

## QWEB USER GUIDE

### Using Code Groups in Projects

Code Groups need to be linked to Projects to enable the requested Code Group data to be extracted and used for research purposes. This User Guide explains how to link Code Groups from your Code Group Library to a Project. It is a stand-alone Guide but you may also wish to refer to the accompanying video, *'How Do I Use Code Groups in Projects?'* Other members of your Project Team can also link Code Groups to a Project; this is covered in the User Guide *'How to make your Code Groups publicly available'* and its accompanying video.

#### **Related Documents you may find useful:**

Linking Code Groups to Projects created by other QWeb Users  
Projects: An Introduction  
How to Make a Project Application  
Turning an Application Into a Project  
Sharing Code Groups with other QWeb Users/Requesting a Review  
Requesting a Review  
How to make your Code Groups publicly available  
Building a New Code Group using SNOMED Codes  
Building a New Code Group using BNF Codes  
Building a New Code Group using ICD-10 Codes  
Building a Code Group using QWeb Code Group Libraries  
Code Group Versions: An Overview  
Code Groups: Saving, Checking In and Checking Out  
Merging Code Groups

QWeb is a regularly updated piece of software. The accompanying User Guides and Videos are frequently reviewed to ensure compatibility with the latest version of QWeb. It is important that you use the most recently published User Guides and Videos to ensure maximum accuracy. These can be found at:

<https://www.qresearch.org/qweb-guides>

QResearch welcomes feedback on these User Guides and Videos. If you have any suggestions or questions, please feel free to contact us here:

<https://www.qresearch.org/about/contact-us/>

*QResearch is part funded via the Data and Connectivity National Core Study, led by Health Data Research UK in partnership with the Office for National Statistics and funded by UK Research and Innovation (grant ref MC\_PC\_20058)*

## QWEB USER GUIDE

- To link a Code Group or Groups to a Project, first go to Projects and select the required Project:



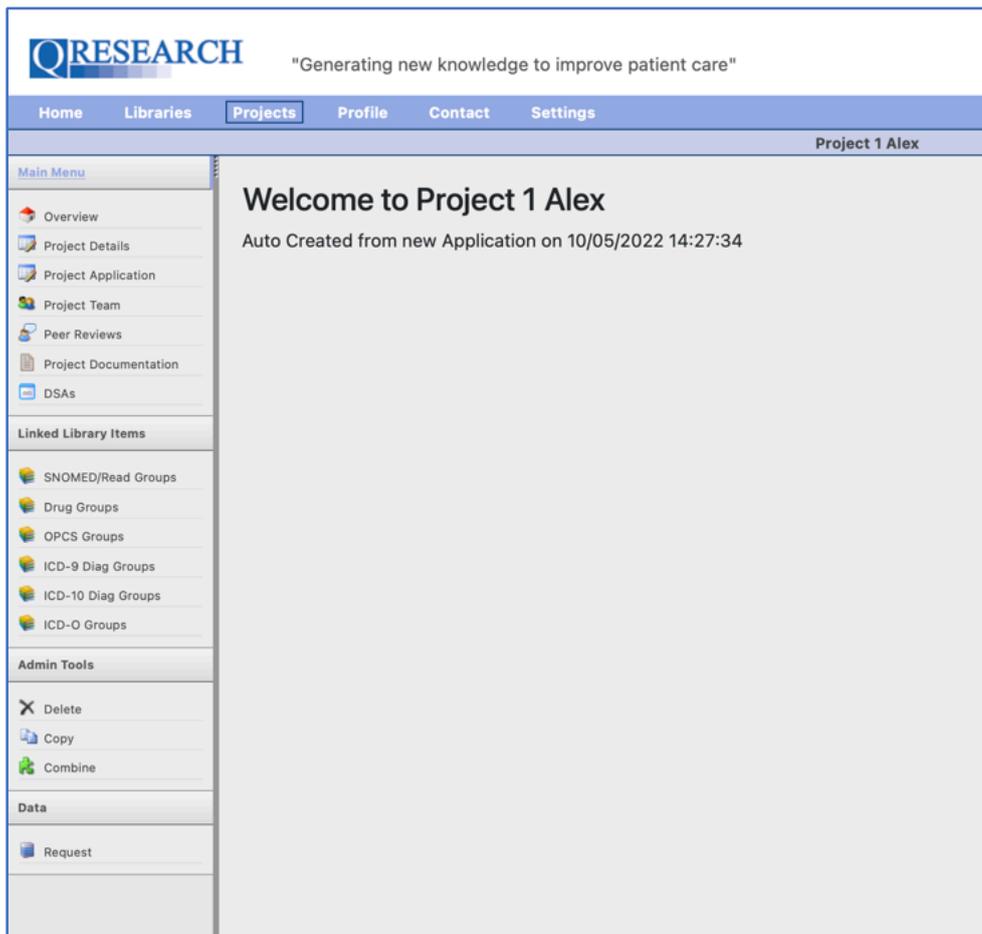
QRESEARCH "Generating new knowledge to improve patient care" Logged in: Alex Smith | [logout]

Home Libraries **Projects** Profile Contact Settings

Projects Applications

Name	Creator
New Application with ID: 4257	Alex Smith
<a href="#">Project 1 Alex</a>	Alex Smith

This takes you to the Project Overview:



QRESEARCH "Generating new knowledge to improve patient care" Project 1 Alex

Home Libraries **Projects** Profile Contact Settings

Main Menu

- Overview
- Project Details
- Project Application
- Project Team
- Peer Reviews
- Project Documentation
- DSAs

Linked Library Items

- SNOMED/Read Groups
- Drug Groups
- OPCS Groups
- ICD-9 Diag Groups
- ICD-10 Diag Groups
- ICD-O Groups

Admin Tools

- Delete
- Copy
- Combine

Data

- Request

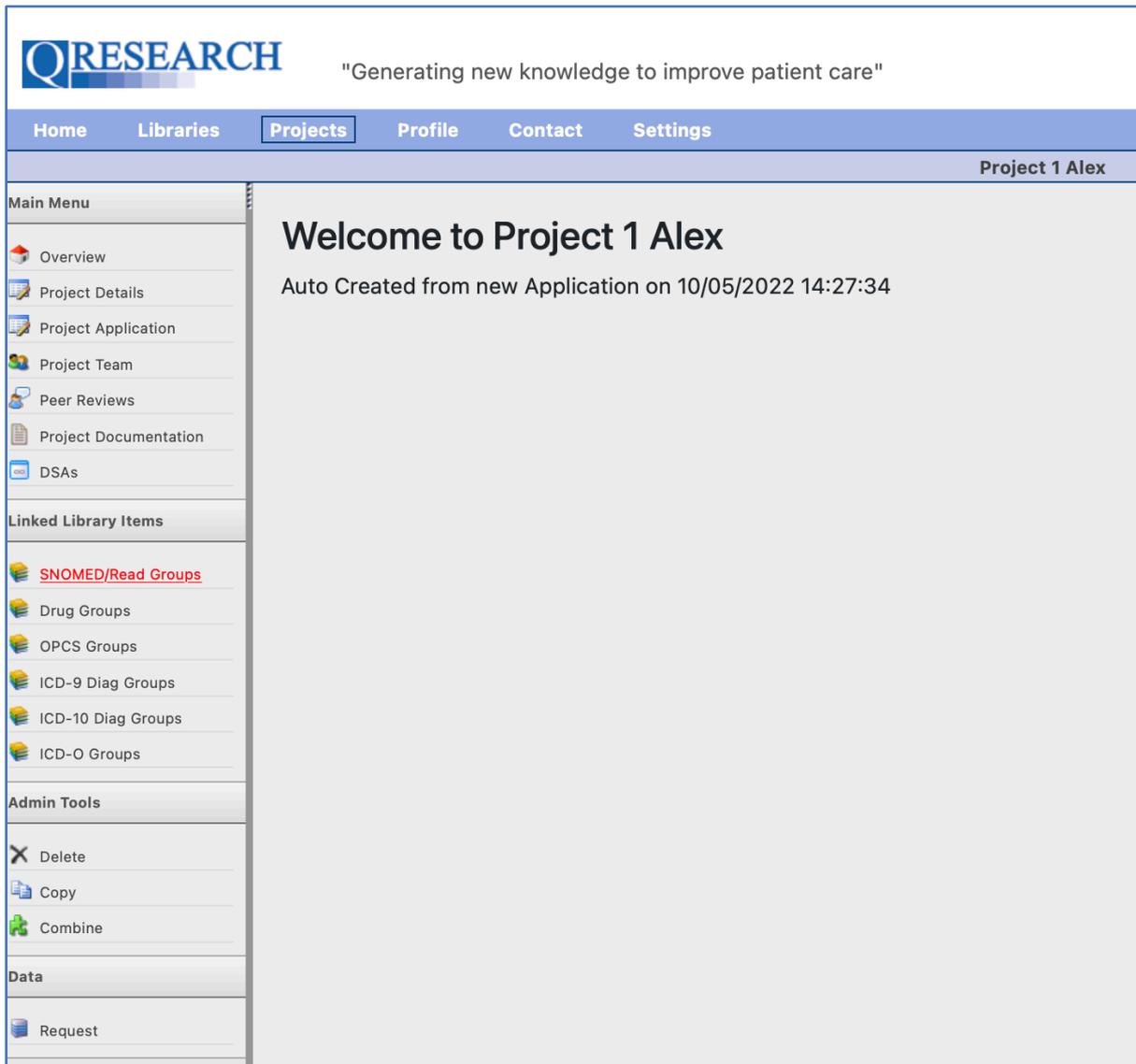
Welcome to Project 1 Alex

Auto Created from new Application on 10/05/2022 14:27:34

## QWEB USER GUIDE

To link Code Groups to a Project, use the Linked Library Items listed on the left of the screen. Your Project can contain Code Groups from different sources, but they need to be added by type (for example by SNOMED, OPCS, ICD or BNF/Drug Code Groups.) You are able to add Code Groups that you have built and/or Code Groups that you have copied from the QWeb Libraries, as long as they are in your Code Group Library. (See the User Guide Building a Code Group using QWeb Code Group Libraries if you require help with this.)

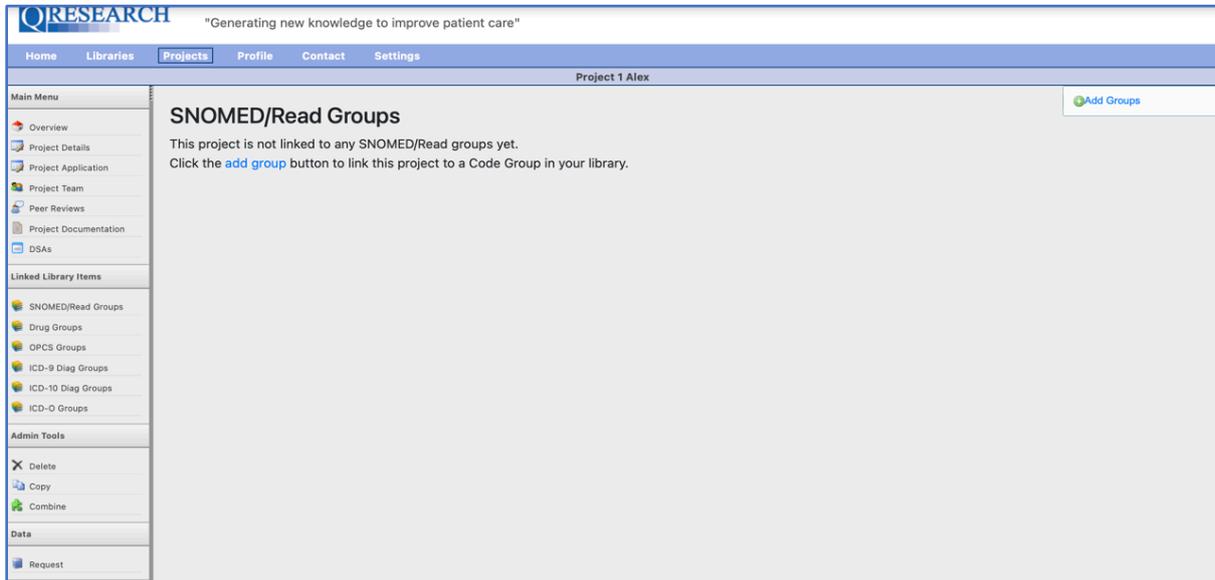
2. To link a SNOMED Code Group to your Project, select SNOMED from the Linked Library items menu:



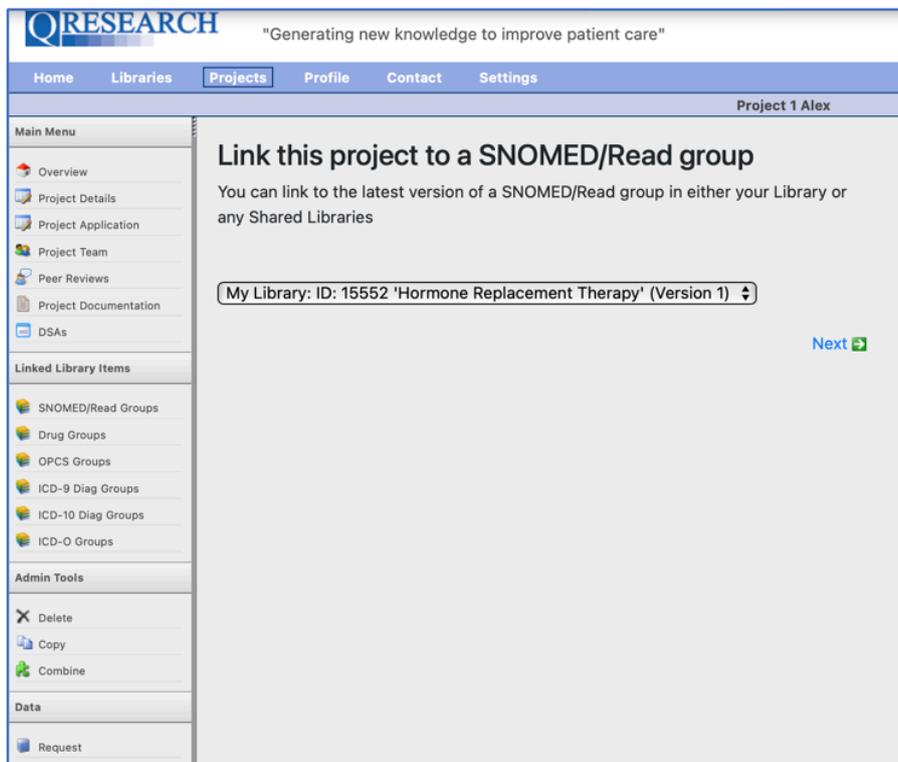
The screenshot shows the QRESEARCH web application interface. At the top, the QRESEARCH logo and tagline "Generating new knowledge to improve patient care" are visible. Below this is a navigation bar with tabs for Home, Libraries, Projects (selected), Profile, Contact, and Settings. The main content area is titled "Project 1 Alex". On the left side, there is a "Main Menu" with options: Overview, Project Details, Project Application, Project Team, Peer Reviews, Project Documentation, and DSAs. Below this is the "Linked Library Items" section, which is expanded to show a list of code group types: SNOMED/Read Groups (highlighted in red), Drug Groups, OPCS Groups, ICD-9 Diag Groups, ICD-10 Diag Groups, and ICD-O Groups. Underneath is the "Admin Tools" section with options: Delete, Copy, and Combine. At the bottom is the "Data" section with a "Request" option. The main content area displays "Welcome to Project 1 Alex" and "Auto Created from new Application on 10/05/2022 14:27:34".

## QWEB USER GUIDE

Assuming there are no existing SNOMED Code Groups already linked to the Project, you will see the following:

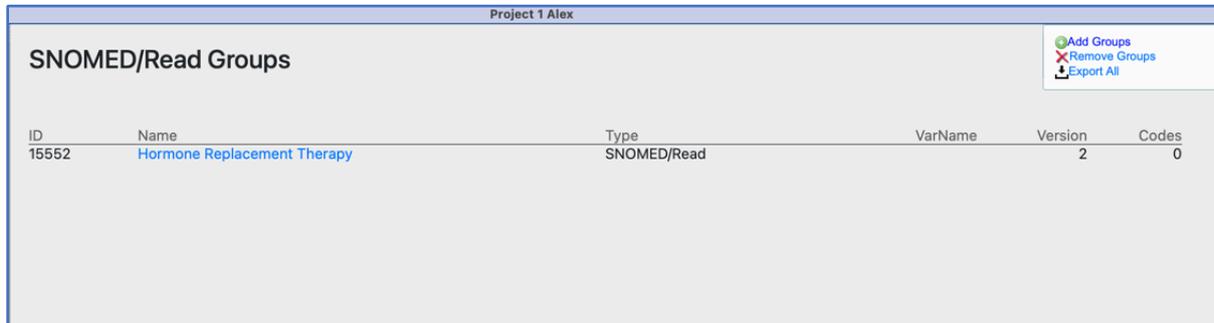


3. Select  to add a Code Group from your Library. (Note that the Code Group needs to be Saved as a Version to be linked to a Project.) You will then be invited to add a Code Group from your Library. Select the Code Group you require from the dropdown box and select  :



## QWEB USER GUIDE

- The Code Group will now be linked to the Project and is visible to all Project Team members:



ID	Name	Type	VarName	Version	Codes
15552	<a href="#">Hormone Replacement Therapy</a>	SNOMED/Read		2	0

- At the top right of the screen are options to Add further Groups, Remove a Group or Groups, and Export the Code Group/s in spreadsheet format (please note that this is a list of the Code Groups and their contents, *not* data extraction.) Selecting Add or Remove Groups will allow you to add or remove Code Groups of the same data type. This example has illustrated how to add SNOMED data. The process is the same for all the Data types. If you wish to add or remove other types of Code Groups, use the Linked Library Items menu to select the type of Code Group/s you require. (There is no limit to the number of Code Groups you can link to your Project.)
- Other Project Team members are also able to add Code Groups to the Project, and you are able to add Code Groups to other Projects if you are on the Project Team. This process is similar and is illustrated in the User Guide 'Linking Code Groups to Projects created by other QWeb Users' and the accompanying video.
- Once all the Codes that you require for your research are linked to your Project at the correct Version, you are in the position to make a Data Request. Note that any subsequent changes to Code Groups will not be updated/included in the data extraction – the data provided will contain whichever Code Groups Version was linked to the Project at the point the data was requested. (For further information on Versions, please refer to the User Guide 'Code Group Versions: An Overview' and/or its accompanying User Guide.
- Select the 'Request' link to request the Code Group data from the QResearch database:



ID	Name	Type	VarName	Version	Codes
15552	<a href="#">Hormone Replacement Therapy</a>	SNOMED/Read		2	0

## QWEB USER GUIDE

9. You will then be asked to confirm your request for Data Extraction by clicking on the box shown below:

### Data Extraction

You can request a Data Extraction for this project.  
Changes to Codes and Code Groups will not be accepted after you request an Extraction.

To request an Extraction, please confirm that the current set of Code Groups, listed below with their version numbers, is correct:

Type	ID	Name	Version
SNOMED/Read	15552	Hormone Replacement Therapy	2
Drug	938	8.2.1 Cytotoxic Immunosuppressants 16	18
Drug	940	8.2.3 Immunostimulants	18
ICD10_DIAG	15492	Anaphylaxis	3
ICD10_DIAG	15549	Lung & Heart	11

By clicking the button below you confirm that all Code Groups and version numbers above are correct, and that any changes to the Group after you press the button will **incurr additional costs** and affect timescales.



Only the Project Owner **Alex Smith**, or a member of the QResearch Admin team can request Extractions for this project

10. The request will then be confirmed:

Project 1 Alex

### Data Extraction

This project is locked for Extraction.  
Changes to Codes and Code Groups will not be accepted for the current Data Extraction.

On **14 Oct 2022**, **Alex Smith** requested a Data Extraction with the following Groups and Versions:

ID	Name	Version
15552	Hormone Replacement Therapy	2
938	8.2.1 Cytotoxic Immunosuppressants 16	18
940	8.2.3 Immunostimulants	18
15492	Anaphylaxis	3
15549	Lung & Heart	11

11. Data will be extracted from the QResearch database and placed on a QResearch virtual server for you to access. You will be contacted by the QResearch team by email regarding this. QResearch aim to provide requested datasets within 6 weeks of your request being made. For more information regarding the extraction of data, please refer to the [Information for Researchers section](#) on the QResearch website.
12. This User Guide has illustrated how to link Code Groups to your Project and request their data. You may also find it helpful to view the User Guide 'Linking Code Groups to Projects created by other QWeb Users'. These are stand-alone guides but there are also accompanying videos, also available on the QResearch website.