

OCISS Web Plus NAACCR v 18 Cheat Sheet

It is recommended that you use GOOGLE CHROME to access Web Plus.

1. ABSTRACTS FOR DIAGNOSIS YEAR 2018 PREVIOUSLY ENTERED

To find these, select Find/Open Abstract on the Web Plus menu bar. Go to Status and use the drop-down arrow to select *Incomplete*. Click on FIND and you will see all the abstracts that were started but not brought to completion. In the Action column, click on OPEN next to the abstract you want to complete.

When you open a case, you will see many edit errors. Here is how to resolve:

Schema ID – this field is in the section on Diagnostic Information. Click on the calculator button to auto-populate.

Grade – there are 3 new fields for Grade for 2018 cases – *Grade Clinical*, *Grade Pathological*, *Grade Post Therapy*. The information you previously entered is in the *Grade (cases diagnosed PRIOR TO 2018)* field. Review the information you entered into the *Grade (cases diagnosed PRIOR TO 2018)* field and use this information to enter the comparable information into the 3 new fields for Grade for 2018 cases. Blank out the information in the *Grade (cases diagnosed PRIOR TO 2018)* field. Click SAVE.

If you cannot determine if the Grade you previously entered is clinical, pathological or after neo-adjuvant therapy, code the value you previously entered to *Grade Clinical*, code *Grade Pathological* as 9 and leave *Grade Post Therapy* blank.

Radiation – there is 1 new field for Radiation for 2018 cases – *Phase I Radiation Treatment*. The information you previously entered is in the *Regional Radiation Type (cases dxd PRIOR TO 2018)* field. Review the information you entered into the *Regional Radiation Type (cases dxd PRIOR TO 2018)* field and use this information to enter the comparable information into the new field for *Phase I Radiation Treatment* for 2018 cases. Blank out the information in the *Regional Radiation Type (cases dxd PRIOR TO 2018)* field. Click SAVE.

Summary Stage (2018) – there is a new field for *Summary Stage 2018* in the section on Staging for Cases Diagnosed 2018 & Later. Review the information you previously entered in *Summary Stage 2000* (in the Section, Staging for Cases Diagnosed 2004-2017) and use this information to enter the comparable information for *Summary Stage 2018*. Blank out the information in *Summary Stage 2000*. Click SAVE.

Site Specific Data Items (SSDIs) – these are in the same Section as *Summary Stage 2018*. They are required for several, but not all, primary sites – so you may not always have edit errors. Some of the SSDIs collect data comparable to what had been previously reported in the Site-Specific Factor fields. Review to see if they are helpful in resolving SSDI edit errors. Use the magnifying glass to see data entry options. Note that several of the lab value-related SSDIs include a decimal point, which must be entered; you must also enter a number both in front of, and after, the decimal.

Schema Discriminator 1 & 2 – these are in the same Section as *Summary Stage 2018*. They are required for several rare primary sites (e.g., bile duct, melanoma of the eye) – so you may not always have edit errors. Use the magnifying glass to see data entry options; if you don't see any options, it is not required for that cancer.

TNM & CS Staging Data – this is where you are likely to see the most edit errors as these data are not needed for 2018 reporting. Review to see if any of the information is needed for the SSDIs. When finished, you can quickly tab through these fields and delete – click on the Tab key on your keyboard, then click on the Delete key. Do this until all the fields are blanked out. Click SAVE.

Resolve any other outstanding edit errors. Release the case.

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2. ENTERING NEW ABSTRACTS FOR DIAGNOSIS YEAR 2018 & LATER

When you enter a case with a **diagnosis date of 20180101 or later**, you may see the following pop-up box. Click **OK**. This will remove TNM and CS defaults. If you click CANCEL, you will get edit errors and will need to clear manually.

odhgatewaytst.odh.ohio.gov says

Clear and Re-code Collaborative Staging CS fields are not needed for 2018 and later diagnosis. Directly entered and derived Collaborative Staging values will be cleared.

Would you like to clear all these fields?

OK

Cancel

After you enter **Primary Site, Laterality, Histology, Behavior and Grade**, you will see *Schema ID*. Click on the calculator button to auto-populate. Note that this field will also auto-populate if you enter the fields listed and click SAVE. You may get a pop-up box in the system if you leave Schema ID blank. Web Plus refers to this field as TNM 8 Schema ID.

When you enter a case with a **diagnosis date earlier than 20180101**, you may see the following pop-up box. This is a system bug. Click **CANCEL**.

odhgatewaytst.odh.ohio.gov says

Year of Date of Diagnosis is no longer 2016 or 2017. Directly entered TNM 7th edition and derived NPCR Derived Stage Group data items will be cleared.

Would you like to clear all these fields?

OK

Cancel

END