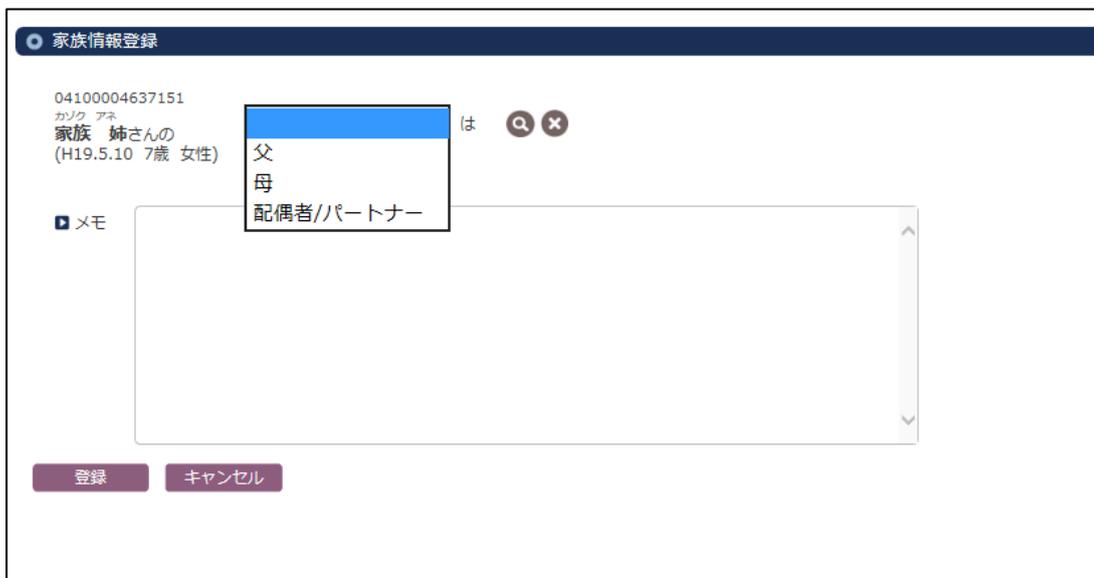


Family relation data enrollment manual
(BirThree Enrollment system)

The description of the relationship in the family members between two people is called the "Binary relation" in this manual. To express all family relationships by the binary relation, a system modification was conducted. The new system, BirThree Enrollment system, is explained as follows. Up until now, a lot of related lines had been defined to describe the connections between family members, such as father and "Grandchild," pregnant woman and "Paternal grandfather," pregnant woman and "Maternal grandmother," etc. There were some cases, however, where a suitable related line was not defined, such as the relationship between a new born child and "Uncle." To improve and clarify this situation, we have decreased the number of related lines to only three (child-father, child-mother, partners), as follows. Furthermore, we installed a new input system, the "BirThree Enrollment system," with a family information batch entry screen.



家族情報登録

04100004637151
カシタ アネ
家族 姉さんの
(H19.5.10 7歳 女性)

父
母
配偶者/パートナー

は 🔍 ✕

メモ

登録 キャンセル

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1 Family information batch entry (entry of 7 family members)

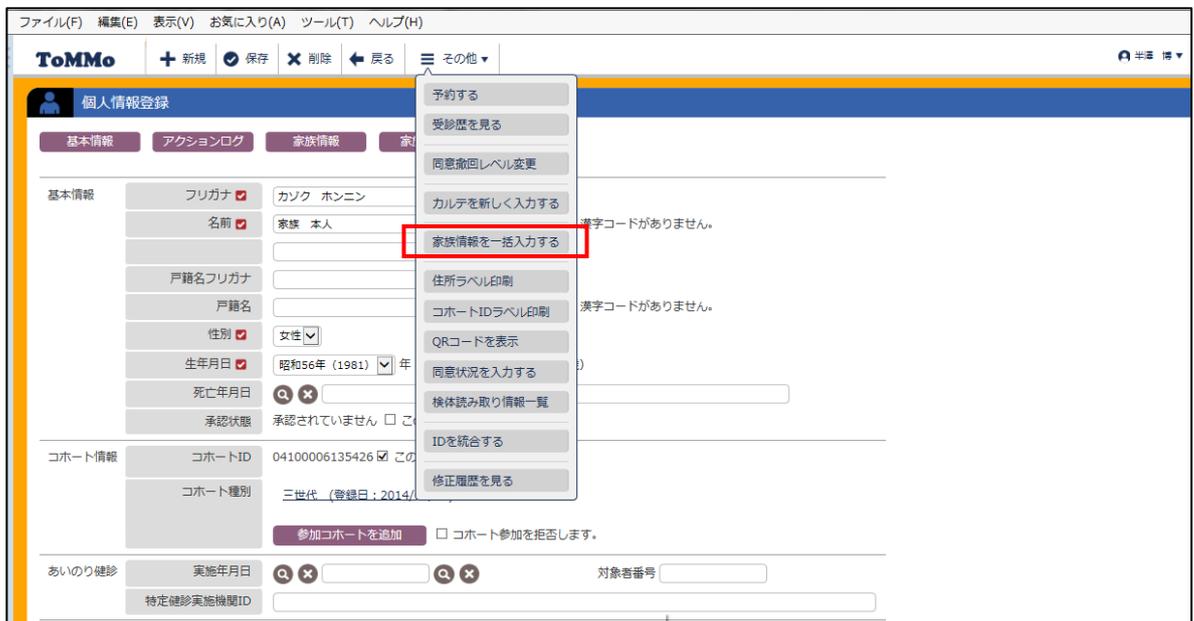
Family relationships can be enrolled from the screen of "Family information batch entry," which starts recruiting members from the pregnant woman. Family relationships are enrolled by an automatic operation when enrolling family members from the input screen. Therefore, it is not necessary to draw related lines among them manually. To enroll family information, the following screen is used.

1.1 Basic enrollment of a pregnant woman.

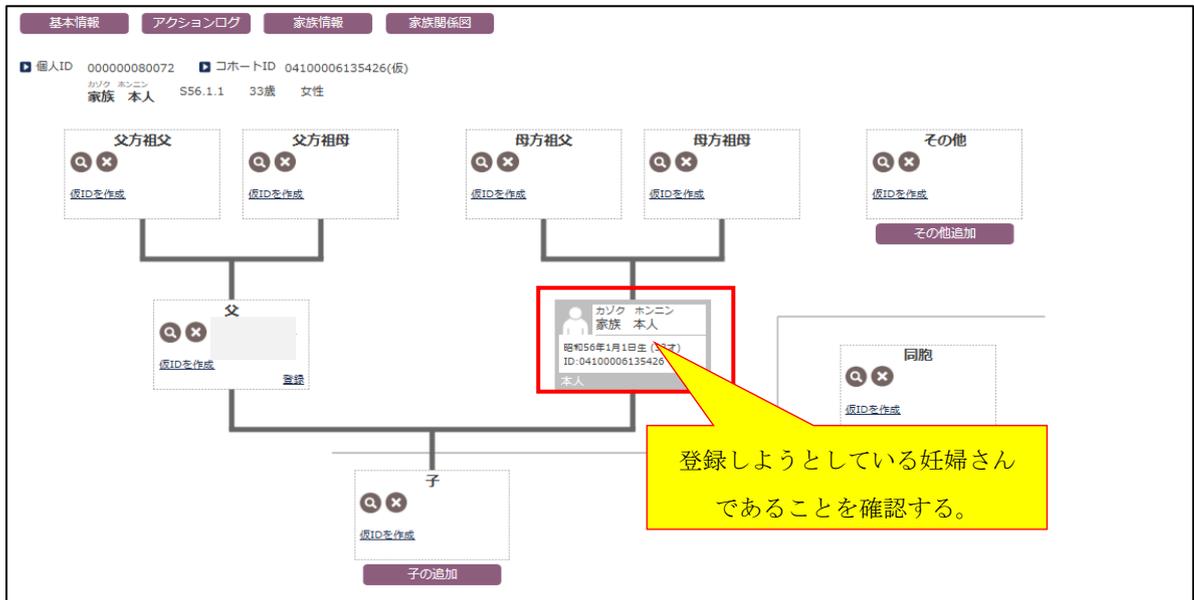
Open the "Personal information input screen for pregnant woman."

Confirm that the BirThree Cohort type exists in her cohort type.

Select "Start the family information batch entry" from the "Others" pull down menu.



The "Family information batch entry screen" is displayed.



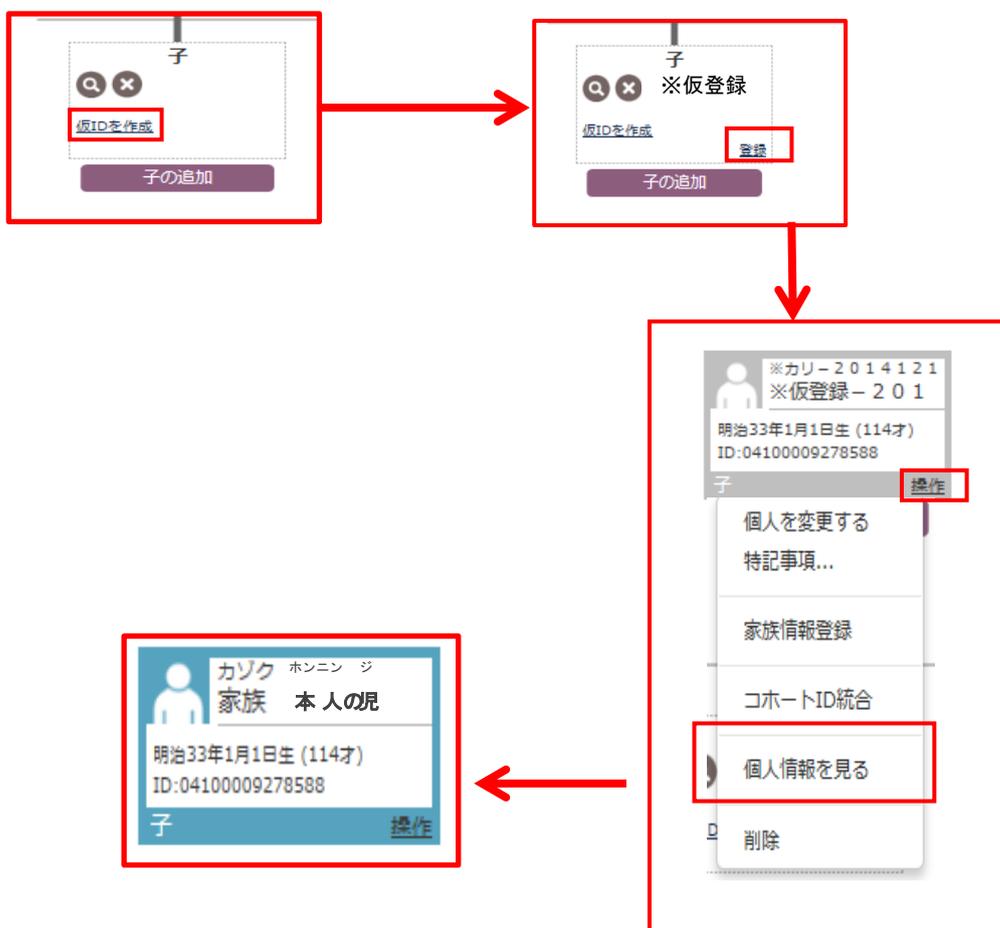
1.2 Enrolling a new born baby ID

Press "Make provisional ID" in the child's enrollment box.

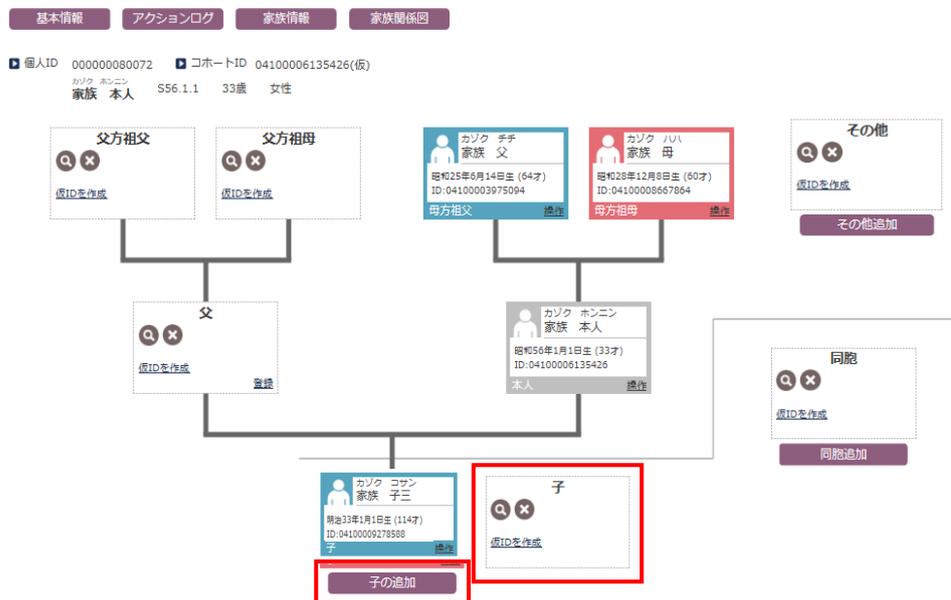
Confirm that you have entered the provisional state by checking the "Enroll" button.

Press the "Enroll" button and confirm that the button changed to "Operation." After that, press the "Operation" button. Then select the words "Watching personal info" from the pull-down menu. Input the data of "Pregnant woman's child" from the enrollment box that has appeared. The child's enrollment is completed by this operation.

The individual background color changes when the pregnant woman and the child's connections are stored by the system. (Boy:Blue, Girl:Red, Provisional ID:Gray) At this time, the related lines to the family members are automatically registered in the system.



1.3 For multiple births
 Push the “Addition of child” button.



A new entry box is displayed. Input the data here, as well as in the section “1.2 Enrolling a child ID.”

* It is possible to add a new entry box for each infant, in the case of multiple births.

1.4 Enrolling the father and grandparents ID

Click the magnifying glass mark for the case, retrieve the information by ID or the name, and enroll the family member.

基本情報 アクションログ 家族情報 家族関係図

個人ID 000000080072 コホートID 04100006135426(仮)
カゾク ホンニン S56.1.1 33歳 女性
家族 本人

父方祖父 父方祖母 母方祖父 母方祖母 その他

仮IDを作成 仮IDを作成 仮IDを作成 仮IDを作成 仮IDを作成

父 母

仮IDを作成 仮IDを作成

カゾク ホンニン
家族 本人
昭和56年1月1日生 (33才)
ID:04100006135426
本人 操作

同胞

仮IDを作成 同胞追加

カゾク コヨン
家族 子四
平成26年4月13日生 (0才)
ID:04100005370705
子 操作

子の追加

● 受診者の検索

名前

コホートID 特定健診実施機関ID

実施年月日 実施場所 対象者番号

生年月日 年 月 日 性別 死亡者も含める 同意撤回者のみ表示

参加コホート種別 特定健診あいのり 地域支援センター 三世代 こども 検索

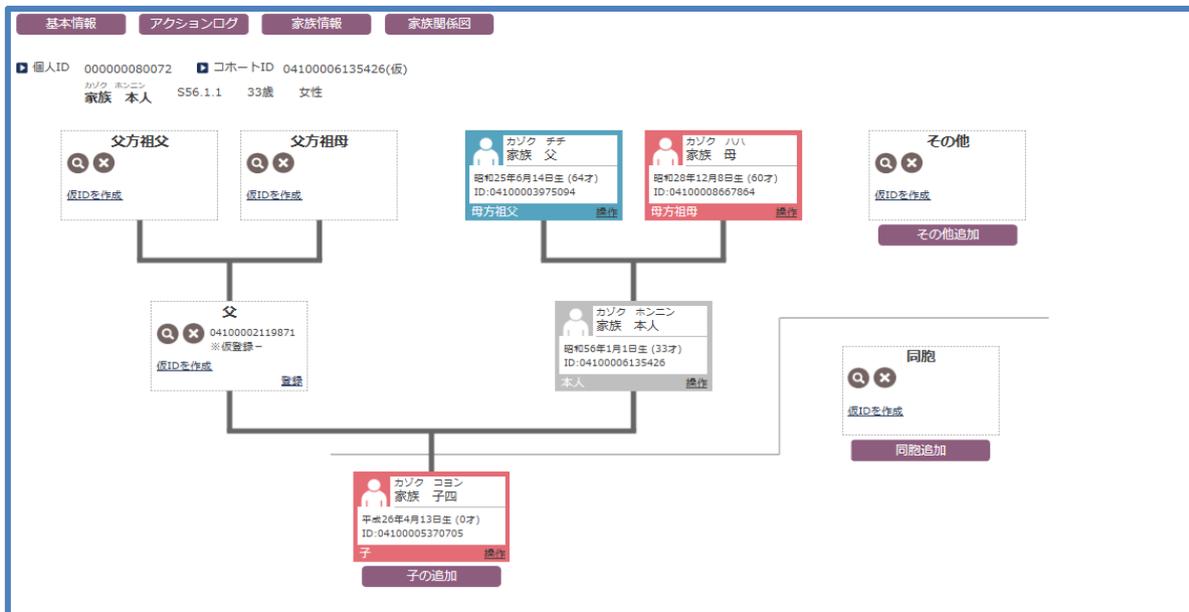
条件を入力してください。

Confirm that the personal information was entered into the system, and press the “Enroll” button. The color of the display changes when the connection with the information of the pregnant woman (core of the family member tree) is successful.

*Another option: you may easily input the Cohort ID by using a bar-code reader.

The following figure shows the enrollment image for the pregnant woman's parents. The display of the entry box becomes colored when you have succeeded in linking the family tree.

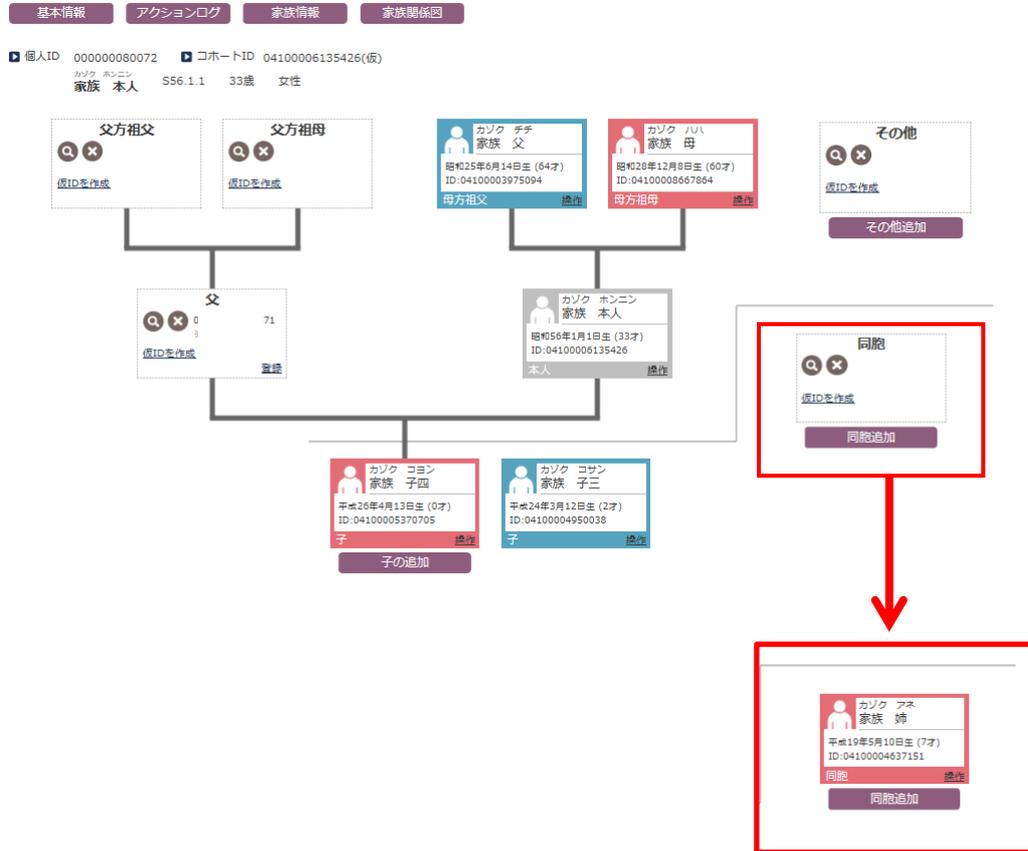
A man: blue; woman: red; temporary ID: gray.



1.5 Enrolling siblings of a new born.

Add the siblings of a new born baby to the enrollment box and link them to the family tree.

If they are already enrolled, click the magnifying glass mark to confirm their presence.



The individual background color changes when a pregnant woman and her siblings' connections are stored by the system. At this time, related lines to the family members are automatically enrolled in the system.

1.6 Relating family members by using a provisional ID

When family members cannot be connected directly, such as the case for a pregnant woman and her father-in-law, an indirect connection is created by inserting a temporarily registered ID (provisional ID). In the case where the father is not participating, but his parents are participating, the message box will appear as "unable to enroll."

The screenshot shows a family relationship diagram with the following members and their details:

- 本人 (Person):** カソク ホンニン (Kasoku Honnin), ID: 04100006135426 (仮), 昭和56年1月1日生 (33才)
- 母方祖母 (Maternal Grandmother):** カソク ハハ (Kasoku Haha), ID: 04100008667864, 昭和28年12月8日生 (60才)
- 母方祖父 (Maternal Grandfather):** カソク テチ (Kasoku Tetsu), ID: 04100003975094, 昭和25年6月14日生 (64才)
- 父 (Father):** カソク アネ (Kasoku Ane), ID: 04100004637151, 平成19年5月10日生 (7才)
- 子三 (Child 3):** カソク コワン (Kasoku Kowan), ID: 04100004950038, 平成24年3月12日生 (2才)
- 子四 (Child 4):** カソク コヨン (Kasoku Koyon), ID: 04100005370705, 平成26年4月13日生 (0才)
- 父方祖父 (Paternal Grandfather):** カソク アネ (Kasoku Ane), ID: 04100002510050, 昭和33年1月1日生 (114才)
- 父方祖母 (Paternal Grandmother):** カソク アネ (Kasoku Ane), ID: 04100002510050, 昭和33年1月1日生 (114才)

A message box titled "Tommo" is displayed with the text: "父の登録がありません。既に参加されている父を登録するか、参加されていない場合は父の仮IDを発行してください。" (Father's registration is not found. Please register the father who has already participated, or issue a provisional ID for the father who has not participated yet.)

For this case, first register the father with a provisional ID. After that, enroll the paternal grandparents. Refer to section "1.2 Enrolling a new born baby ID" for the registration method for a provisional ID.

The screenshot shows the same family relationship diagram after the father and paternal grandparents have been registered with provisional IDs. The father's ID is now 04100002156937 (仮) and the paternal grandparents' IDs are 04100002156937 (仮) and 04100002156937 (仮). The message box is no longer present.

When a person, enrolled with a provisional ID, will participate later, it is necessary to enroll the information from the provisional state. However, when this person has already been issued another ID, the procedure for deleting one or the other ID is needed. Please contact the ICT section or RC (Recruitment Coordinator) manager for assistance.

2 Enrolling extended family members (other relatives)

For the operation of enrolling other relatives not treated by the family information batch entry (the seven relatives' entries), it is not possible to connect the relationship between a pregnant woman and "Others" by using the family information batch entry screen.

Instead, the binary relation must be used (previous input method) by a manual operation. For this method, the binary relationships between child - father, child - mother, and partners are u this connection.

2.1 Enrolling Mother's Siblings (brother and sister of pregnant woman)

2.1.1 Enrolling a family member

Open the personal information input screen for the pregnant woman. Select "Start the family information batch entry" from the "Others" pull down menu. Input the personal information by clicking "Provisional ID" or "Magnifying glass mark" in the enrollment box. Click "Operation" in the pull down menu and select "special note." Family relationships can then be entered as a free description. The family relationships (as seen from the child) are then entered in the special note. For instance, if it is father's elder sister, input "Father's elder sister" in the special note. If it is a maternal great-grandmother, input "Maternal grandmother's paternal (maternal) mother" in the special note. An asterisk is added to the enrollment box if there are some special notes.

The screenshot displays a family management interface. At the top, there are tabs for '基本情報' (Basic Information), 'アクションログ' (Action Log), '家族情報' (Family Information), and '家族関係図' (Family Relationship Diagram). Below the tabs, user information is shown: 個人ID 000000080072, コホートID 04100006135426(仮), カソク ノンニン 家族 本人 S56.1.1 33歳 女性.

The Family Relationship Diagram shows a tree structure. At the top level are '父方祖父' (Paternal Grandfather) and '父方祖母' (Paternal Grandmother). Below them is '父' (Father) with ID 04100002119871. To the right are 'カソク チチ 家族 父' (Paternal Uncle) with ID 04100003975094 and 'カソク ハハ 家族 母' (Paternal Aunt) with ID 04100008667864. Below the father is 'カソク ノンニン 家族 本人' (Pregnant Woman) with ID 04100006135426. At the bottom is 'カソク コロン 家族 子四' (Child) with ID 04100005370705.

A red box highlights the 'カソク オジ 家族 叔父' (Maternal Uncle) entry with ID 04100006045978. A dropdown menu is open for this entry, showing options: '個人を変更する', '特記事項...', '家族情報登録', 'コホートID統合', '個人情報を見る', '削除', and '同胞追加'. A red arrow points from the '同胞追加' button to a detailed view of the 'カソク オジ 家族 叔父' entry. This view shows the name, ID, and a '特記事項' (Special Note) field containing '母の弟' (Mother's brother). Buttons for 'その他追加' and 'OK' are also visible.

2.1.2 Relating extended family members

Click the “Operation” pull down menu and select “Enroll family member.”

The screenshot shows a family relationship diagram with several family members represented by cards. A dropdown menu is open over one of the cards, showing options like '個人を変更する', '特記事項...', '家族情報登録', 'コホートID統合', '個人情報を見る', and '削除'. The '個人情報を見る' option is highlighted with a red box, and a red arrow points downwards from it.

Select “Family information.”

The screenshot shows the 'Family Information' form. The '家族情報' tab is selected and highlighted with a red box. The form contains the following fields:

基本情報	フリガナ	カソク オジ
名前	家族 叔父	<input type="checkbox"/> 漢字コードがありません。
戸籍名フリガナ		
戸籍名		<input type="checkbox"/> 漢字コードがありません。
性別	男性	
生年月日	昭和56年 (1981) 年 1 月 1 日 (33歳)	
死亡年月日	<input type="text"/>	<input type="text"/>
承認状態	承認されていません	<input type="checkbox"/> この個人情報内容を承認する

コホート情報	コホートID	04100006135426 <input type="checkbox"/> このコホートIDは仮IDです。
コホート種別	三世代 (登録日: 2014/09/24)	

参加コホートを追加 コホート参加を拒否します。

Choose “New” and enter the family information.



The screenshot shows the ToMMo web interface. At the top, there is a navigation bar with a '+ 新規' (New) button highlighted in red. Below the navigation bar, there is a header for '家族情報' (Family Information) with a sub-header '家族情報登録' (Family Information Registration). The main content area shows the following information:

個人ID 000000080072 コホートID 04100006135426(仮)
家族 本人 S56.1.1 33歳 女性

続柄	コホートID	氏名	カナ名	生年月日	性別	年齢	参加コホート	住所	死亡
配偶者//パートナー	04100002156937	※仮登録-2014120	※カリ-20141205	M33.1.1	男性	114歳		宮城県	
子ども	04100004637151	家族 姉	カゾク アネ	H19.5.10	女性	7歳	三世代	宮城県仙台市青葉区量陵町	

Select “Mother,” retrieve the corresponding person by using the magnifying glass mark, and enroll her.



The screenshot shows the ToMMo web interface for '家族情報登録' (Family Information Registration). The page displays the following information:

04100006045978
家族 オジ
家族 叔父さんの (S54.1.14 35歳 男性) 血縁なし

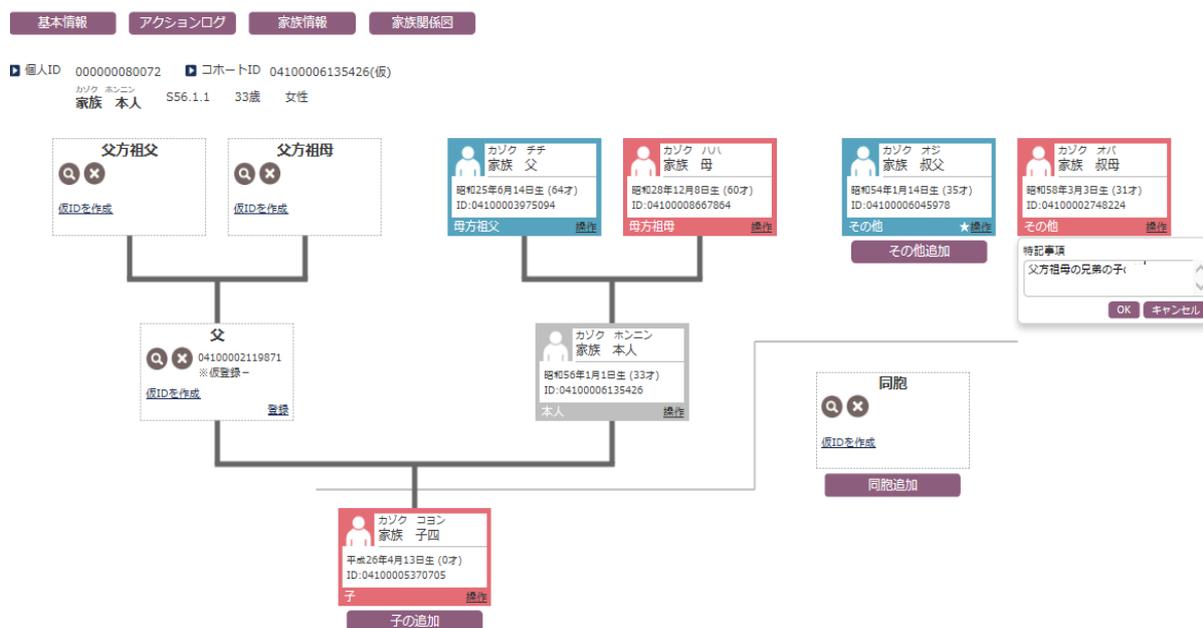
母 は S19.1.1 70歳 女性

メモ

Simultaneously, create a connection to the child’s father, when his father is a participant in the cohort. Afterwards, confirm the link by using the family relation chart.

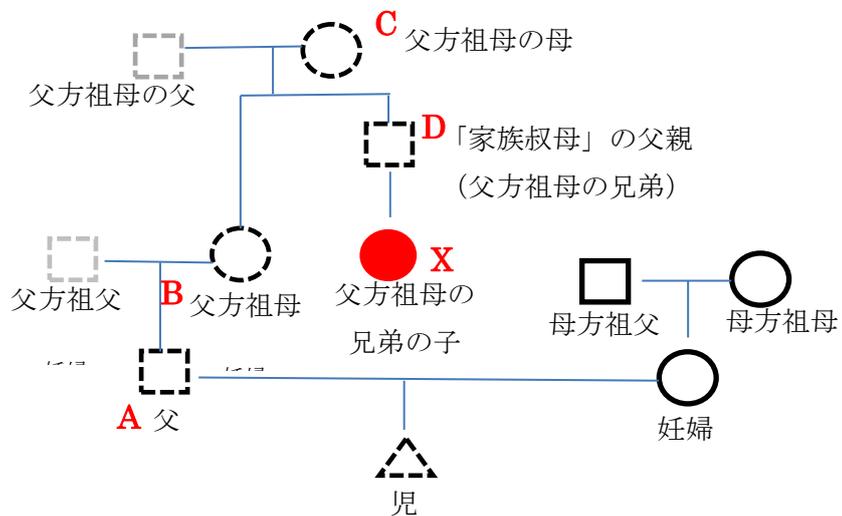
An example of the entry flow is given as follows.

The participant “Aunt X” is a paternal grandmother's brother(D)'s child. First, enter a special note in the enrollment box, according to the entry flow as described in section 2.1.1. Second, connect the family relationships. At this time, the paternal family does not appear in the following figure. Therefore, first create the father’s and paternal grandmother's provisional IDs as described in section 1.6.



Create provisional IDs for father (A), and paternal grandmother (B). It is possible to input them on the family information batch entry screen. To enter the paternal grandmother's brother (D), first create the paternal grandmother's parents (C), as described in section 2.1.2.

For example, a Child's paternal grandmother's brother is the father D of "Aunt X". This father's provisional ID is needed for the enrollment of "Aunt X". After creating the provisional ID of this father D, confirm the manual connections between C and D, and D and X by binary related lines. The relationship of B and C is then connected automatically.



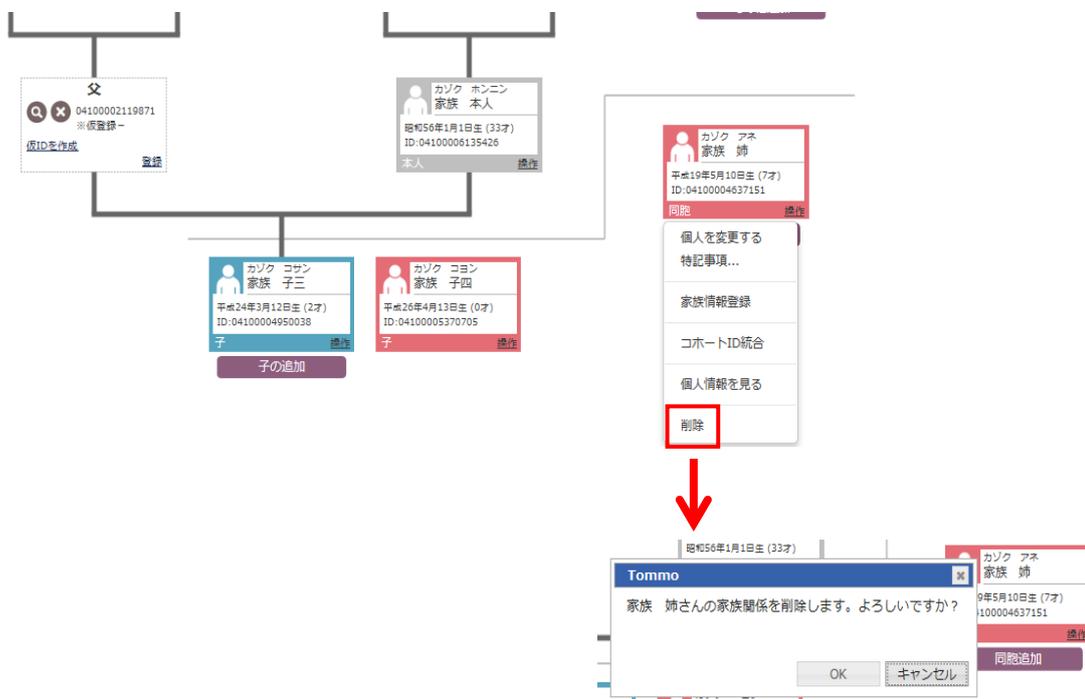
3 Deletion

3.1 Batch deletion

The "X deletion" button is located on the left side of the family information batch entry screen. Note that all family relationships are deleted when this is selected. (This is just a deletion function. It is not the operation of agreement withdrawal.)

3.2 Deletion of an individual family relation

To delete individual family relationships, click "Operation" in the individual enrollment box and select "Delete." When "OK" is pressed, the selected person and that person's entry data are deleted.



An example of how to correct mistakes in the family position

When a family member is actually the pregnant woman's elder sister (E), although only "Sister" is registered as a sibling, it is first necessary to delete her incorrect information from the family relationships. Therefore, delete the entry as described in section 3.2. To then register the family information as the pregnant woman's elder sister (E), increase the enrollment box by pressing the "Addition Others" button, and enroll (E). After that, connect E and the pregnant woman's parents from E's enrollment box.

4 Confirmation of Daily report

The daily report on which it reports with SMS mail can be checked with Leased line. It must be confirmed every day. DO NOT stop this reporting by SMS mail for a while. Select "Result" from the top page menu, and click "Making Daily Report" on the following screen.



Please retrieve the total results of the day on the screen of the daily report, and confirm the number of assentors, non-assentors, and undecided persons.

メモ

【対応者数：○人】
連絡事項：

コホートID	受診者名	性	年齢	同意	非同意	保留	受診情報
2008		女	38歳				○
2784		女	38歳				○
2959		女	27歳				○
7479		男	28歳			○	
4116		男	0歳				○
9472		女	26歳				○
3170		女	24歳				○
4311		女	32歳	○			○
6408		女	34歳			○	
1943		女	3歳		○		
2800		男	46歳				○
計				1	1	3	7

Please input the number of contact persons and reports into the memo column.

Note that a result is not reflected, if there are no execution places in the agreement information.