

Patient Protocol Manager is one of two major components of the PowerTrials solutions. Patient Protocol Manager (PPM) is used to enroll and manage enrollment of patients into studies.

## Taking a Patient Off Study

**STEP 1:** Log into Patient Protocol Manager.

**STEP 2:** Go to the protocol the patient is to be taken off study.

**STEP 3:** Locate and right-click the patient's name that is to be taking off study and select **View/Edit Enrollment**.

**STEP 4:** Select the **Off-Study** tab.

- Enter the date the patient was taken off study in the **Off-Study Date** box.
- Enter the **Removal Person**, **Removal Institute**, and **Removal Reason** information.
- A free text comment must be entered if **Other** is selected from the **Removal Reason** list.

**STEP 5:** Click **OK**.

- The patient's details are updated. The applicable column (i.e., Off Study and/or Off Treatment) is updated with the date entered.

### ➤ Tab Options

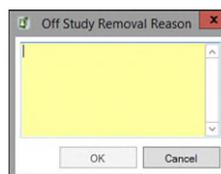
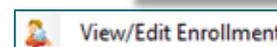
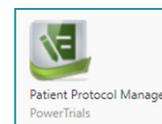
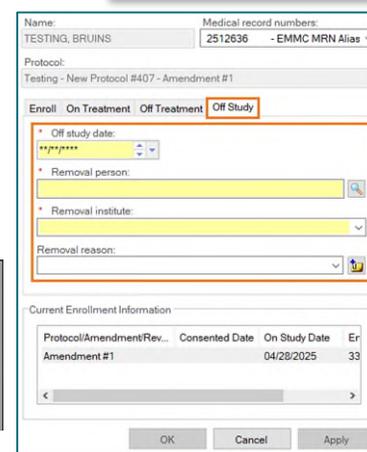
- If the Study Type of **Therapeutic** was selected when creating the protocol, there will be four tabs available: **Enroll**, **On Treatment**, **Off Treatment**, and **Off Study**.
- For **Non-Therapeutic** studies, there will only be two tabs: **Enroll** and **Off Study**.

## SmartZone Alert

➤ A SmartZone alert will appear in the patient's chart when staff enter the chart. In order for the alert to fire and appear, the following events need to occur:

- Once the protocol has been built and the patient is enrolled into the study.
- After the patient has been enrolled into a study, the SmartZone alert will trigger upon opening the chart.

**NOTE:** When a patient is off treatment, the Smart Zone alert will still appear until they are taken off study.

Protocol/Amendment/Rev...	Consented Date	On Study Date	Er
Amendment #1		04/28/2025	33

