



**British Society for  
Rheumatology**

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Rheumatoid Arthritis Register

## **Add a New Follow Up:**

Identifying and opening a follow  
up form due for completion

Once you have logged in to the online database, any follow-up forms due for completion can be identified by selecting ***Follow-ups that are currently due*** from the Home page menu.

## Training Centre 1

### View All Patients

A full list of all patients registered to the study from your centre including details of what stage of follow-up they are up to.

### Add a New Patient

Start here to register a new patient.

### View Records in Edit Window

Access to all baseline registrations and follow-ups that are currently within the edit window.

### Follow-Ups

- [Follow-ups that are currently due](#)
- [Follow-ups for the next month](#)
- [Follow-ups for the next 3 months](#)

### Query Inbox

See queries about patients in your centre.

**34 new of 65 unsolved queries.**

- [See new queries](#)
- [See prioritised queries](#)
- [See Serious AdverseEvent queries](#)

### Missing ESI Forms

**Currently due** follow-ups will be displayed at the top. **Recently overdue** follow-ups will be displayed underneath.

**BSRBR-RA** Home Contact

Training Centre 1 home / **Follow-Ups Due**

**Currently Due**

ID ^	Surname	Forename	FUP Number
#####	XXXXXX	XXXXXX	6
#####	XXXXXX	XXXXXX	4
#####	XXXXXX		

7 items

**Recently Overdue (since 16/12/2025)**

ID ^	Surname	Forename	FUP Number
#####	XXXXXX		
#####	XXXXXX	XXXXXX	2
#####	XXXXXX	XXXXXX	2
#####	XXXXXX	XXXXXX	1
#####	XXXXXX	XXXXXX	1

10 items

**Currently Due**

ID ^

#####	
#####	
#####	XXXXXX

Select a study ID to access the form for that participant

Click on **Open Edit Window** to access the follow-up form.

Training Centre 1 home / All patients /

**Patient Status:** Training - Current [Click to reveal Patient Identifiable Data]

### Patient summary

▼ Study ID:#### Cohort: Infectra

Consent Date: **Not Entered** Consented By: **Not Entered** Created by: username on 24/03/2023

	Follow up	Due date	Status	Date entered	Date last updated	Editable?
Select	Baseline	23/03/2023	Completed	24/03/2023	12/12/2025	Can be viewed only
Select	1	23/09/2023	Verified	27/09/2023	14/08/2024	Can be viewed only
Select	2	23/03/2024	Verified	25/03/2024	25/03/2024	Can be viewed only
Select	3	01/04/2024	Verified	13/02/2025	23/09/2025	Can be viewed only
Select	4	23/03/2025	Completed	14/05/2025	24/07/2025	Can be viewed only
Select	5	23/09/2025	Completed	09/09/2025	05/02/2026	Can be viewed only
<a href="#">Open Edit Window</a>	6	23/03/2026			30/03/2023	Can be opened
	7	23/03/2027			30/03/2023	Cannot yet be opened
	8	23/03/2028			30/03/2023	Cannot yet be opened

You are about to open the edit window for Follow Up 6 due around 23/03/2026.

This action cannot be undone and will lead to data verification (and queries) when the edit window closes. Please ensure you have the relevant data for this follow up.

Open Edit Window

Close

Select **Open Edit Window** to continue

A notification box will appear asking for confirmation that the form is to be opened.

The form will open to **Biologic Targeted Therapy**.

Once a follow-up is open you will have **14 days** to enter data before the edit window is closed.