



User Guide: Clinician Portal

1. You can access the clinician portal by visiting our website at www.durham.ac.uk/drex and clicking on the clinician portal tab circled on the left hand side.

The screenshot shows the Durham University website. The top navigation bar includes links for Undergraduate, Postgraduate, International, Research, Business, Alumni, About Us, and Visitors. The Department of Psychology breadcrumb trail is: Home → Department of Psychology → Research → DREX. The main content area is titled 'Durham Reading & Exploration (DREX) Training'. On the left, a navigation menu lists: Department of Psychology, Undergraduate Study, Postgraduate Study, Research (with sub-links for DREX, Hemianopia, Training Details, Meet the Team, Research Articles, User Guide, and Clinician Portal), Staff, Outreach, Events, and Contact us. The 'Clinician Portal' link is circled in red. The main content area contains text about homonymous visual field defects and the DREX training program. Social media icons for LinkedIn, Facebook, Twitter, and Google+ are visible. On the right, there are 'Related Links' for Academic Health Science Network (AHSN) and 'Contact Details' for Wolfson Research Institute. A social media widget for @DREX_Durham is also present.

2. By clicking on the link circled below you will be taken to the clinician portal.

The screenshot shows the Durham University website at the Clinician Portal page. The breadcrumb trail is: Home → Department of Psychology → Research → DREX → Clinician Portal. The main content area is titled 'Clinician Portal'. The left-hand navigation menu is the same as in the previous screenshot, but the 'Clinician Portal' link is now highlighted. The main content area contains text explaining the DREX training program and the clinician portal. A URL, <https://apps.durham.ac.uk/drex/portal/login/>, is circled in red. The right-hand side of the page is mostly blank.



- Below is the home screen of the clinician portal. To register an account click on the 'Register here' button circled below.

The screenshot shows the Durham University logo at the top left. Below it are two input fields: "Email Address" and "Password". A purple "Login" button is positioned below the password field. Below the login button, the text "Don't have an account? Register here." is displayed, with "Register here." circled in red. Below this is the text "Forgot your password? Retrieve it here." At the bottom of the page, there is a purple footer containing the DREX logo, the text "Durham Reading and Exploration Training", the copyright notice "© University of Durham 2014", and the address "University of Durham, The Palatine Centre, Durham, Co. Durham, DH1 3LE".

- The details required to register an account are your full name, an email address, a password and the details of where you work. Type this information in the appropriate section.

The screenshot shows the Durham University logo at the top left. Below it are four input fields: "Full name *", "Email Address *", "Password *", and "Company". A purple "Register" button is located at the bottom right of the form area. At the bottom of the page, there is a purple footer containing the DREX logo, the text "Durham Reading and Exploration Training", the copyright notice "© University of Durham 2014", and the address "University of Durham, The Palatine Centre, Durham, Co. Durham, DH1 3LE".



5. After registering an account you will see the below message. You will need to await a verification email before you can log in.



Your account has been successfully created and placed in the queue for moderation. We'll notify you once it has been approved and you'll be able to login here.



University of Durham,
The Palatine Centre,
Durham,
Co. Durham,
DH1 3LE



Terms and Conditions

You must accept the terms and conditions to continue

You are about to access the DREX Clinician Portal (the "Portal") designed to enable Clinicians to view progress and use by their Patients of Durham Reading and Exploration training (DREX) application which is self-adjusting, software designed by researchers at the University of Durham (hereinafter "the University") with the aim of attempting to assist in the rehabilitation of individuals who suffer from Homonymous visual field defects, such as hemianopia.

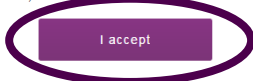
The content made available via the Portal is owned, maintained and provided to you by the University of Durham ("us", "we", or "the University") whose registered address is the Palatine Centre, Stockton Road, Durham, DH1 3LE United Kingdom as represented by the Foundation Centre.

By proceeding with gaining access to the Portal via www.drex.org.uk, including accessing or utilising any of the services or content therein you hereby agree to be legally bound by the following terms and conditions (the "Terms"). If you do not wish to accept and agree to be bound by these Terms, please do not use or access the Portal. Doing so implies your express acceptance of these terms. Your use of the Portal is at all times governed by the Terms as set out below, which should be read in conjunction with:

- A. any details provided within the pages relating to the Portal in regards to its operation; and
- B. any terms relating specifically to the content available via the Portal as detailed therein.

1) Terms and Conditions

- a) We reserve the right to update or amend these Terms at any time, and therefore in continuing use of the Portal and any content or service therein following any such change, you shall be deemed to be granting your acceptance of such change. It is therefore your responsibility at all times to check the Terms regularly to ensure you are aware of any such change. We reserve the right at all times to terminate your access to any or all of the services provided on the Portal at any time, without notice, for any reason, including without limitation, breach of these Terms.
- b) The Portal and its contents (including without limitation the Portal design, text, graphics and all software and source codes connected with the Portal and its services) shall at all times remain the property of, and copyright to the University, and are protected by copyright law.
- c) You may not:
 - i) copy, reproduce or create derivative works from the Portal;
 - ii) provide the Portal to any a third party, without the express written permission of the University;
 - iii) sublicense, rent, sell or lease any portion of the Portal, nor
 - iv) use the Portal in any manner not authorised by these terms.



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6. After your account has been moderated and accepted you will be able to log in using the email and password you entered when registering.

In order to access the portal you will be required to accept the terms and conditions. You can read these terms by scrolling down the page and clicking the "I accept" button at the bottom of the screen.



- The below screenshot is the dashboard of the clinician portal and where app users will appear once they are connected with you. Circled in the top right of the screen is your unique clinician I.D. This code should be given to your patients in order for them to connect with you.



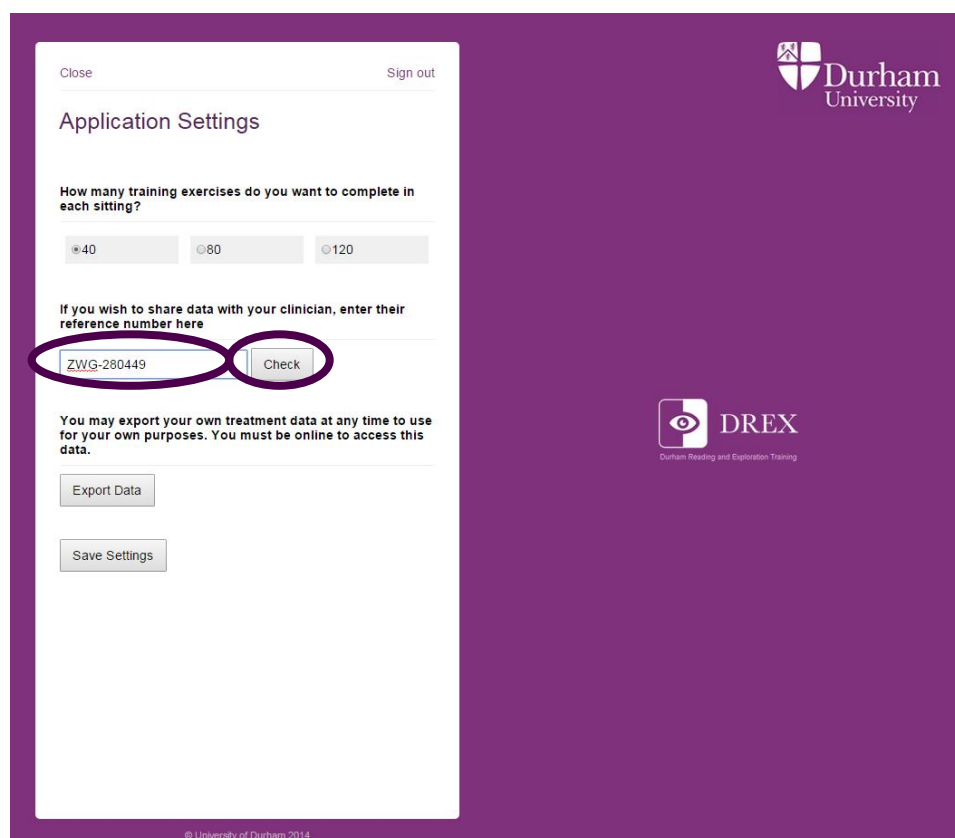
Welcome,

Your patients

Sorry, but you currently have no patients linked to you.

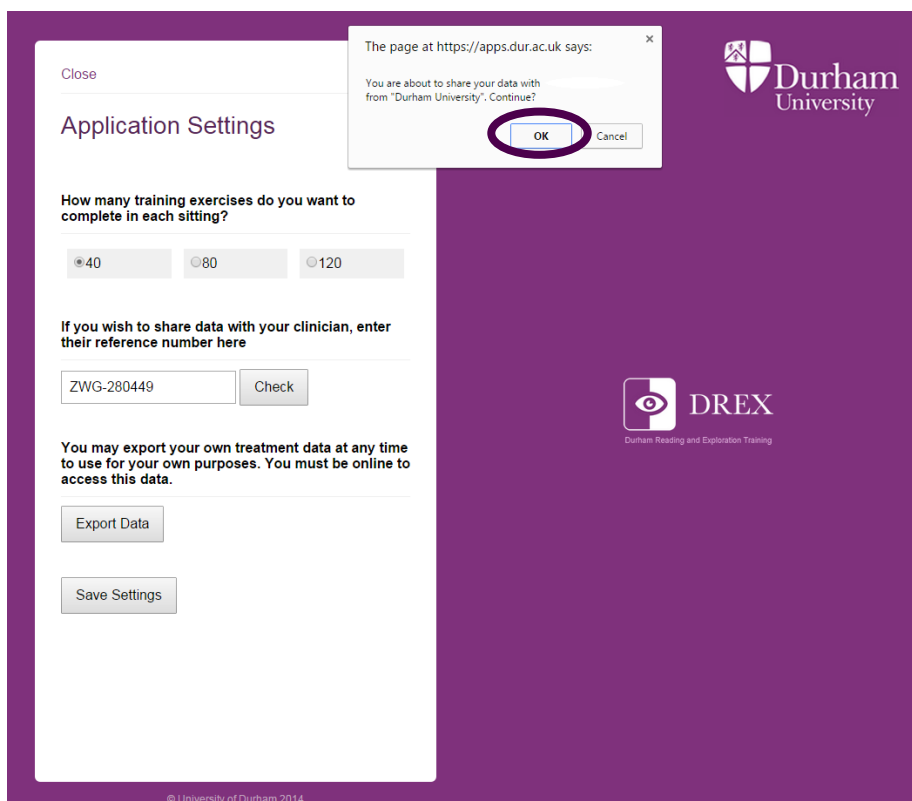


- In the settings of the the patients own DREX app, your clinician I.D. can be input into the space circled. Then click “check” to proceed with a connection.

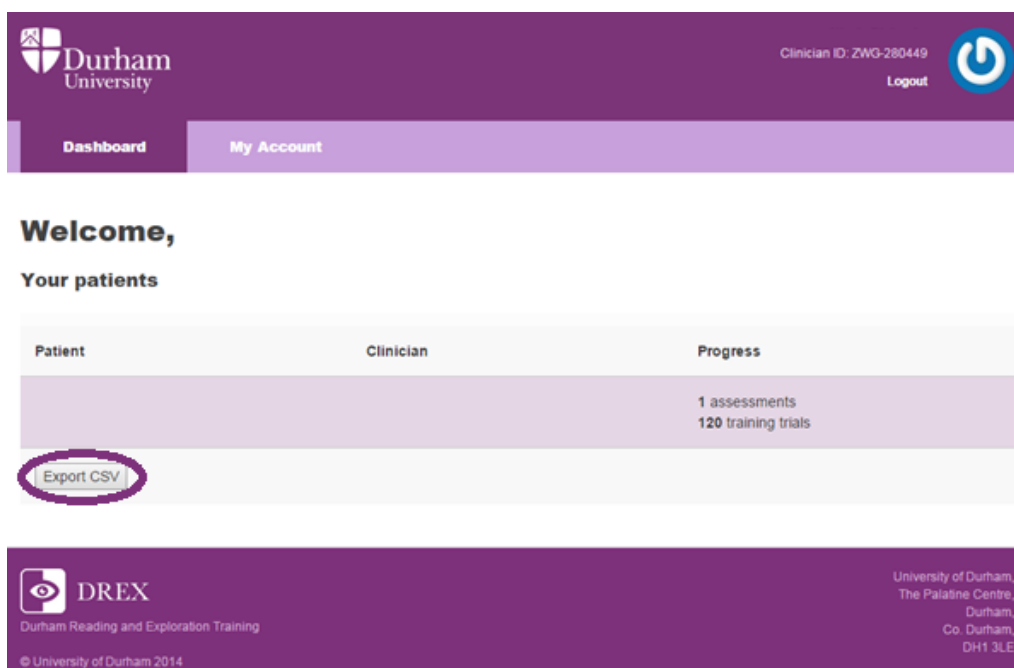




9. After clicking “Check”, a box should appear informing the app user that they will be connecting with you. Click “Ok” to proceed with the connection.





10. After the app user has completed Step 8 and 9, they will appear on the clinician’s dashboard. You can export data from the dashboard by clicking on the “Export CSV” button circled below.





11. By clicking on the patient in the dashboard you will be taken to a summary page about that patient. This will contain the details that the patient entered when they download and register on the app, such as the cause of their visual loss and the type of visual loss they suffer. This page also includes an overview of their assessment and training data, which you can export by clicking on the “Export CSV” buttons below each overview.

 Clinician ID: ZWG-280449  Logout

Dashboard My Account

27, • Joined 11th June 2015 [Save Settings](#)

Condition

Cause of visual loss

Onset 2015 years ago

Side(s) affected Right

Type of visual loss

Other problems

Documents

These documents inform your patient of how their data will be shared with you, their clinician. Please be sure to give this letter to your patient either by hand or by email.

It is of the utmost importance that these letters are signed and dated. If you have sent this letter by email the patient will contact you only if they are not comfortable with their data being shared.

Please keep a record of the emails sent to patients and be sure to store hand signed slips in a safe place. For further information or if you have any questions please contact drex.training@durham.ac.uk.

Document to send via email

Document to give in person

Once you have sent these documents to this patient, click the button below to confirm.

Assessment Overview

	Avg. Speed	Avg. Accuracy
2015-06-15 09:26:41	6338ms	72.06%

[Export CSV](#)

Training Overview

	Level	Avg. Speed	Avg. Accuracy
Reading	1	0ms	0.00%
Exploration	1	1430ms	98.33%

[Export CSV](#)

Application Settings

Language

No. trials per block 40 80 120



12. Importantly, this page also contains a document to send to this patient to confirm that they want to share their data with you. This document is available in 2 forms; an email letter and a hand-signed letter, both can be downloaded by clicking on the links circled.

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Cause of visual loss

Onset 2015 years ago

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The “Document to send via email” should be emailed to patients. If no response is received from patients informing you that they do not want to share their data with you within two weeks then it is assumed that the patients knowingly linked their DREX account with yours.

The “Document to give in person” requires the patient to sign and date the slip at the bottom of the page to confirm that they are happy to share their training data with you.

After sending these documents please click the button at the bottom of the screen confirming that these documents have been sent.

Patients can request to disconnect from you at any time.



13. You can amend the details of your account at any time by clicking on the “My Account” tab and altering the details you entered when you first registered. Click the “Update account” button circled below to save any changes you make.

Durham University Nicola Richards
Clinician ID: ZWG-280449 Logout

Dashboard **My Account**

My Account

Email _____
Name _____
Company **Durham University**

Update account

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14. To exit your account you can click the “Logout” button circled below to leave your account.

Durham University Clinician ID: ZWG-280449 **Logout**

Dashboard **My Account**