

The British Society for Antimicrobial Chemotherapy (BSAC) OPAT National Outcomes Registry System (NORS)

Disclaimer / Terms of Conditions

1 REGISTRATION

- 1.1 To view, submit or analyse data using the BSAC OPAT National Outcomes Registry (NORS), users must register at: opatregistry.com
- 1.2 To register individuals must provide an email address which is administered by a healthcare service i.e. nhs.net, hscni.net etc. An email will be sent to that email address for account verification and activation. *Users are advised to check their junk/spam mailbox if this email is not received within minutes of registering.*
- 1.3 Registered users of NORS must not share their login details with a third party.
- 1.4 Users will be required to assign themselves to an OPAT Service. Should a Service not exist in the system this must be created. Reporting of paediatric OPAT Services is distinct from reporting of adult OPAT Services.
- 1.5 NORS automatically creates an OPAT lead for each registered Service (this OPAT lead is assigned as the first individual to register for a Service). The name of the OPAT lead can be changed at any point upon request to: OPAT@bsac.org.uk

2 VIEWING DATA

- 2.1 Following registration, all users will automatically have access to the reports function.
- 2.2 Data comparisons can be made between registered OPAT Services, Service Types, Regions, and Host Organisations.

3 ENTERING DATA INTO NORS

- 3.1 Data entry to the registry is voluntary but is welcomed and strongly encouraged to allow shared learning and experience of OPAT practice across the UK & Ireland.
- 3.2 Data is uploaded manually into NORS by each Service. The BSAC is unable to enter data on the behalf of any Service.

4 OWNERSHIP OF DATA

- 4.1 The NORS, including copyright and technical functionality belongs to the British Society for Antimicrobial Chemotherapy (BSAC). No part of NORS or its functionality can be reproduced without the express written permission of the BSAC.

- 4.2 Individual data sets submitted to NORS remain the property of the original OPAT Service.
- 4.3 All data submitted to NORS is **anonymous** and **does not contain any patient identifiable information**. The anonymised aggregated data submitted belongs to the BSAC, with due acknowledgement given to all submitting Services.
- 4.4 OPAT Services can withdraw from the registry at any time by submitting a request in writing to the BSAC via email at: OPAT@bsac.org.uk.
NOTE: *Once an individual's data is submitted to NORS this cannot be removed or deleted from the system (and the registry does not contain patient identifiable data).*

5 PUBLICATION OF DATA

- 5.1 Data may be used locally to demonstrate the need to improve or initiate OPAT Services. Any information downloaded from NORS should not be altered, and its source must be acknowledged.
- 5.2 Any individual or individuals wishing to undertake research; publish or present data from NORS must apply to do so in writing to the General Secretary of the BSAC via email at: OPAT@bsac.org.uk
Requests will be dealt with within 10 working days and the decision (authorisation to proceed or decision to decline with reasons) forwarded to applicants by email.
- 5.3 Acceptance of these terms and conditions includes acceptance that NORS data can be used for research, publication and presentation of such data.
- 5.4 Once authorised, the data source must be acknowledged as the BSAC OPAT National Outcome Registry (NORS), which will in turn publish details of all participating Services. If publications are not being submitted for publication in a peer-reviewed journal, or other peer-reviewed publication, a copy of the manuscript plus details of how and where publication is proposed must be submitted to the BSAC Publications Committee for approval. This can be done by submitting a request in writing to the Chair of the BSAC Publications Committee via email at: OPAT@bsac.org.uk

6 DISCLAIMER FOR USE (for any purpose including those doing data analyses)

- 6.1 NORS presents data collected for the BSAC OPAT Initiative and it is intended for use by health professionals and students in microbiology, epidemiology, and other scientific and healthcare disciplines.
- 6.2 NORS data should not be given to any third party (including commercial companies) without explicit written authorisation from the BSAC. Requests should be submitted in writing to the BSAC via email at: OPAT@bsac.org.uk
- 6.3 Data submitted to NORS should be in accordance with any data protection / governance policies within each Healthcare Trust/Board. In submitting data Trusts/Boards must be satisfied that:
- Patients' information is processed fairly and lawfully;

- Privacy Notices informing patients of the purposes that their data (in the case of NORS anonymous data) may be used;
- There are processes in place for dissent and removal of any individual's data **prior to submission of data to NORS** if they do not want their information included.

NOTE: *Once an individual's data is submitted to NORS this cannot be removed or deleted from the system (and the registry does not contain patient identifiable data).*

- 6.4 Research, publications and presentation of data contained within NORS is governed by Clause 5 of this Terms and Conditions document.
- 6.5 To mitigate the risk of making valid or meaningless analyses of data contained within this site, you must not represent that your analyses or interpretations have the authority of the BSAC.
- 6.6 No-one should rely on any information on this site for individual medical advice.