



National Respiratory Audit Programme (NRAP)

Children and young people (CYP) asthma audit: User guide

Version: v1.0 August 2023

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Overview of the audit

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General information

- The clinical audit will run continuously **until at least 31 May 2026**.
- **Any patient with diagnosed asthma who is admitted to hospital paediatric services for an asthma attack (age 1 – 18) is eligible to be included in this audit.**
- A helpdesk will be available throughout the audit on **020 3075 1526** and by emailing asthma@rcp.ac.uk.

Accessing the web tool

- The web tool can be reached via www.nrap.org.uk.
- Every individual who will be entering data should have a **unique login**. If your hospital is registered, any user that already has login details is able to create new account requests for additional users.
- Please note that the **Lead Clinician at your hospital will be required to approve accounts** in order for access to be granted.
- Contact the team at helpdesk@crownaudit.org with any queries regarding the web tool/your registration.

How to log-in to the web tool

- The children and young people asthma audit can be accessed [here](#) and looks like this:



Home Reports/QI Charts Patients Support

National Respiratory Audit Programme

COPD secondary care

- ▶ Visit
- ▶ Reports/QI
- ▶ Charts
- ▶ Patients

Pulmonary rehabilitation

- ▶ Visit
- ▶ Reports/QI
- ▶ Charts
- ▶ Patients

Adult asthma

- ▶ Visit
- ▶ Reports/QI
- ▶ Charts
- ▶ Patients

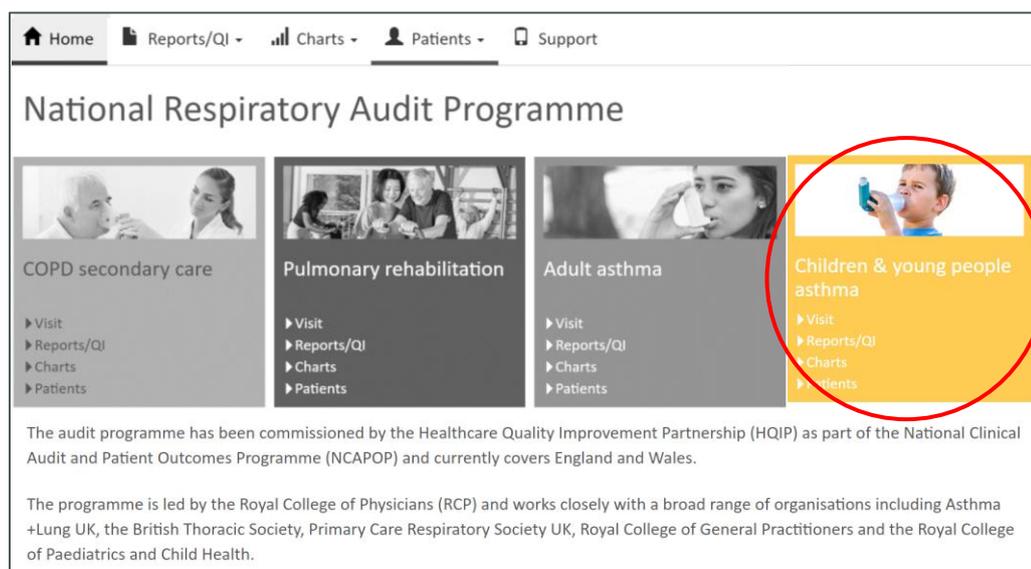
Children & young people asthma

- ▶ Visit
- ▶ Reports/QI
- ▶ Charts
- ▶ Patients

The audit programme has been commissioned by the Healthcare Quality Improvement Partnership (HQIP) as part of the National Clinical Audit and Patient Outcomes Programme (NCAPOP) and currently covers England and Wales.

The programme is led by the Royal College of Physicians (RCP) and works closely with a broad range of organisations including Asthma +Lung UK, the British Thoracic Society, Primary Care Respiratory Society UK, Royal College of General Practitioners and the Royal College of Paediatrics and Child Health.

- Please click **‘Visit’** to log into the web tool:



Home Reports/QI Charts Patients Support

National Respiratory Audit Programme

COPD secondary care

- ▶ Visit
- ▶ Reports/QI
- ▶ Charts
- ▶ Patients

Pulmonary rehabilitation

- ▶ Visit
- ▶ Reports/QI
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Adult asthma

- ▶ Visit
- ▶ Reports/QI
- ▶ Charts
- ▶ Patients

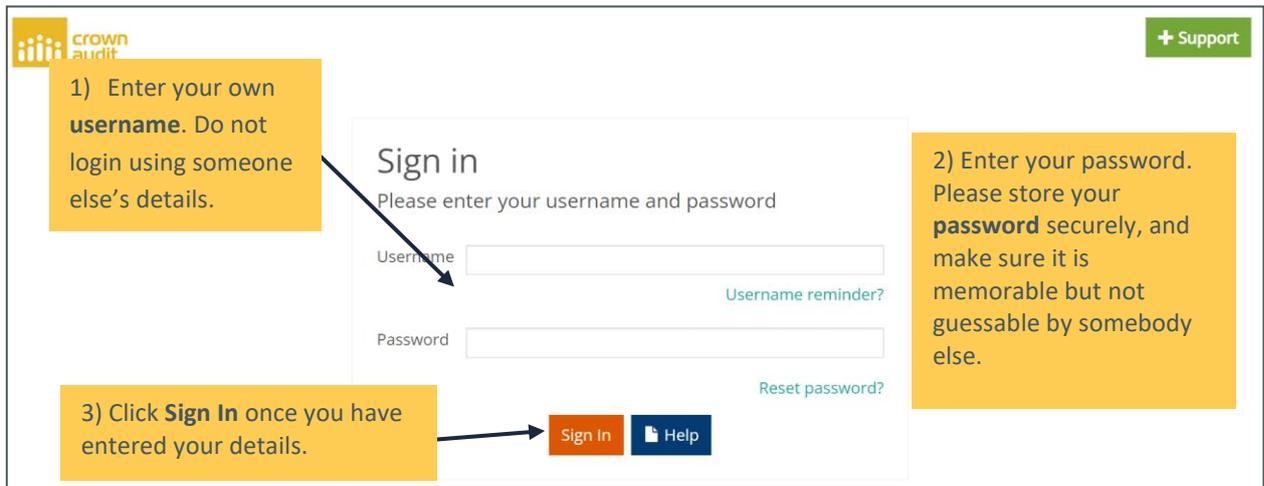
Children & young people asthma

- ▶ Visit
- ▶ Reports/QI
- ▶ Charts
- ▶ Patients

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- **Sign-in** to the audit by following the steps below:



The screenshot shows a 'Sign in' form with the following elements:

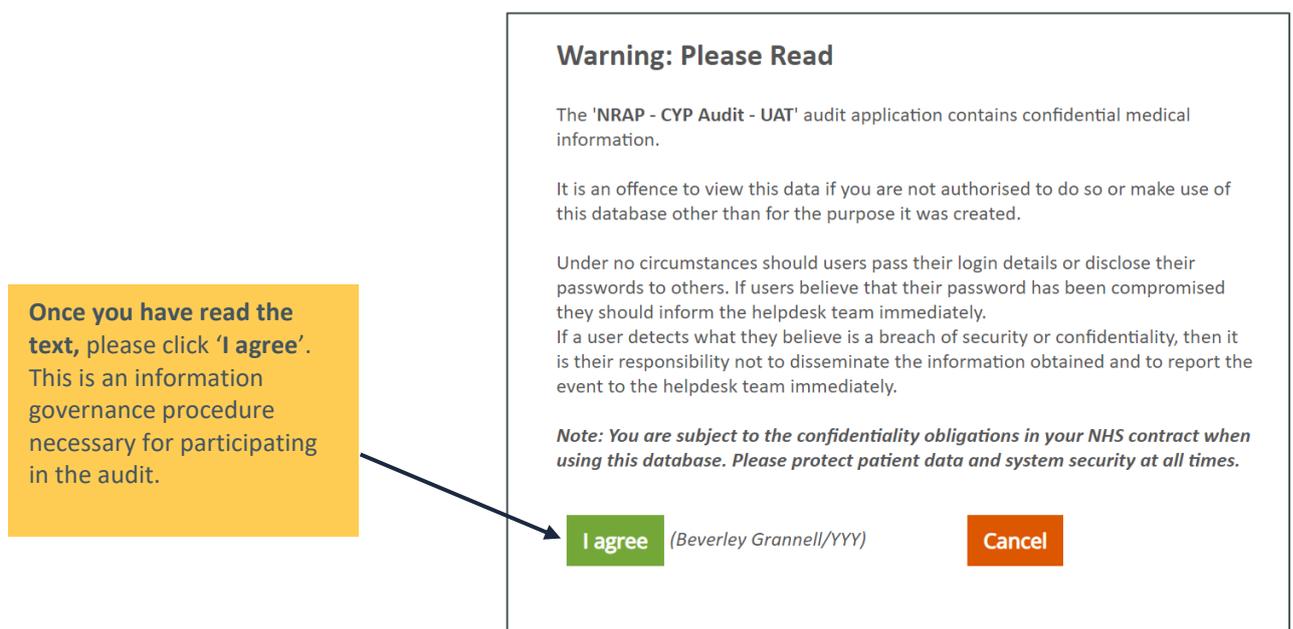
- Top left: 'crown audit' logo.
- Top right: '+ Support' button.
- Form title: 'Sign in'.
- Form subtitle: 'Please enter your username and password'.
- Fields: 'Username' and 'Password'.
- Links: 'Username reminder?' and 'Reset password?'.
- Buttons: 'Sign In' (orange) and 'Help' (blue).

Three yellow callout boxes provide instructions:

- 1) Enter your own **username**. Do not login using someone else's details.
- 2) Enter your password. Please store your **password** securely, and make sure it is memorable but not guessable by somebody else.
- 3) Click **Sign In** once you have entered your details.

Please note - if you are not registered for the audit, access to the web tool will not be granted. If you feel you should be registered on behalf of your hospital, but have not been provided with a login, please contact the asthma helpdesk at asthma@rcp.ac.uk.

- Once you have selected 'Sign In', the following **pop-up** will appear:



The pop-up window contains the following text:

Warning: Please Read

The 'NRAP - CYP Audit - UAT' audit application contains confidential medical information.

It is an offence to view this data if you are not authorised to do so or make use of this database other than for the purpose it was created.

Under no circumstances should users pass their login details or disclose their passwords to others. If users believe that their password has been compromised they should inform the helpdesk team immediately.

If a user detects what they believe is a breach of security or confidentiality, then it is their responsibility not to disseminate the information obtained and to report the event to the helpdesk team immediately.

Note: You are subject to the confidentiality obligations in your NHS contract when using this database. Please protect patient data and system security at all times.

Buttons: 'I agree' (green) and 'Cancel' (orange).

Yellow callout box text: **Once you have read the text, please click 'I agree'.** This is an information governance procedure necessary for participating in the audit.

Navigating the children and young people asthma audit homepage

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- The below highlights the features that are available from the **web tool homepage**.



The screenshot shows the web tool homepage with several callout boxes:

- Home**: This will take you back to the Children and young people asthma audit homepage.
- Downloads**: Supporting documents are available to **download** here (e.g., guidance documents, data collection sheets etc.).
- Support**: Further **support** is available here e.g., new user creation, password reset.
- Joe Smith / General Hospital**: This area will show the name of the person who is logged in, as well as the hospital name.
- Logout**: For security, please **log-out** if you are no longer using the web tool.
- New v2 record**: To be taken to the **clinical dataset questions** for patients discharged before April 2023, click on 'New v2 record.'
- New v3 record**: To be taken to the **clinical dataset questions** for patients discharged after April 2023, click on 'New v3 record.'

The homepage content includes:

- Navigation menu**: Home, Patients, Charts, Reports, Exports, Imports, Downloads, Support, Joe Smith / General Hospital, Logout.
- New patient record**: New v3 record (Discharged from April 2023), New v2 record (Discharged before April 2023).
- Patient lists**: Draft records, Completed records, All records.
- Organisational audits**: CYP A 2021.
- Welcome to the children and young people asthma audit**: New v3 dataset is now open. Use the new dataset for patients discharged from 1 April 2023. You can also enter data for patients discharged earlier using the earlier v2 dataset. Check the news for details.
- Clinical audit**: This continuous audit is now open and launched on 1 June 2019. Audit guidance and materials, including information on inclusion/exclusion criteria, can be found within the downloads section.
- Data entry deadlines**:

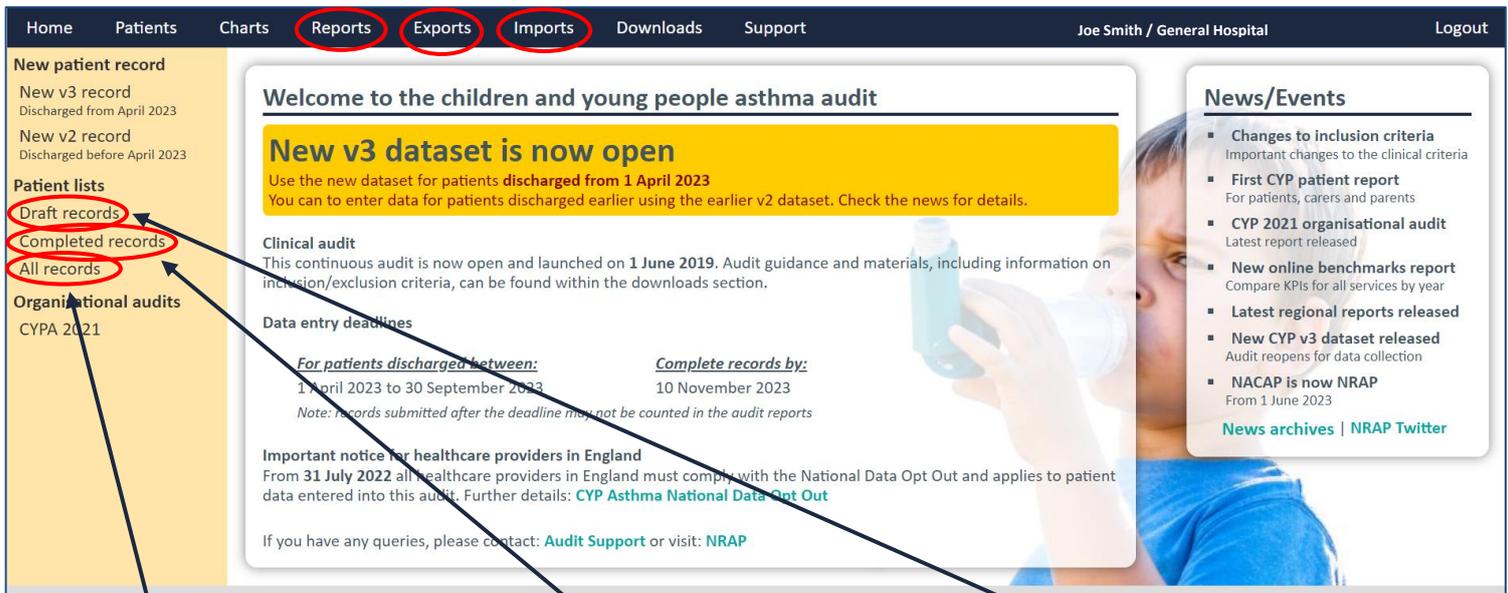
For patients discharged between:	Complete records by:
1 April 2023 to 30 September 2023	10 November 2023

 Note: records submitted after the deadline may not be counted in the audit reports.
- Important notice for healthcare providers in England**: From 31 July 2022 all healthcare providers in England must comply with the National Data Opt Out and applies to patient data entered into this audit. Further details: [CYP Asthma National Data Opt Out](#).
- News/Events**:
 - Changes to inclusion criteria: Important changes to the clinical criteria
 - First CYP patient report: For patients, carers and parents
 - CYP 2021 organisational audit: Latest report released
 - New online benchmarks report: Compare KPIs for all services by year
 - Latest regional reports released
 - New CYP v3 dataset released: Audit reopens for data collection
 - NACAP is now NRAP: From 1 June 2023

Within **reports** you will be able to see hospital specific **run-charts, benchmark charts, and audit reports**, and public **annual and regional reports**.

From here, you can **export** all the patient records entered onto the web tool into an **Excel spreadsheet**.

From here you can **import** data using a **.CSV file**.



The screenshot shows the NRAP web application interface. The navigation menu at the top includes: Home, Patients, Charts, **Reports**, **Exports**, **Imports**, Downloads, and Support. The user is logged in as 'Joe Smith / General Hospital' and can click 'Logout'. The main content area is titled 'Welcome to the children and young people asthma audit' and features a prominent yellow banner: 'New v3 dataset is now open'. Below this, there are sections for 'Clinical audit', 'Data entry deadlines', and an 'Important notice for healthcare providers in England'. On the left sidebar, under 'Patient lists', the items 'Draft records', 'Completed records', and 'All records' are circled in red. On the right sidebar, there is a 'News/Events' section with several bullet points.

Within **all records** you will be able to see **all patient records** entered in the audit for **your hospital**

The **completed records** page shows **all patient records** that have been **completed (passed validation)**.

This page will show you the **draft patient records** entered in the audit for **your hospital**.

Navigating the children and young people asthma secondary care clinical audit pages

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Use 'Save' to save the current record. This will also validate the record, and if it does not comply with validation rules it will be saved as incomplete. Incomplete records can be returned to and completed at a later date. Use 'Cancel' to close the current record. You can return and edit a record at any point whilst the audit is open, provided it has been saved.

This dataset is only for patients discharged from 1 April 2023. Please use the V2 dataset for patients discharged earlier.

V3 Patient record: (unsaved record) - DRAFT record - 23 questions remaining (0% complete)

Save Cancel

Inclusion 1. Arrival 2. Patient 3. Smoking 4. Acute observations 5. Acute treatment 6. Review / Discharge Custom

Inclusion and exclusion criteria

Help notes are available for each question.

Include patients

- who are between 1 and 5 years old on the date of arrival and have been admitted* to a hospital paediatric service with a primary diagnosis of an asthma attack OR
- a primary diagnosis of wheeze AND a secondary diagnosis of asthma (include patients where this was initially unclear, but later identified as an asthma attack/wheeze AND asthma attack)
- who are between 6 and 18 years old on the date of arrival and have been admitted* to a hospital paediatric service with a primary diagnosis of an asthma attack.

*Where admission is an episode in which a patient with an asthma attack is admitted and stayed in hospital for 4 hours or more (this includes Medical Admission Units (MAU), Clinical Decision Units/Children's Observation Units, short stay wards or similar, but excludes patients treated transiently before discharge from the Emergency Department (ED)).

Exclude patients

- under the age of 1 (due to the complex nature of diagnosing asthma in this age group);
- in whom an initial diagnosis of an asthma attack was revised to an alternative diagnosis at a later stage of the admission;
- who are between 16 and 18 years old, but managed on an adult ward.

Please note: only children and young people who have been coded with the ICD-10 codes listed in the pop-up helpnote should be entered into the audit.

Next>

Navigate through questions using the tabs at the top of the page, or the 'Next' and 'Prev' buttons at the bottom of the page.

Colour key used on each patient record

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The web tool uses a colour key to highlight the areas of the patient record need to be revised. You can move through the tabs without completing all fields, however if the record is incomplete, or an entry needs to be checked for accuracy, a **warning box** will appear after you click save.

Warning serious errors

Your record has serious errors and cannot be saved.
Please review and fix the list below before attempting to save again.

1.1a Arrival Date - The minimum value is 01/06/2021.
1.1b Arrival Time - This is an essential field, please enter a value.
2.2 Date of Birth - This is an essential field, please enter a value.
2.3 Gender - This is an essential field, please enter a value.

Close

This type of warning box will appear if a save is attempted but the record is missing essential information such as arrival date, arrival time, date of birth or gender.

Confirm Save

This record has the following warnings:
4.1 Heart Rate (BPM) - This value is very high (≥ 230)

Save as draft Accept warnings and save Cancel

This type of warning box will appear if a save is attempted but the record contains information that is close to maximum or minimum limits. The record can be reviewed, saved as a draft, or if the information is correct, saved by accepting the warning.

Warning serious errors

Your record has serious errors and cannot be saved.
Please review and fix the list below before attempting to save again.

6.2a Discharge/Transfer Date - The minimum value is 01/04/2023.

Close

This type of warning box will appear if a save is attempted but the record is missing required information such as smoking status. The information must be amended or deleted before it can be saved as a draft.

After the warning box appears and is actioned, the relevant tab will be highlighted to indicate where revisions are required.

A **red tab** indicates there is missing **essential information** which must be included. The record cannot be saved if there are any red tabs.

A **yellow tab** highlights that some information provided falls at the **lower or higher end of the range** allowed and should be re-checked to ensure accuracy.



3. Smoking status

3.1 Does the patient currently smoke, or have they a history of smoking any of the following substances? ⓘ

Tobacco, including cigarettes (manufactured or rolled), pipe or cigars, shisha, cannabis or other illicit substances?

This question only applies to children aged over 11 years and older.

a) Tobacco

Including cigarettes (manufactured or rolled), pipe or cigars.

- Never
- Ex
- Current
- Not recorded

b) Shisha

- Never
- Ex
- Current
- Not recorded

If a question is greyed out, then **no answer is required** and you should move onto the next question.



Predicted peak flow (PEF) calculator

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The Acute observations tab includes a predicted **PEF calculator**. Selecting this will download an excel spreadsheet.

- You will need to manually enter the child's height in centimetres into the appropriate light purple box. The estimated peak flow will be automatically calculated and displayed in the corresponding cell.
- **The value will need to be manually entered into the web tool for q4.4b. It will not automatically populate.**

Selecting and de-selecting responses

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- To **select** a response where multiple options are available (as per the option below), simply click the circular radio/option button.

3.3	Is the patient regularly exposed to second-hand smoke? ⓘ	<input type="radio"/> Yes
	<i>Please select 'Yes' if the patient is exposed to second-hand smoke in the home/a place where they spend significant periods of time (i.e. with extended family members) at least weekly. If the exposure stopped at least 4 weeks prior to the admission, please enter 'No'.</i>	<input type="radio"/> No
		<input checked="" type="radio"/> Not recorded

- If you have selected the response in error and wish to **de-select** it, you will need to click *the same* circulate radio/option button again.
- For some questions, for example Q4.4 (*What was the first recorded peak flow measurement (PEF) for the patient following arrival at hospital?*), the selection of a particular response, in this case 'Patient too unwell' or 'Not recorded', will prevent you from entering a numeric response, i.e. it will grey the response box out.
 - In this situation, if you have selected a response in error and wish to instead enter a numeric response, you will **not be able to do this** until you have de-selected the incorrect response using the method outlined above.

Duplicate management

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- A patient can only be admitted once a day for this audit – this means that if you try to enter a second record for the patient on the same day, this will be refused, and a duplicate warning will pop-up.
- Duplicates will be automatically checked by the web tool using a combination of the patient's NHS number (date of birth and gender, if an overseas patient) and arrival date.
- Please note there are two types of duplicate records:
 - Duplicate records at your own hospital.
 - Duplicate records at another hospital (at your trust or another trust).
- Duplicates at your hospital may happen for various reasons, such as:
 - Administrative duplication – perhaps an audit team is entering records as well as the clinical team.
 - An error has been made in the data – somebody may have entered the wrong arrival date or NHS number, or there may be an error in the NHS number (even though the web tool has accepted it).

If a duplicate record is found **at your hospital**, you will be given this warning:

Duplicate record at your unit - New record

A record for this patient and admission date has already been entered.

You cannot save this record for the same patient and same date:

- NHS Number:
- Admission date: **01/03/2021**

Check these details and correct any errors if possible.
Or click '**Open original**' button to cancel this record and update the original record.

The patient record is identified by the patients NHS number, (or their date of birth and gender, if an overseas patient) and the admission date only.

Open original

Close

- You should first check that the main details are correct for the patient. If you have made an error, you can cancel the warning and try again. If the details are correct, then you should use the 'Open duplicate' button to review the original record and update that record instead. NB: the current record will be cancelled when you open the duplicate.
- It is possible that another unit has entered the patient already. This may occur at another hospital within your own trust or at a completely different trust. If a duplicate record is **found elsewhere**, you will be given a different warning, as below:

Duplicate record - At a different unit

Another hospital unit has already entered this patient for this admission.

You cannot save this record with the same patient details and arrival date: *

- NHS Number: **9999999514**
- Arrival date: **0**
- Date of birth: **03/06/2007**
- Gender: **MALE**

Check these details and correct any errors or cancel this record and contact your colleagues at:
The county district hospital, (District NHS Trust)

* The patient record is identified by the patients NHS number,
(or their date of birth and gender, if an overseas patient) and the arrival date only.
If this duplicate is due to a patient transfer, refer to audit FAQ/helpdesk for advice.

- This may happen if, for example:
 - An error has been made in the data – perhaps somebody has entered the wrong arrival date or NHS number, or there is an error in the NHS number (even though NHS number has been accepted by the web tool).
 - A transfer has taken place on the same day.
- Because the record doesn't belong to you, you can't see it or edit it. However, we indicate where the duplicate record was found and you may be able to contact the other team to discuss why the duplicate has occurred, and what both parties can do to resolve it.



- If you can't resolve the duplicate with the other unit, then it won't be possible to enter your record into the audit, even if you are sure the original record is incorrect. You may contact the audit helpdesk for advice but note that any correction required is the responsibility of the original record owner.

Please contact the NRAP audit team at asthma@rcp.ac.uk if you have any questions about duplicates.