Global PaedSurg Study: Record Sheet

Study Team

Name of Institutional Study Lead*:

Month of data collection	Senior** collaborator name	Second collaborator name	Third collaborator name
October 2018			
November 2018			
December 2018			
January 2019			
February 2019			
March 2019			
April 2019			

*The role of the institutional lead is to co-ordinate the local study teams, ensure there is no duplication of patients in the study (via completion of the log below), ensure no eligible patients are missed from study inclusion and to check the data is complete and accurate for each patient for the whole study period.

**The senior collaborator involved in each month of data collection must oversee the data collection by the mini-team of 3 collaborators collecting data during that month.

The institutional study lead can also be a senior collaborator during one or more months of data collection.

All collaborators from all mini-teams must enter the details of all patients included in the study on the patient log below to ensure there are no duplications of patients within each month (by different collaborators collecting data within the mini-team) and between months (by different mini-teams collecting data).

This log is also vital for identifying patients to be included in the validation study if you are randomly selected to take part in this (10% of centres will be selected).

Log of Patients in the Study

Please ensure this list is kept confidential and stored securely according to local policy.

Number of patients	Month of data collection	REDCap Record ID	Patient Name	Patient Date of Birth	Patient Hospital Number (at your institution)	Data Complete Yes/ No	If no, what needs to be collected?	Please tick when all data is completed
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Please continue this list as required.

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