# How to use the Patient Databank

Go to databank.vhl.org

Click the login button.



# Enter in your login information.

← → C â https://databank.vhl.org/Account/Login								
	CGIP Databank	Home	About -	News	Contact		Register	Log in
	Log in							
	User name * andrea.berkemeier@vhl.org			1. Username = the email that used to register				
	Password *		<ol> <li>If you don't remember your password,</li> <li>Click here to reset it.</li> </ol>					
	Log in 3. Clic	ck <b>Login</b>	. /	/				
	Register if you don't have an account. Forgot your password? Click here to reset your password.							
	Sign up for VHLA new	sletters		Š	Alliance	潮	powered by NORD National Organization fo	s or Rare Disorders

#### Click Participant Enrollment.

There are two buttons that you can click.



#### Click Take Surveys.



# If this is your first time taking surveys in this Databank, click the Initial Surveys tab.



#### To take a survey, click on the Survey Title.

	N	Survey Title	First Taken	Next Follow-Up		
	$[ \rangle$	About the participant	October 8, 2014	As needed		
•	r	Diagnosis and medical history	December 1, 2014	As needed		
		Genetics questions	December 1, 2014	As needed		

## Complete the Survey.

When you are finished with the survey, submit it by scrolling to the bottom of the page and selecting **Submit as final response**.



If you are only part-way finished with the survey, you can click **Save as Draft** and return later to finish the survey. The surveys that you save as a draft will be listed under the Started tab.



# Use the **Surveys to Retake** tab to retake surveys.



#### Surveys to be Retaken

Survey Title	First Taken	Next Follow-Up
About the participant	October 8, 2014	As needed
Diagnosis and medical history	December 1, 2014	As needed
Genetics questions	December 1, 2014	As needed
Nutrition and exercise	December 1, 2014	As needed
Hearing issues	December 1, 2014	As needed
Eye questions	December 1, 2014	As needed
Oral health and tobacco use	December 1, 2014	As needed
Skin history	December 1, 2014	As needed
Heart health	December 1, 2014	As needed
Neurology questions	September 19, 2016	July 16, 2017
Lung issues	September 19, 2016	July 16, 2017
Kidney questions	September 19, 2016	July 16, 2017
Digestive issues and pancreas	September 19, 2016	July 16, 2017
Thyroid questions	September 19, 2016	July 16, 2017
Pheo para questions	September 19, 2016	July 16, 2017
Other information and updates	September 28, 2016	July 25, 2017
Female reproductive tract	November 3, 2016	August 30, 2017

The third column tells you when you should retake the survey. If a survey says "as needed" you only need to retake the survey if your responses have changed. For example, in you recently had an eye surgery, retake the **Eye questions** survey.

Don't remember how you answered the last survey? (ie: Did I already report that I had an eye surgery?) Fear not.

Use the **Completed** tab to see the surveys you have submitted.

S	Surveys for Andrea Stella Berkemeier							
	A Home / Participant Enrollment / Surveys for Andrea Stella Berkemeier							
	Initial Surveys	Started	Surveys to Retake	Completed				
	Completed Responses							
	You have completed these surveys and may now view your answers by clicking on the survey title. Compare your answers against those of other participants by clicking on the "Visualize All Responses" button.							
	Survey Title		Submitted	Submitted Date				
>	<ul> <li>About the participant</li> <li>Diagnosis and medical history</li> </ul>		October 8, 2	2014	Visualize All Responses Visualize All Responses			
			September	19, 2016				

If you click the title of the survey, you can see how you responded when you submitted your survey.

# (For example, this is what it looks like when I click About the participant.)



If nothing has changed on a particular survey since the last time you completed it, you don't need to retake it. <sup>(C)</sup>

#### If things *have* changed, use the **Surveys to Retake** tab to retake the survey.

#### When you are finished, click Log Off.



If you experience any difficulties with the databank, please contact:

databank@vhl.org or 617.277.5667