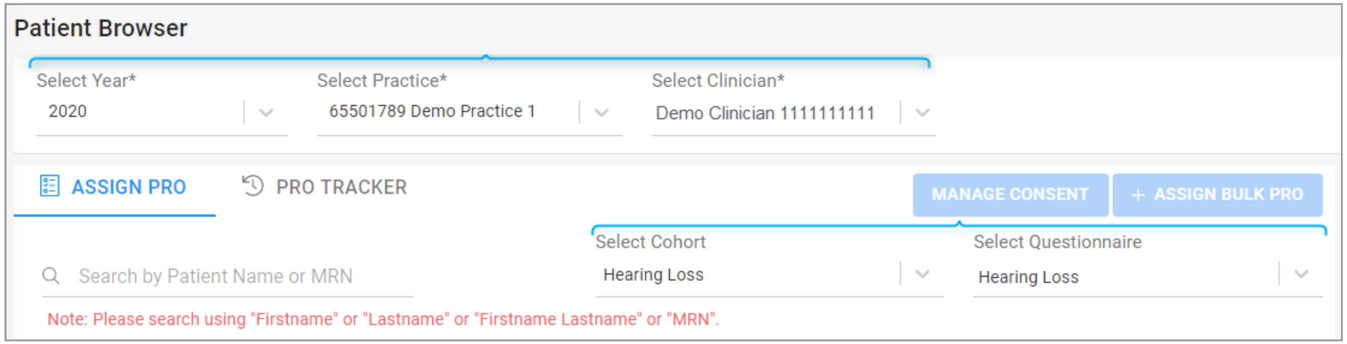


Figure 8: Set Filters

Actions Performed on this screen:

1. Select relevant year, practice and clinician from the drop-down (Figure **8**).
   The list of patients eligible for the PRO is displayed.

2. Select the Cohort and the Questionnaire.
   Based on the selected Cohort and Questionnaire relevant eligible patient list displays in the grid.

Key Notes

- By default, the current year is displayed.
- The Clinician drop-down displays all the clinicians associated with the selected practice.
- There is one cohort and questionnaire, **Hearing Loss**.

2.1.2. Manage Consent

Consent form is the attestation by the provider that the patient has been informed and consents to participate in the survey. The patient email address is used for sharing the questionnaire with the patient. Patient consent can be managed at the individual level or in bulk.

2.1.2.1. Manage Consent at Individual Level

PATIENT NAME	MRN	CLINICIAN NAME	EMAIL ADDRESS STATUS	EAR	VISIT DATE	CONSENT STATUS	ACTIONS
Patient Four	3515788793	DEMO CLINICIAN	patientfour@gmail.com	Bilateral	01/12/2020	Pending	+ ASSIGN PRO
Patient One	3515788814	DEMO CLINICIAN	patientone@gmail.com	Bilateral	02/15/2020	Pending	+ ASSIGN PRO

Figure 9: Consent Status

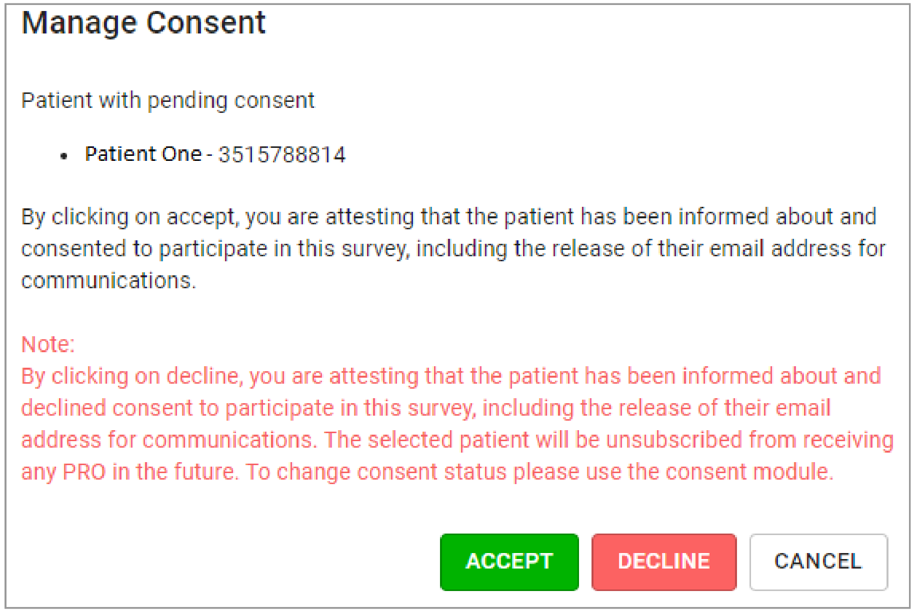


Figure 10: Manage Consent Page

Key Notes

DECLINE: Unsubscribes the patients from receiving PRO in future.

Status of Consent:

- **Accepted** - Indicates PRO assignment consent is accepted.
- **Pending** - Indicates PRO assignment consent is pending.
- **Declined** - Indicates PRO assignment consent is declined and the patient is unsubscribed from receiving PRO in the future.

Actions Performed on this screen:

1. Click on the Edit icon next to the consent status of the relevant patient (Figure **9**).
   *The **Manage Consent** page is displayed* (Figure **10**).
2. Click **ACCEPT**.
   The status of consent changes from Pending to Accepted.
   DECLINE: Decline unsubscribes the patient from receiving PRO in the future.

2.1.2.2. Manage Consent in Bulk

Manage Consent in Bulk enables to manage consent of all eligible patients in one go for the current page (Figure **11**).

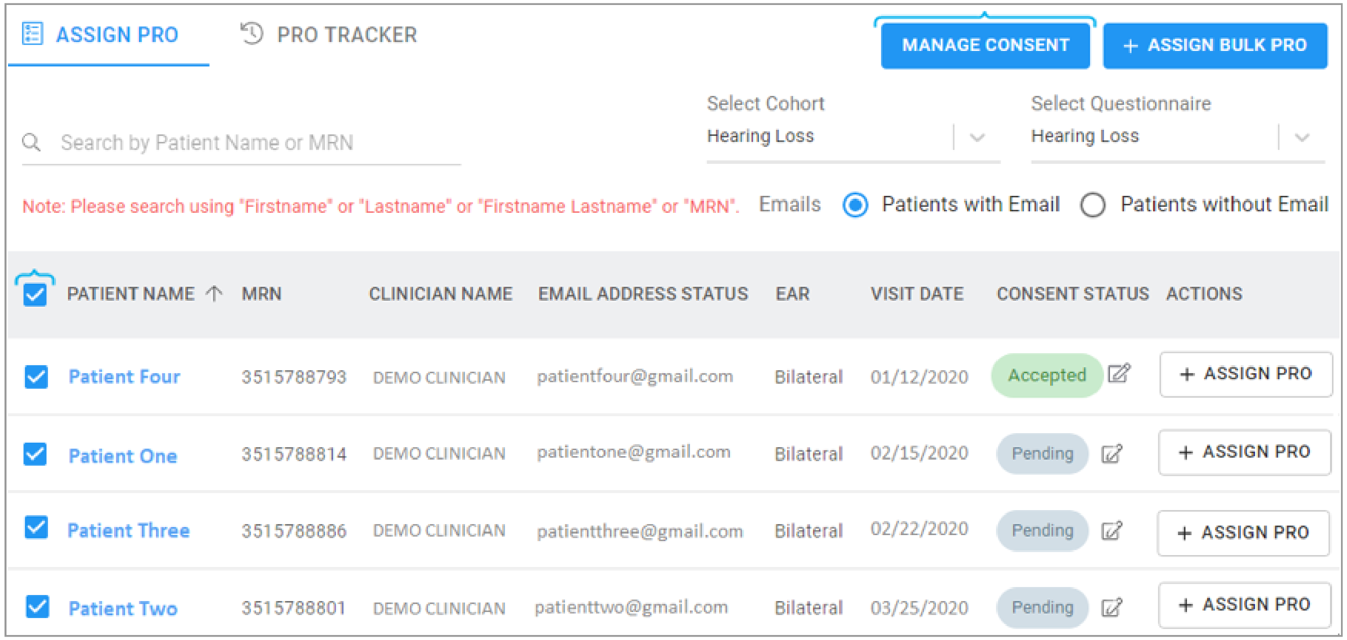


Figure 11: Manage Consent in Bulk

Key Notes

Manage Consent button

- is disabled by default.
- is enabled when a patient is selected.
- is applicable only for the current page.

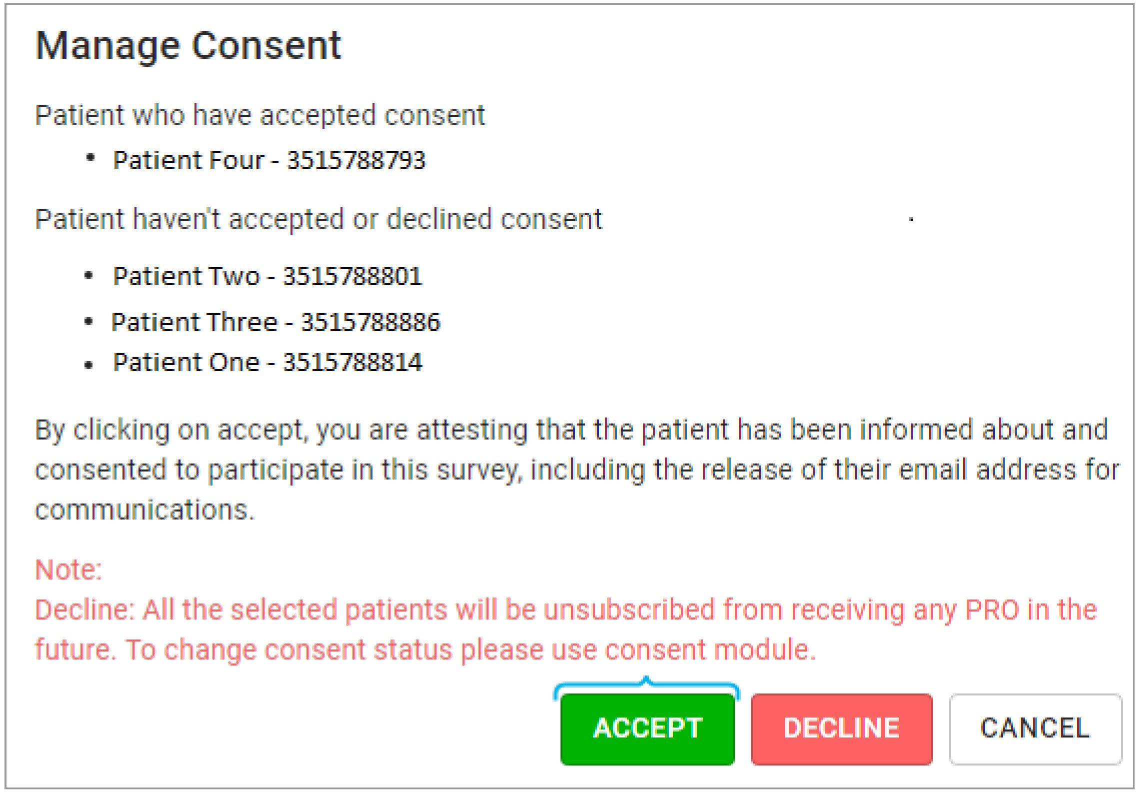


Figure 12: Manage Consent pop-up

The **Manage Consent** pop-up at bulk level displays the names of all the

- patients who have granted consent
- patients for whom the consent is pending and
- patients who have declined to consent.

DECLINE: Declines the consent of all the patients who have not accepted and unsubscribes them from receiving PRO in future (Figure **12**).

Actions Performed on this screen:

1. Select the checkbox next to the **Patient Name** column. (Select as many patients on the page as required).(Figure **11**)
2. Click **MANAGE CONSENT**.
   *The **Manage Consent** page is displayed* (Figure **12**).
3. Click **ACCEPT**.

2.1.3. Assign PRO

PROs can be assigned to the eligible patient at an individual level or in bulk. The table displays a list of eligible patients. Each patient row displays the patient name, MRN, email address availability status, consent status, and the ear which is being diagnosed.
A search field is available for finding patients by either the patient MRN, First name, Last name or First name Last name.

2.1.3.1. Assign PRO to an Individual patient

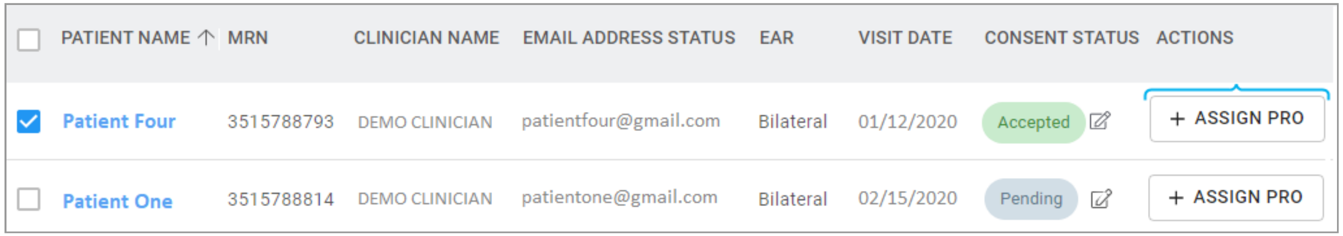
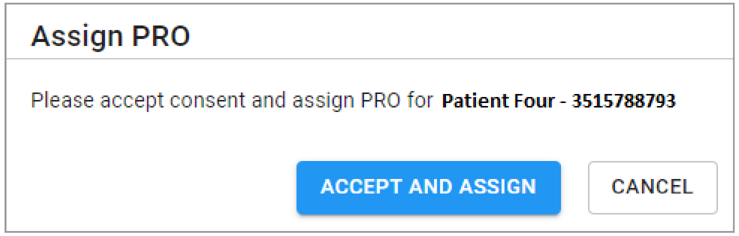


Figure 13: Assign PRO

Actions performed on this screen:

1. Select the checkbox next to the patient name (Figure **13**).
2. Click **+ ASSIGN PRO**.
   If the consent status is **Accepted**, PRO is directly assigned to the patient.
   ELSE
   If the consent is **Pending**, click **ACCEPT AND ASSIGN** on the Assign PRO page.



PRO assignment consent is accepted and then PRO is assigned to the patient.

View Patient Profile

1. Click the relevant patient name record to view the patient profile.

Key Notes

Assign PRO button:

Assign PRO is enabled if the patient is eligible and PRO has not been assigned earlier.

Assign PRO button is disabled -

- if PRO is already sent
- if Email Address is not available for the patient.

2.1.3.2. Assign Bulk PRO

Enables to assign PRO to all eligible patients in one go.

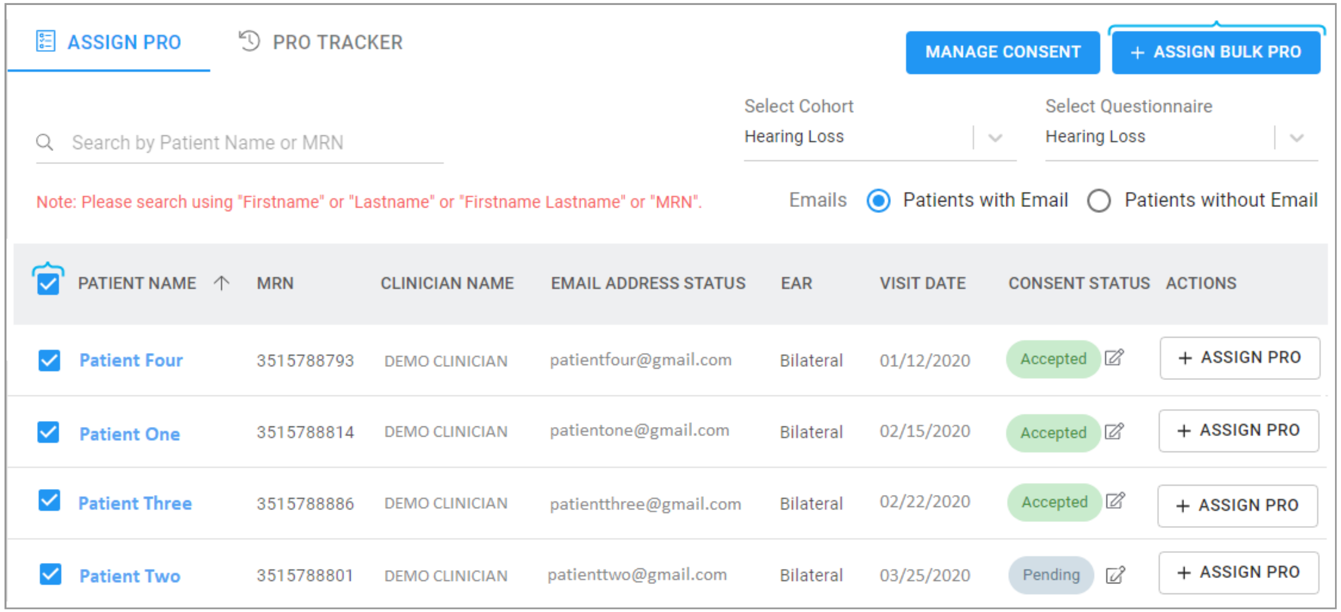


Figure 14: Assign Bulk PRO

Key Notes

Assign Bulk PRO button

- is disabled by default.
- is enabled when a patient is selected.
- applicable to the current page only.

- When the checkbox next to the **Patient Name** column is checked, all the eligible patients from the **current page** are autoselected.
- Navigate to the next page (if any) to assign bulk PRO for patients in the other pages.

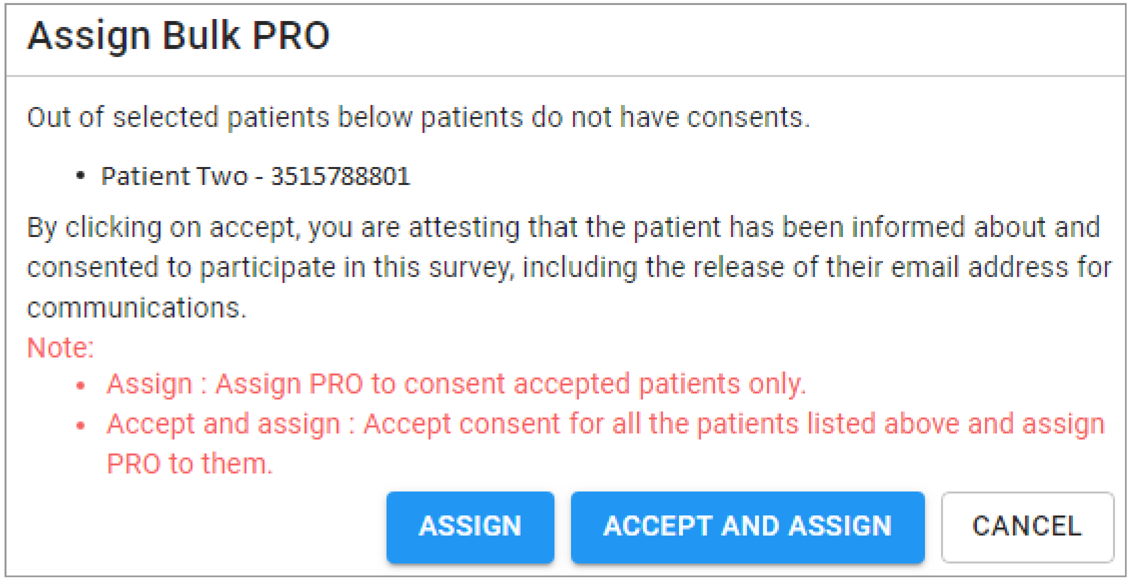


Figure 15: Manage Consent and Assign PRO

Actions performed on this screen:

1. Select the checkbox next to the **Patient Name** column (Figure **14**).
2. Click **+ ASSIGN BULK PRO.**
3. Click **ASSIGN**, to assign PRO only for consent accepted patients (Figure **15**).
   OR
   Click **ACCEPT AND ASSIGN**, to accept consent for all the selected patients and assign PRO to them.
   For pending patients, the PRO consent is first accepted and then the PRO is assigned to these patients.

2.1.4. View Patient Profile

Select the relevant patient record to view the patient profile (Figure **14**).

2.1.4.1. Patient Profile - Email address is Present

If email address is available, the Patient Profile page displays the profile details and questionnaire status of the patient (Figure **16**).

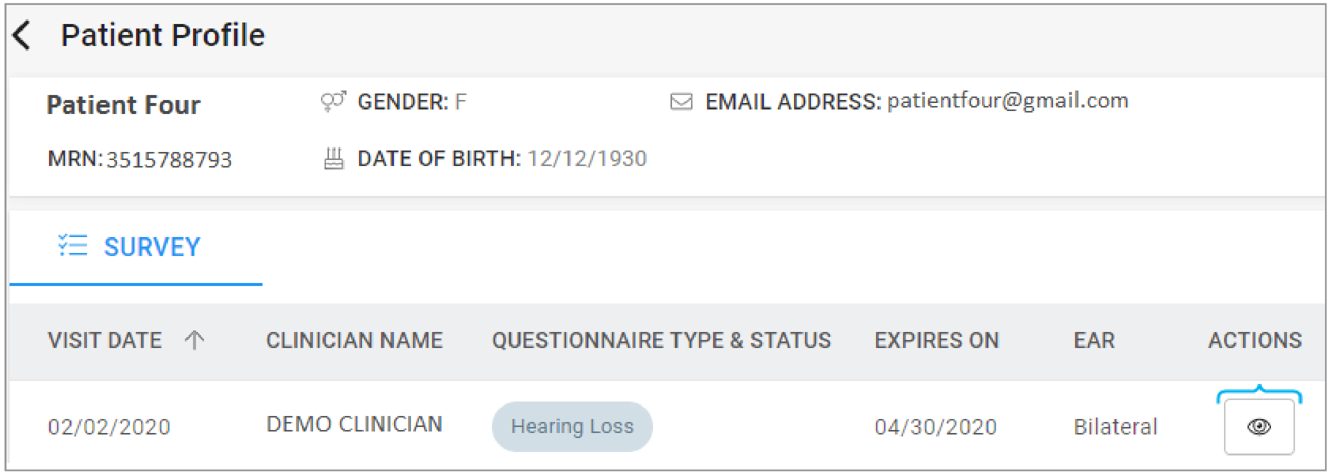


Figure 16: Patient Profile

Actions performed on this screen:

Click the **View** icon to open the questionnaire (Figure **16**).

Key Notes

Displays the Patient Profile table with historical data.

Questionnaire Type and Status column: Questionnaire icon displays the name within the icon. The icons are color-coded and indicate the status of the questionnaire.

- Grey - Not started
- Amber - In Progress
- Green - Completed
- Red - Expired

Expires In: Displays the days for the expiration of the questionnaire.

Questionnaire Details

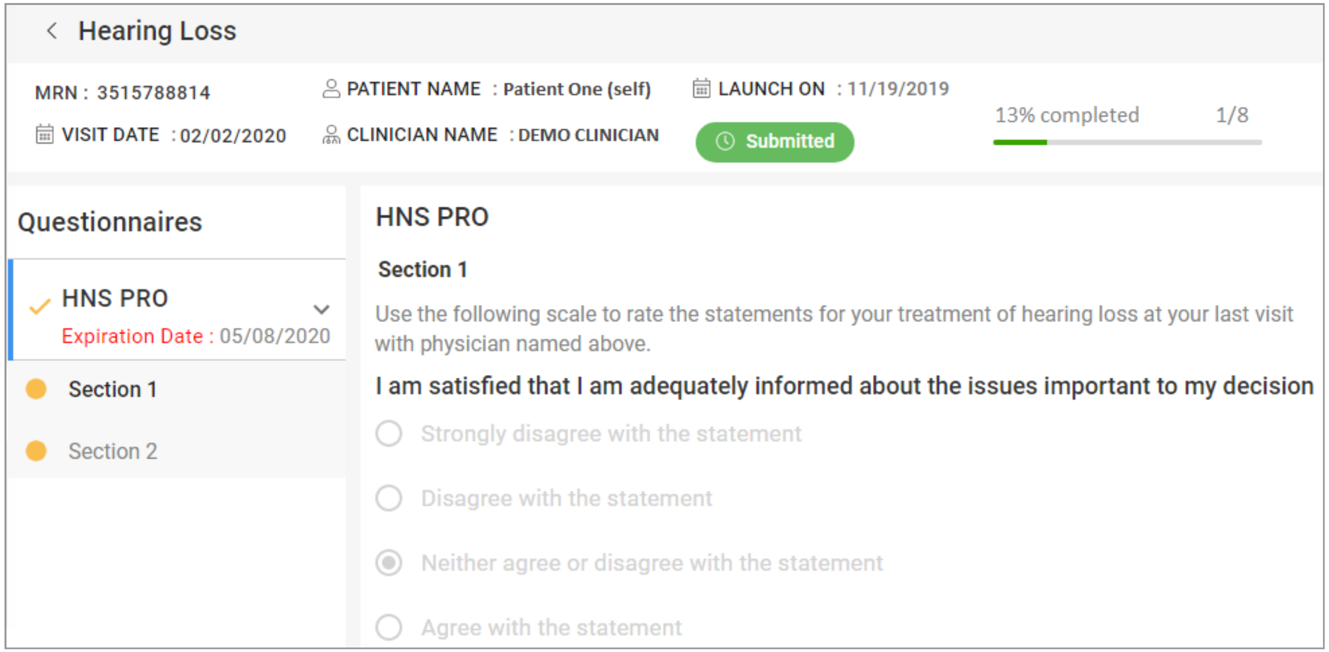


Figure 17: Questionnaire Details

view the questionnaire details of the patient.

- Practice/Clinician can only view the questionnaire filled by the patient, but cannot edit/delete it (Figure **17**).
- The progress bar shows the percentage of completion of the questionnaire.
- Scroll through and view all the sections within the questionnaire.

2.1.4.2. Patient Profile - Email address is not Present

If the email address is unavailable, the Patient Profile page displays only the profile details of the patient.

- Edit icon is available next to the email field to add the email address of the patient.
- Provider can add email address of the patient ONLY if it is unavailable in the system. Existing email cannot be edited.

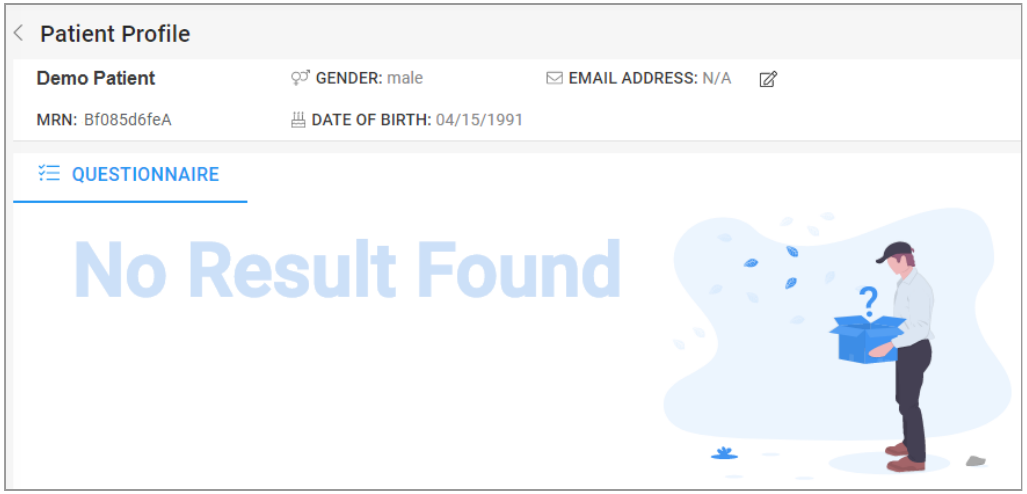


Figure 18: Patient Profile

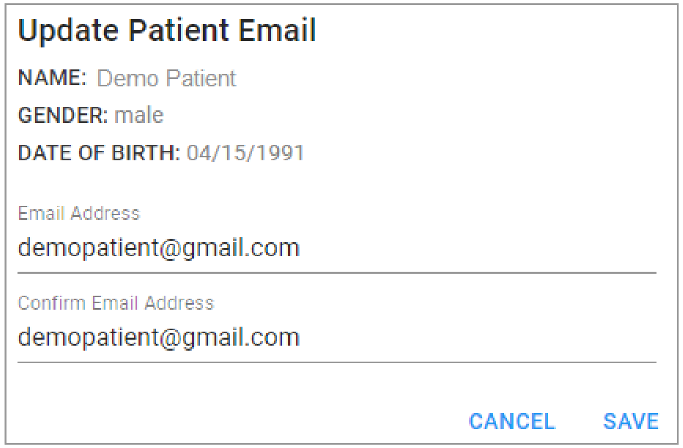


Figure 19: Questionnaire Details

1. Click the Edit icon next to the email address to add the email address of the patient (Figure **18**).
2. Enter the email address and confirm it (Figure **19**).
3. Click **SAVE**.

2.2. PRO Tracker Tab

The PRO Tracker tab displays a list of patients who have been assigned a PRO.

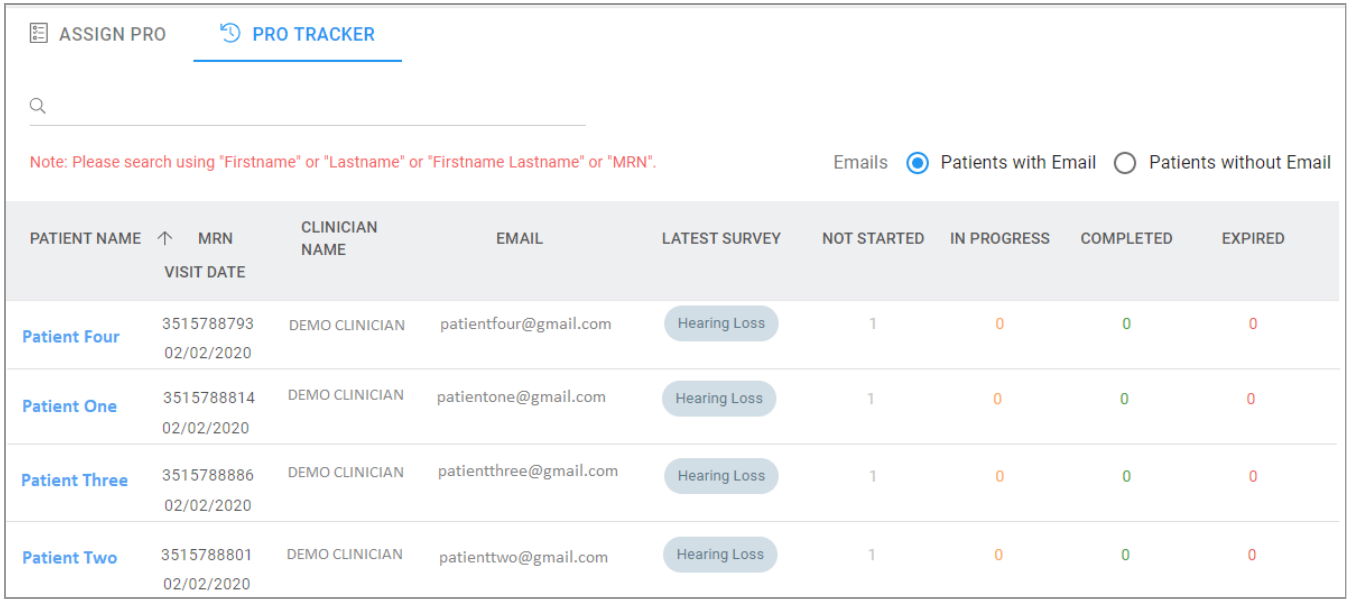


Figure 20: PRO Progress Tracker

Actions performed on this screen:

View Patient Profile

1. Click the relevant patient name record to view the patient profile.

Note: Patients who have been assigned a PRO are removed from the **ASSIGN PRO** tab and moved to the **PRO TRACKER** tab.

Key Notes

Displays the status of the most recent questionnaire assigned to the patients (Figure **20**).

Status:

- Grey - Not Started
- Amber - In Progress
- Green - Completed
- Red - Expired
    - The number in each column indicates the number of questionnaires in a particular status assigned to the patient till date.