



Standard Operating Procedure for Standardized Packing of IIDP Shipping Container Used for Research Islet Distribution and the Return of Packaging Materials			<i>SOP #:</i> SHP-001-07
<i>Version:</i> 07	<i>Supersedes:</i> 06	<i>Issue Date:</i> 12/28/12	<i>Effective Date:</i> 1/2/13
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Integrated Islet Distribution Program
City of Hope

STANDARD OPERATING PROCEDURE (SOP)
Standardized Packing of IIDP Shipping Container Used for Research
Islet Distribution and the Return of Packaging Materials
(For IIDP Centers)
Version: SHP-001-07



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1.0 Objective

- 1.1 The goal of the Integrated Islet Distribution Program (IIDP) is to develop a uniform standardized shipping method among all the subcontracted IIDP centers that will result in minimal loss of quality or quantity of shipped islets (as compared to control islets remaining at the IIDP center). The objective of this Standard Operating Procedure (SOP) is to establish a standardized method for packing and shipping research quality islets to approved investigators.
- 1.2 This SOP was developed based on results from preliminary studies conducted by the Islet Cell Resource Consortium (ICR) and commissioned by the original IIDP Project Officer (PO), and External Evaluation Committee (EEC). It is the prototype for standardization and will be modified as future methods are tested and approved by the PO, the Scientific Officer (SO) and EEC.

2.0 Scope and Applicability

- 2.1 This SOP applies to the IIDP Coordinating Center (CC) and to any center using funds from the National Institute of Diabetes and Digestive and Kidney Diseases (NIDDK) that provides islets for basic research studies to IIDP approved investigators.
- 2.2 This SOP will require participation from all participating IIDP centers.

3.0 Responsibilities

- 3.1 It is the responsibility of the IIDP CC to both follow and ensure adherence to the procedures outlined in this SOP. In order to accomplish this, the IIDP CC will interact with the relevant personnel from each of the participating centers.
- 3.2 It is the responsibility of each IIDP center to follow the procedures listed in this SOP and to work to the best of their ability to follow all requirements.
- 3.3 It is the responsibility of each approved investigator receiving islets through the IIDP to cooperate in returning the shipping boxes and shipping materials to the center supplying the islets.

4.0 Definitions

- 4.1 Integrated Islet Distribution Program (IIDP): The IIDP is a contracted program commissioned and funded by the NIDDK to provide quality human islets to the diabetes research community to advance scientific discoveries and translational medicine. The IIDP consists of the NIDDK PO, SO, the EEC and the CC at City of



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Hope (COH). The IIDP CC integrates an interactive group of academic laboratories including the subcontracted IIDP centers.

- 4.2 IIDP Coordinating Center (CC): Joyce Niland, Ph.D. is the Principal Investigator for the IIDP CC and leads staff from the Department of Research Information Sciences at COH to coordinate the activities of the IIDP and assist the participating centers and investigators in the distribution of human islets.
- 4.3 Approved Investigators: Researchers who have requested islets from the IIDP for basic science studies and whose research protocols have been reviewed and approved by the EEC.
- 4.4 Islet Allocation System (IA): This is the online system administered by the IIDP to allow fair distribution of basic science islets to approved investigators. This interactive system used by the IIDP Centers and the Approved Investigators tracks not only the distribution of islets but the return of the shipping materials to the IIDP centers.

5.0 Materials

- 5.1 The IIDP will provide each center with the following equipment necessary for shipments:

Company/Manufacturer Name	Order#	Item Description
TipTemp	TLCSEN 364A	Ascending and descending disposable temperature indicators
Aremco Scientific	Thermosafe -Model #355	14"x14"x14 5/6" OD Thermosafe container
Haemonetics (was SEBRA)	THER1290	Ambient temperature packs
Cryopack	TCP 22	Small ambient temperature packs
Taylor Packaging	1093	Durasorb Underpads
Taylor Packaging	BW/rolls	Bubble Wrap 1/2 "x 12"x125"/ Roll
Bioexpress	C-3317-5	50 ml centrifuge tubes
Origen	EV120	EVO Origen Bags (120 ml optimum volume)
Bioexpress	191306043	Quart Ziplock Bags
Mediatech	99-603-CV	Connaught Medical Research Laboratories (CMRL)1066
Gemini Bio Products	100106	Fetal Bovine Serum (FBS) HI-BenchMark



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Gemini Bio Products	100512	Human AB Serum (ABS)HI- LOT # H15M03A
COH Pharmacy/APP	NDC# 63323-543-02 Product # 504302	Heparin - Preservative Free 5000 USP units/.5ml – 2ml vial
Cellgro, Inc	61-277RG	Ciprofloxacin Hydrochloride – 5 gm bottle
COH Printing	NA	IIDP Labels for Outside Boxes

5.2 Supplies provided by the IIDP Centers:

- 5.2.1. Islets for distribution
- 5.2.2 Completed FedEx Shipping Labels and Return Labels to your center
- 5.2.3 Islet Allocation Tissue Shipment Forms for appropriate recipients
- 5.2.4 Packing tape for sealing boxes
- 5.2.5 Markers for labeling vessels
- 5.2.6 Supplies for transferring islets

6.0 Procedures

6.1 Receipt of Supplies

The majority of supplies should be stored in appropriate dry, temperature-controlled environments (room temperature 16-28°C).

- 6.1.1 The TipTemp Tempasure disposable indicators should be stored at 4°C until use. *Note: Extra care should be taken in handling the TipTemp Tempasure disposable indicators. They will register color changes if handled improperly after activation and come in contact with temperatures exceeding 29°C or below 15°C. (See Attachment 8.1)*
- 6.1.2. Haemonetics Ambient Gel Packs can be stored at room temperature (16-28°C) *Note: Per J. Hertzler from SEBRA Development, the phase change (frozen solid to liquid) for the ambient gel packs occurs at 19.6°C ±1°C. Charging to solidity is not necessary for proper temperature control. Solidity is only required if packs are needed to cool contents (see 6.2.1 below).*
- 6.1.3 The Connaught Medical Laboratory (CMRL 1066), the Heparin, and the Ciprofloxacin (Cipro) should be stored between 2 and 8° C upon receipt.
- 6.1.4 The Fetal Bovine Serum (FBS) and the AB serum should be stored at -5 to -20° C. *(The FBS should be thawed and aliquoted into 50 ml conical tubes and refrozen upon receipt of the 500ml bottles. One conical can be thawed each*



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time a bottle of CMRL is prepared, reducing the need for continual freeze/thaw of the FBS.)

6.2 Media Preparation

Origen EV120 tissue culture bags are the standardized shipping vessel to be used for the IIDP distribution program. Each bag can hold up to 20,000 IEQs. The bag should be filled with 120 ml of shipping media regardless of the number of IEQs. CMRL 1066, without sodium bicarbonate is the base media provided by the IIDP for islet distribution. Additives provided by the IIDP include FBS or ABS to be used at 10% v/v, Heparin to be used at 10u/ml, and Cipro to be used at 10mg/ml. The following instructions should be followed for media preparation.

- 6.2.1 Obtain a 500ml bottle of CMRL 1066. Remove 51 ml from the bottle and discard.
- 6.2.2 Add 50ml of either FBS or ABS to the CMRL 1066. *(The choice of using FBS or ABS was based on the cGMP rules of the specific facilities.)*
- 6.2.3 Add 0.5 ml of Heparin (10u/ml) to the media bottle.
- 6.2.4 Add 0.5 ml of Cipro (10mg/ml) to the media bottle.
- 6.2.5 Use CMRL Complete (base media plus all additives) at 120 ml per Origen EV120 bag.

6.3 Packing Instructions

Carefully read and follow the packing instructions below. *Note: Care should be taken to limit the packaged time prior to Fed Ex pick up.*

- 6.3.1 A minimum of 6 Ambient Gel Packs per shipment should be readied for shipment. If extreme temperatures are expected during shipment route, additional packs may be added to help stabilize the shipment. **Note: as of May 9th, 2012 Haemonetics is no longer producing the Sebra Thermoasure Ambient Gel Packs. Please see section 6.3.1.4 for instructions to substitute the Sebra Thermoasure Ambient Gel Packs with the Cryopack Phase 22 pouches.*
 - 6.3.1.1 For shipments where expected temperatures are below 5°C (41°F) gel packs should be warmed to 25-28°C before packing. *Note: The Ambient Gel Packs may be placed in or run under warm running water or placed in a 37°C incubator until target temperature is met. The contents of the Ambient Gel Packs will be completely liquid at*



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this point. (See page 13 of Sebra Thermasure Manual for details- Attachment 8.2).

- 6.3.1.2 For shipments where expected temperatures are above 30°C (86°F) gel packs should be refrigerated before shipment to allow contents of gel packs to become slushy before packing. *Note: Ambient Gel Packs may be placed in the refrigerator (for less than an hour) or the -20°C freezer (for less than 30 minutes) several hours to lower the temperature to between 18-21°C to attain a semi-solid consistency. (Actual refrigeration time may vary depending on initial room storage temperature at your laboratory.)*
- 6.3.1.3 For shipments where no extreme temperatures are expected, the gel packs, can be packed directly from room temperature storage or after a brief time in the freezer or refrigerator until a slightly slushy consistency is attained. (20-24°C). *(Again, actual refrigeration time may vary depending on initial room storage temperature at your laboratory.) Note: Gel packs should never be used above or below the shipping temperature ranges we are trying to maintain (15-29°C).*
- 6.3.1.4 If a center finds themselves short of the standard number of Thermasure Ambient Gel Packs (6) per shipping box, on Thermasure pack may be substituted with four (4) Cryopack Phase 22 gel pouches, place together to cover approximately the same area as the single Thermasure pack. **Note: As many as possible Thermasure Gel Packs should be used in each shipping box, only using the Cryopack Phase 22 pouches when necessary. The Cryopack Phase 22 pouches can be prepped the same as the Sebra Thermasure Ambient Gel Packs listed above.*

EXAMPLE: If there are 10 boxes to send out and a center has only 48 Thermasure Se bra Ambient Gels packs in stock, they should divide them in the following manner:

2 boxes with 4 Thermasure and 8 Cryopack Phase 22 pouches

8 boxes with 5 Thermasure and 4 Cryopack Phase 22 pouches

This will insure that each box has a majority of the standard Thermasure Ambient Gel Packs supplemented by the smaller Cryopack Phase 22 pouches.

- 6.3.2 Islets are to be counted and tested for quality control post culturing and prior to shipping. These results should be re-entered into the broadcast system

Confidential Information

Integrated Islet Distribution Program

City of Hope – 1500 East Duarte Road – Duarte, CA 91010-3000



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during confirmation of final shipping numbers. (Sterility testing can be done on the final preparation on the day of isolation.) Aliquot the appropriate amounts of islet equivalents (IEQs) into the Origen EV120 shipping bags as determined by the Islet Allocation System. Label islet vessels with Isolation Number, Amount of IEQs, and recipient PI name. ****Note: Islets must be cultured for at least 12 hours post isolation and must have a viability of greater than 80% and purity greater than 50% in order to be reimbursed by the IIDP.***

- 6.3.3 Gather the rest of the materials listed in 5.0 and prepare for packaging. Open one Thermosafe container and remove Styrofoam lid. Cushion bottom of the container with a layer of bubble wrap and one Durasorb Underpad for absorption if leaking should occur.
- 6.3.4 Place two (2) ambient temperature packs on top of the underpad.
- 6.3.5 Obtain TipTemp Tempasure indicator and activate per insert instructions (Pull tab out of the indicator) and tape onto the islet vessel.

Note: See Attachment 8.1. Handle disposable indicator with care in order to avoid triggering of high temperature indicator with body heat.
- 6.3.6 Place pre-loaded islet vessel into a quart bag and seal. Place on the two bottom ambient temperature packs.
- 6.3.7 Place two more Ambient Gel Packs next to the islet vessel, one on each side.
- 6.3.8 Place the final two Ambient Gel Packs on top of the islet vessel.
- 6.3.9 Pack more bubble wrap around the islets and packs to stabilize the package and avoid movement during shipping. Add a second Durasorb Underpad to the top of the contents for padding and leak protection.
- 6.3.10 Replace Styrofoam lid and place completed FedEx Return Material Shipping Label, Instruction Sheet for Material Return, and a Tissue Shipment Form on top before closing outside cardboard box. Secure outside box with packing tape and affix FedEx Shipping Label to outside.

6.4 **Return and Tracking of Shipping Boxes and Supplies**

The Islet Allocation System will help in the tracking and return of supplies to the Islet Isolation Centers from the Approved Investigators. The IIDP will be responsible for the cost of returning the Standardized Shipping Box and Supplies back to their center by



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reimbursement for the shipping costs when an invoice and copies of the FedEx waybills are supplied to Cindy Palmer, Administrative Manager of the IIDP. The following is the course of events to be followed for all shipments within the United States:

(Note: For international FedEx shipments please refer to SOP SHP-003-01.)

- 6.4.1 The shipping center will enter the IEQs to be shipped (Confirm Recipient screen) and will enter both FedEx tracking numbers (Islet Tracking and Material Tracking) into the Islet Allocation System. In addition, the shipping center should process the shipment by using the on-line FedEx process and click the prompt to alert the recipient of the FedEx tracking number. This will help the recipient investigator follow their shipment through the Fed Ex system and free up time for the centers and the IIDP.

Note: If the investigator has picked up the islets at the distributing center then the center should check “Yes” in the “Direct Pickup” column and “Yes” under “Islets Shipped?” once they are picked up. The box under “Material Shipping Tracking #” will then say “NA” and no further tracking of supplies will be needed.

- 6.4.2 As soon as the center has entered the # IEQs shipped and indicated that the investigator will be shipped islets, the investigator’s account will be set automatically to “ineligible”. This will act like “on hold” preventing the investigator from receiving additional offers, open or targeted until the User Feedback Form has been completed and the shipping materials have been returned to the supplying Center.
- 6.4.3 The shipping center will include a return FedEx label for the investigator to easily send the shipping materials back using the tracking number created by the center. This will also serve as a receipt to use to invoice the IIDP for each return shipment of shipping material.
- 6.4.4 The investigators will have both FedEx tracking numbers listed in their History of Islet Offers table. Next to the two numbers, is a third column for “Date Materials Returned to Shipping Center”. The investigators will enter a date when they send their materials back to the shipping center using the enclosed label and predetermined tracking number. An email will automatically be sent to the shipping center to alert them of the pending shipment.

Note: See Attachment 8.4 “User Guide for Broadcasting Staff 2010” and Attachment 8.5 “User Guide for Investigators 2010” for detailed reference.



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6.4.5 As soon as possible, the investigator will complete the on-line User Feedback Form (UFF). A copy of this form will be automatically sent to the supplying center as well as the IIDP for tracking purposes.

6.4.6 Entering the “Date of Materials Returned to the Shipping Center” and Completion of the UFF will change the investigator’s account status from “ineligible” to “eligible”.

Note: See Attachment 8.6 “UFF User Guide for Broadcasting Staff” and Attachment 8.7 “UFF User Guide for Investigators” for detailed reference.

6.5 Future Shipments

The IIDP has supplied each shipping center with equipment to begin the Standardization of Shipping Containers. The IIDP will assist each center with helping to ensure that supplies are returned to the originating center through tracking of islet shipments through the Islet Allocation system.

6.5.1 The IIDP will help track the supplies at each by subtracting those needed per shipment from the originally provided. The IIDP Compliance Administrator (Barbara Olack) will be in charge of ordering all supplies for the individual centers and will coordinate needs through center representatives on a routine basis. If a special need arises, the shipping center representative should contact Barbara Olack at 618-539-3969, bolack@coh.org.

7.0 References

- 7.1 SEBRA website: <http://www.sebra.com/thermasu.htm>
- 7.2 Thermosafe website: http://www.polyfoam.com/content.cfm/cong_othersizes
- 7.3 Tip Temperature Products website:
<http://www.tiptemp.com/Product.aspx?ProductID=17344>
- 7.4 Islet Shipping Container Evaluation (UW).ppt presented at the ICR SCM 5/26/07.
- 7.5 ICR SOP STDY-001-03.
- 7.6 ICR Shipping Study Subcommittee Minutes H:\ABCC\Subcommittees\Shipping: 8/3/07
- 7.7 *IATA Guidance Document, Infectious Substances from the 50th Edition (2009) of the IATA Dangerous Goods Regulations (DGR)*
- 7.8 University of Wisconsin ITP SOP 001 (Islet Shipping) v3

8.0 Attachments

- 8.1 Tempasure Plus Handling Instructions



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- 8.2 Ambient Pack Thermasure Instructions
- 8.3 *IATA Guidance Document, Infectious Substances IATA, 1/1/009*
- 8.4 User's Guide for Broadcasting Staff 2010
- 8.5 User's Guide for Investigators 2010
- 8.6 UFF User's Guide for Broadcasting Staff
- 8.7 UFF User's Guide for Investigators
- 8.8 User Instruction Sheet.
- 8.9 Minimum Required Assessments for Islet Distribution
- 8.10 Ciprofloxacin Stock Preparation

TEMPASURE PLUS Handling Instructions

The TEMPASURE+ combines the ability to accurately record both a critical descending cold temperature and a critical ascending hot temperature in a single miniature plastic housing.



Allow sensor to stabilize at product temperature. Pull safety TAB to activate sensor. Attach with self-adhesive backing.



Tempasure+ Activated!
Low & Hot Temp windows stays clear to indicate acceptable storage.



Permanent visual record of damaging high temp.



Permanent visual record of damaging low temp.



Permanent visual record of damaging high & low temp

Pre-Use Conditioning

To prevent premature response, the TEMPASURE PLUS indicators must be conditioned prior to removing the activation tab and activating the indicators. Condition indicators for a minimum of two hours in a suitable refrigerator, freezer or chamber at or below the temperature shown on the product.

Once conditioned and ready for use, the indicators can be maintained at any temperature below their trigger temperature.

Note: It is the indicator that must be cooled to the conditioning temperature that is going to be monitored. The product need only be maintained below its critical temperature.

Correct Surface Temperature During Indicator Activation

At the moment the TEMPASURE PLUS is activated by pulling the activation tab. The surface to which it is attached (carton, instruction card, product itself, etc.) must be at a temperature below the threshold temperature of the indicator. Otherwise, the heat from the carton or card could be enough to cause a premature triggering of the indicator.

Activation

After proper pre-use conditioning, the monitoring process is started by simply pulling the side tab off. The TEMPASURE PLUS is now set and will trigger if it exposed to a temperature above or below its trigger temperature (this depends on whether the product is an ascending or descending unit).

Storage

TEMPASURE PLUS Temperature indicators can be stored at 22°C (72°F) and 20-60% relative humidity prior to activation. Keep away from heat, such as, heating vents, hot pipes or direct sun.

Hot temperature indicator

Incorporated into the TEMPASURE PLUS is a single level, non-reversible temperature label. This label will change color from a white/silver to a dark silver/black when it is exposed to its trigger temperature.

You should be careful not to place your fingers on these labels, as it is possible to trigger them with the heat from your body.



IATA Dangerous Goods Regulations

50th Edition (English)
Effective 1 January 2009

ADDENDUM

Posted 23 December 2008

Users of the IATA Dangerous Goods Regulations are asked to note the following amendments and corrections to the 50th Edition, effective from 1 January 2009.

Where appropriate, changes or amendments to existing text have been highlighted (in yellow - PDF or grey - hardcopy) to help identify the change or amendment.

New or Amended State Variations (Section 2.9.2)

Amend **BEG (Belgium)**

Amend BEG-05 to read:

BEG-05 The following requirements apply to aircraft registered:

- a) in Belgium no matter where they are operating; and
- b) in a State other than Belgium and which are not required to operate under and in accordance with Annex III to Council Regulation (EC) NO. 3922/1991 of 16 December 1991 on the harmonization of technical requirements and administrative procedures in the field of civil aviation ("EU-OPS"), when they are operating in Belgium:

Aircraft may only carry dangerous goods with the prior approval of the Civil Aviation Authority. Carriage of such goods must be in compliance with the ICAO Technical Instructions.

Application for a general or special authorisation must be submitted to:

Belgian Civil Aviation Authority
Operations Department-Dangerous Goods
CCN – 2nd Floor
Vooruitgangstraat 80 –Bus 5
B-1030 Brussels
Belgium

Telephone: + 32 2 277 43 58

Fax: +32 277 42 57

E-mail: koenraad.clerbout@mobilif.fgov.be

This variation does not apply:

- a) to aircraft registered in a State other than Belgium and which are required to operate under and in accordance with EU-OPS providing an approval granted by such a State is held and a copy of this approval is submitted to the Belgian Civil Aviation Authority
- b) unless otherwise specified in the ICAO Technical Instructions, to dangerous goods in the case of overflight of the Belgian territory by foreign operators, provided the operator has a permission from its State of Registry to carry dangerous goods in accordance with the provisions of these Instructions.
- c) to the transport of Dry Ice (carbon dioxide, solid), UN 1845, when used for cooling purposes in combination with goods not subject to the ICAO Technical Instructions. All other requirements of these Instructions concerning the transport of Dry Ice remain applicable.



New or Amended Operator Variations (Section 2.9.4)

Amend 5X (United Parcel Service)

5X-02 Shipments of Dangerous Goods in the UPS Small Package service with an origin and/or destination outside the USA, including shipments of Excepted Quantities, and Biological Substances, Category B, will be accepted by contract only. Combination packagings must be used and packages must not exceed 30 kg gross weight. **When applicable, not more than three compatible different dangerous goods may be contained in one outer packaging (5.0.2.11).** Other than specifically approved shipments of Dangerous Goods in Excepted Quantities, the following classes/divisions of Dangerous Goods are prohibited from UPS international small package service:

- Class 1 (Explosives)
- Division 2.3 (Toxic Gas)
- Division 4.2 (Spontaneously Combustible)
- Division 4.3 (Dangerous When Wet)
- Division 5.1 (Oxidizer)
- Division 5.2 (Organic Peroxide)
- Division 6.1—Substances requiring a “Toxic” label
- Division 6.2 (Infectious Substances, Category A)
- Class 7—Substances requiring a “Radioactive” White–I, Yellow–II, Yellow–III, or Fissile label.
 - Radioactive Material, Excepted Package shipments are also prohibited.

Add new BZ (BLUE DART AVIATION LTD)

BZ-01 Dangerous goods falling under Class 1, explosives will not be accepted for carriage or handling by Blue Dart Aviation.

BZ-02 Dangerous goods in airmail will not be accepted.

BZ-03 Class 7, only the following radioactive materials will be accepted with effect from June 2009.

- Radioactive material in “excepted packages”;
- “Other form” radioactive material packaged in Type A packagings, not exceeding the A₂ values or Transport Index 10;
- The Shipper’s Declaration accompanying each shipment of radioactive material in categories I, II or III, must show the following endorsement “This radioactive material is intended for use in, or incidental to, research or medical diagnosis or treatment.”

BZ-04 Radioactive & fissile wastes will not be accepted for carriage

BZ-05 The shipper must provide a 24-hour emergency telephone number of a person/agency who is knowledgeable of the hazards, characteristics & actions to be taken in case in the case of an accident or incident concerning each of the dangerous goods being transported. This telephone number, including the country & area code, preceded by the word “Emergency Contact” or “24-Hour number” must be inserted in the Shipper’s Declaration for Dangerous Goods, in the “handling information” box.

A “24 hour” emergency telephone number is not required for shipments that do not require a Shipper’s Declaration for Dangerous Goods.

BZ-06 Prior clarification must be taken from the operator for sending shipments containing magnets under UN 2807. Refer to instructions under Packing Instruction 902.

BZ-07 Infectious substances, patient specimens, diagnostic specimens, clinical specimens & biological substances (human or animal) will only be accepted if assigned to UN 2814 or UN 2900, as appropriate. The only exceptions to this variation are:

- Dried blood spots, collected by applying a drop of blood onto absorbent material.
- Pathogen –free blood or blood components collected for transfusion or for the preparation of blood products to be used for human or animal transfusion or transplantation.
- Any tissue or organs intended for use in human or animal transplantation.

In these cases, the air waybill must bear a detailed description to enable identification as non regulated material (see Packing Instruction 602 & 8.2)

Amend IJ (Great Wall Airlines)

IJ-01 Only explosives of Division 1.4S packed for passenger **and cargo aircraft** will be accepted and these must be loaded in the lower deck of all aircraft.

IJ-02 Items with a primary or subsidiary risk of Division 2.1, **Class 3**, Class 4 and Class 5, when packed for Cargo Aircraft Only, will not be accepted for carriage.

Amend LH (Deutsche Lufthansa / Lufthansa Cargo AG)

Amend LH-03

LH-03 **Infectious substances, UN 2814, UN 2900 and** UN3373 will not be accepted in air mail.

Delete LH-07 to LH-13.

Amend SQ (Singapore Airlines / Singapore Airlines Cargo)

Amend SQ-06

SQ-06 **UN3356** Oxygen Generator, Chemical will not be accepted.

Amend US (US Airways)

Amend US-01

US-01 **US Airways will not accept shipments for carriage** which contain articles and substances listed in these regulations and / or DOT Hazardous Materials Regulations, and revisions thereto, except for the following:

- Articles listed as not restricted or non-regulated in said regulations.
- Carbon dioxide, solid (Dry Ice) in individual packages with **5.5 pounds per package / 2.5 kilos** or less cooling non-restricted contents.
- Envirocontainer - Unit Load Device equipment with Dry Ice cooling non-restricted contents.
- US Airways Company Material transported as aircraft replacement items.

ACKNOWLEDGEMENTS

Pg. xvii – Insert Dangerous Goods Board member as shown:

Mr. A. McCulloch, United Parcel Service, Louisville, USA

Section 1

Pg. 6 – In Table 1.5.A insert “x” into column 8 for row “Limitations”.

Section 2

Pg. 12 – Amend 2.3.2.2 as shown:

2.3.2.2 Wheelchairs/Mobility Aids with Non-spillable Batteries

Wheelchairs or other battery-powered mobility aids with non-spillable batteries (see Packing Instruction 806 and Special Provision A67), provided ~~that the battery is disconnected~~, the battery terminals are protected from short circuits, e.g. by being enclosed within a battery container, and the battery is securely attached to the wheelchair or mobility aid (see 9.3.15.4 and Figure 9.3.G).

Operators must ensure that wheelchairs or other battery-powered mobility aids are carried in such a manner so as to prevent unintentional operation and that the wheelchair/mobility aid is protected from being damaged by the movement of baggage, mail, stores or cargo.

Note:

~~Wheelchairs/mobility aids with gel type batteries do not require the battery to be disconnected provided the battery terminals are insulated to prevent accidental short circuits.~~

Pg. 14 – Amend Table 2.3.A as follows:

NO	YES	NO	YES	NO	<p>Wheelchairs or other battery-powered mobility devices with non-spillable batteries (see Packing Instruction 806 and Special Provision A67), provided the battery terminals are insulated to prevent accidental short circuits, e.g. by being enclosed within a battery container, and the battery is securely attached to the wheelchair or mobility aid. <u>Operators must ensure that wheelchairs or other battery-powered mobility aids are carried in such a manner so as to prevent unintentional operation and that the wheelchair/mobility aid is protected from being damaged by the movement of baggage, mail, stores or cargo.</u></p> <p>Note: Wheelchairs/mobility aids with gel type batteries do not require the battery to be disconnected provided the battery terminals are insulated to prevent accidental short circuits.</p>
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Section 4

Pg. 214 – Add EQ Codes against UN 2478, Isocyanate solution, flammable, toxic, n.o.s.. For PG II add “E2” and for PG III add “E1”.

Pg. 214 – Add EQ Codes against UN 2206, Isocyanates solution, toxic, n.o.s.. For PG II add “E4” and for PG III add “E1”.

Pg. 222 – Add EQ Codes against UN 3336, Mercaptans, liquid, flammable, n.o.s.. For PG I add “E3”, for PG II add “E2” and for PG III add “E1”.

Pg. 247 – Add EQ Codes against UN 3259, Polyamines, solid, corrosive, n.o.s.. For PG I add “E0”, for PG II add “E2” and for PG III add “E1”.

Pg. 317 – Amend Special Provision A44 as follows:

A44 The entry chemical kits or first aid kits is intended to apply to boxes, cases, etc. containing small quantities of one or more compatible items of dangerous goods which are used for example for medical, analytical or testing or repair purposes. The only dangerous goods, which are permitted in the kits, are substances which may be transported as:

- excepted quantities as specified in Column F of Table 4.2, providing the inner packagings and quantities are as prescribed in 2.7.5.4 Table 2.7.A and 2.7.8-22.7.5.1(a);
- limited quantities under 2.8.4 2.8.2.1.

Pg. 320 – Amend Special Provision A99 as follows:

A99 Irrespective of the limit specified in Column L of the List of Dangerous Goods (Subsection 4.2), a lithium battery or battery assembly that has successfully passed the tests specified in the UN Manual of Tests and Criteria, Part III, sub-section 38.3 and that meets the requirements of Packing Instruction **903 965 for lithium ion batteries, and Packing Instruction 968 for lithium metal batteries** as prepared for transport may have a mass exceeding 35 kg G, if approved by the appropriate authority of the State of origin. A copy of the document of approval must accompany the consignment.

Pg. 322 – Amend Special Provision A123 as follows:

A123 This entry applies to Batteries, electric storage, not otherwise listed in Subsection 4.2 – List of Dangerous Goods. Examples of such batteries are: alkali-manganese, zinc-carbon, nickel-metal hydride and nickel-cadmium batteries. Any electrical battery or battery powered device, equipment or vehicle having the potential of a dangerous evolution of heat must be prepared for transport so as to prevent

- (a) a short-circuit (e.g. in the case of batteries, by the effective insulation of exposed terminals; or, in the case of equipment, by disconnection of the battery and protection of exposed terminals) **is forbidden from transport**; and
- (b) accidental activation.

Pg. 322 – Amend Special Provision A130 as follows:

A130 When this material meets the definitions and criteria of other classes or divisions as defined in Section 3, it must be classified in accordance with the predominant subsidiary risk. Such material must be declared under the proper shipping name and UN number appropriate for the material in that predominant class or division, with the addition of the name applicable to this radioactive material according to Column B in Subsection 4.2 – List of Dangerous Goods, and must be transported in accordance with the provisions applicable to that UN number. In addition, all other requirements specified in **10.5.9 must apply, except 10.8.3.9.1, Step 3 10.3.11 apply.**

Pg. 325 – Amend Special Provision A163 as follows:

A163 (340) Chemical kits, first aid kits and polyester resin kits containing dangerous goods in inner packagings which do not exceed the quantity limits for excepted quantities applicable to individual substances as specified in Column F of Table 4.2 may be transported in accordance with 2.7. Division 5.2 substances, although not individually authorized as excepted quantities in Table 4.2, are authorized in such kits and are assigned Code E2 (see **2.7.1.1 2.7.4.1**).

Section 5

Pg. 330 – Amend 5.0.2.3 as follows:

Unless otherwise provided for, the UN specification packagings detailed in the packing instructions must meet the performance test requirements of the relevant packing group shown in Column **F E** of the List of Dangerous Goods for the particular article or substance.

Pg. 373 – Amend Packing Instruction 306 to add the following two new UN numbers:

INNER PACKAGINGS						
Desc.	Glass, Earthenware	Plastic	Metal (not aluminium)	Aluminium	Glass ampoule	PPR (see below)
Spec.	IP1	IP2	IP3	IP3A	IP8	
Unit	L	L	L	L	L	
UN 1250	1.0	F	1.0	F	0.5	5
UN 1305	1.0	F	1.0	F	0.5	5

Pp. 437/438 – Amend Packing Instruction 602 as follows:

This instruction applies to UN 2814 and UN 2900.

Packagings must meet the requirements of 6.5 and must be marked as required by ~~6.0.6~~ 6.5.3.1.

...

Substances consigned refrigerated or frozen (wet ice, prefrozen packs, Carbon dioxide, solid [dry ice]): Ice, Carbon dioxide, solid (dry ice) or other refrigerant must be placed around the secondary packaging(s) or alternatively in an overpack with one or more complete packages marked in accordance with ~~6.0.6~~ 6.5.3.1. Interior support must be provided to secure the secondary packaging(s) or packages in the original position after the ice or Carbon dioxide, solid (dry ice) has dissipated. If ice is used, the outer packaging or overpack must be leak-proof. If Carbon dioxide, solid (dry ice) is used, the outer packaging or overpack must permit the release of carbon dioxide gas. The primary receptacle and the secondary packaging must maintain their integrity at the temperature of the refrigerant used.

Pg. 511, 512, 514, 515, 517, 519 – Amend Part 1 of Packing Instructions 965 to 970 as follows:

General requirements

Cells and batteries must be packed in strong outer packagings that conform to 5.0.2.4, 5.0.2.6.1 and ~~5.2.12.4~~ 5.0.2.12.1.

Insert the following new text into Part 1 of Packing Instructions 965, 967, 968 and 970 as follows:

Overpacks

Individual packages each complying with the requirements of Part 1 may be placed in an overpack. The overpack may also contain packages of dangerous goods or goods not subject to these Regulations provided that there are no packages enclosing different substances which might react dangerously with each other. An overpack must be marked with the word "Overpack" and labelled with the lithium battery label (Figure 7.4.1), unless the label(s) on the package(s) inside the overpack are visible.

Any person preparing or offering cells or batteries for transport must receive adequate instruction on these requirements commensurate with their responsibilities.

Pg. 513 – Amend Packing Instruction 966 as follows:

Part 2

Part 2 requirements apply to each cell or battery type that has been determined to meet the criteria for assignment to Class 9.

Each cell or battery must:

1. Be of the type proven to meet the requirements of each test in the UN *Manual of Tests and Criteria*, Part III, subsection 38.3.
2. Incorporate a safety venting device or be designed to preclude a violent rupture under conditions normally incident to transport and be equipped with an effective means of preventing external short circuits.

Each battery containing cells or series of cells connected in parallel must be equipped with an effective means, as necessary, to prevent dangerous reverse current flow (e.g. diodes, fuses).

Additional requirements

- all lithium ion cells and batteries prepared for transport as Class 9 must be protected against short circuits;
- the completed package for the cells or batteries must meet Packing Group II packaging standards;
- ~~• each completed package containing lithium cells or batteries must be marked and labelled in accordance with the applicable requirements of Section 7;~~
- the equipment and the packages of lithium cells or batteries must be placed in an overpack. The overpack must bear applicable marks and labels as set out in 7.1.4 and 7.2.7;
- for the purpose of this packing instruction, "equipment" means apparatus requiring the lithium batteries with which it is packed for its operation.

COMBINATION PACKAGINGS

	Quantity per package Passenger aircraft	Quantity per package Cargo Aircraft Only
Quantity of lithium ion cells and batteries per overpack, excluding weight of equipment	5.0 kg	35.0 kg

OUTER PACKAGINGS

Type	Drums						Jerricans			Boxes						
Desc	Steel	Alum- inium	Ply- wood	Fibre	Plastic	Other metal	Steel	Alum- inium	Plasti c	Steel	Alum- inium	Wood	Ply- wood	Recon- stituted wood	Fibre- board	Plastic
Spec	1A2	1B2	1D	1G	1H2	1N2	3A2	3B2	3H2	4A	4B	4C1 4C2	4D	4E	4G	4H1 4H2

Pg. 518 – Amend Packing Instruction 969 as follows:

Part 2

Additional requirements

- all lithium metal cells and batteries prepared for transport as Class 9 must be protected against short circuits;
- the completed package for the cells or batteries must meet Packing Group II packaging standards;
- ~~each completed package containing lithium cells or batteries must be marked and labelled in accordance with the applicable requirements of Section 7;~~
- the equipment and the packages of lithium cells or batteries must be placed in an overpack. The overpack must bear applicable marks and labels as set out in 7.1.4 and 7.2.7;
- for the purpose of this packing instruction, “equipment” means apparatus requiring the lithium batteries with which it is packed for its operation.

Lithium metal cells and batteries prepared for transport on Passenger Aircraft as Class 9:

- must be packed in rigid metal intermediate or outer packaging;
- cells and batteries must be surrounded by cushioning material that is non-combustible and non-conductive, and placed inside an outer packaging.

COMBINATION PACKAGINGS

	Quantity per package Passenger aircraft	Quantity per package Cargo Aircraft Only
Quantity of lithium metal cells and batteries per overpack, excluding weight of equipment	5.0 kg	35.0 kg

OUTER PACKAGINGS

Type	Drums						Jerricans			Boxes						
Desc	Steel	Alum- inium	Ply- wood	Fibre	Plastic	Other metal	Steel	Alum- inium	Plasti c	Steel	Alum- inium	Wood	Ply- wood	Recon- stituted wood	Fibre- board	Plastic
Spec	1A2	1B2	1D	1G	1H2	1N2	3A2	3B2	3H2	4A	4B	4C1 4C2	4D	4E	4G	4H1 4H2

Section 7

Pg. 576 – Revise requirements for lithium battery label as follows:

Colour: The border of the label must have red diagonal hatchings. Text and symbols black on a white contrasting background.

Section 10

Pg. 645 – In paragraph 10.3.11.1.3(b) and 10.3.11.1.3(c) amend “Table 10.3.C” to read “Table 10.3.D”.

Pg. 645 – Amend paragraph 10.3.11.1.5 as follows:

10.3.11.1.5 Empty Packages

An empty packaging which had previously contained radioactive material with an activity not exceeding the limit specified in the column headed "~~Instruments and Articles~~ **Materials** — Package Limits" in Table **10.3.C 10.3.D** may be classified as UN 2908, Radioactive material, excepted package empty packaging, provided that:

Appendix G.3

Pg. 815 – Add **Austrian Airlines** to the list of currently validated airlines.



Integrated Islet Distribution Program

ISLET DATA ENTRY SYSTEM

USER GUIDE for Broadcasting Staff 2010

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1.0. General Guidelines

1.1. Navigation

The Islet Data Entry System (IDES) has several components available to the users. You can navigate around in the system from the Main Menu (e.g. access the Enter New Isolation data form). The computer mouse or tab button is used to move from items on a screen and to activate the buttons on each screen. Instructions for completing each section of the Enter New Isolation Data Form are presented in the remaining sections of this User's Guide.

1.2. Screens

1.2.1 Screen Format

All of the Islet Allocation data entry screens are designed to be a 'single page' in which the data for each section of the IDES data form are captured on one screen. You may use the scroll bar to scroll down to the bottom of the screen as needed.

1.2.2 Data Entry Formats

Different formats are used within the IDES Data Form to capture the data.

1.2.2.1 Text Boxes

- Data must be typed in
- Used to capture text, dates, and numeric values such as a laboratory value
- Data can either be entered as free text, such as a comment or entered according a designated format, such as dates (mm/dd/yy) or numeric value formats (xxx.xx)

1.2.2.2 Pick Lists

- Also referred to as 'drop down boxes', 'pull-down lists', or 'combo lists'
- Click on the arrow to display the list choices
- Click on the desired option and it will be displayed in the box

1.2.2.3 Check Boxes

- Used when one of several options must be chosen – e.g. Unknown or Not Done
- There are instances when only one check box can be checked in response to the question
- There are instances when multiple check boxes can be checked in response to the question

1.3 System Messages

1.3.1 Consistency Checks/Field Validation Messages

While you enter data, the system performs field validation checks on certain fields (e.g. check formats for dates, times and numeric values and check the acceptable ranges of numeric values) and consistency checks between select fields (e.g. the date and time combination of pancreas recovery must be later than the date and time combination of cross clamp). The system will display a message if your data entry does not pass the

validation or consistency checks. You must modify the data to resolve the incorrect data entry. The following are examples of correct data entry formats:

1.3.1.1 Date Field Formats

A screenshot of a date input field. The field is empty, and the format '(mm/dd/yy)' is displayed to the right of the input area.

The system will automatically enter the forward slashes (/) as you enter the date.

1.3.1.2 Time Field Formats

A screenshot of a time input field. The field is empty, and the format '(hh:mm)' is displayed to the right of the input area.

The system will automatically enter the colon (:) as you enter the time.

1.3.1.3 Date Field Ranges

A screenshot of a date input field containing the value '06/04/2010'. The format '(mm/dd/yy)' is displayed to the right of the input area.

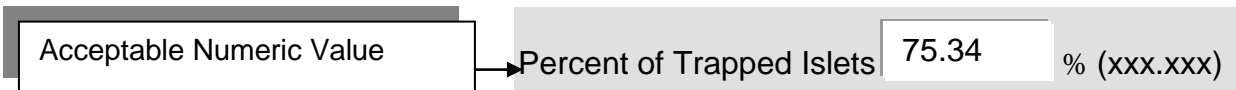
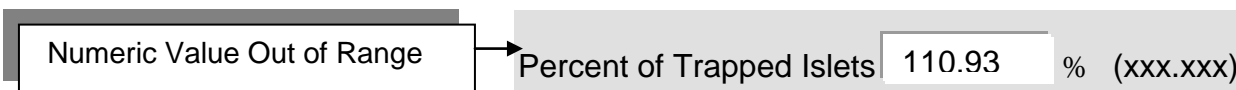
The system will display a message that the date is out of range and that the latest date that may be entered is the current date.

1.3.1.4 Numeric Field Formats

A screenshot of a numeric input field. The label 'Percent of Trapped Islets' is to the left of the field. The field is empty, and the format '(xxx.xxx)' is displayed to the right of the input area.

This is one example of a numeric field format within the ICP Data Form.

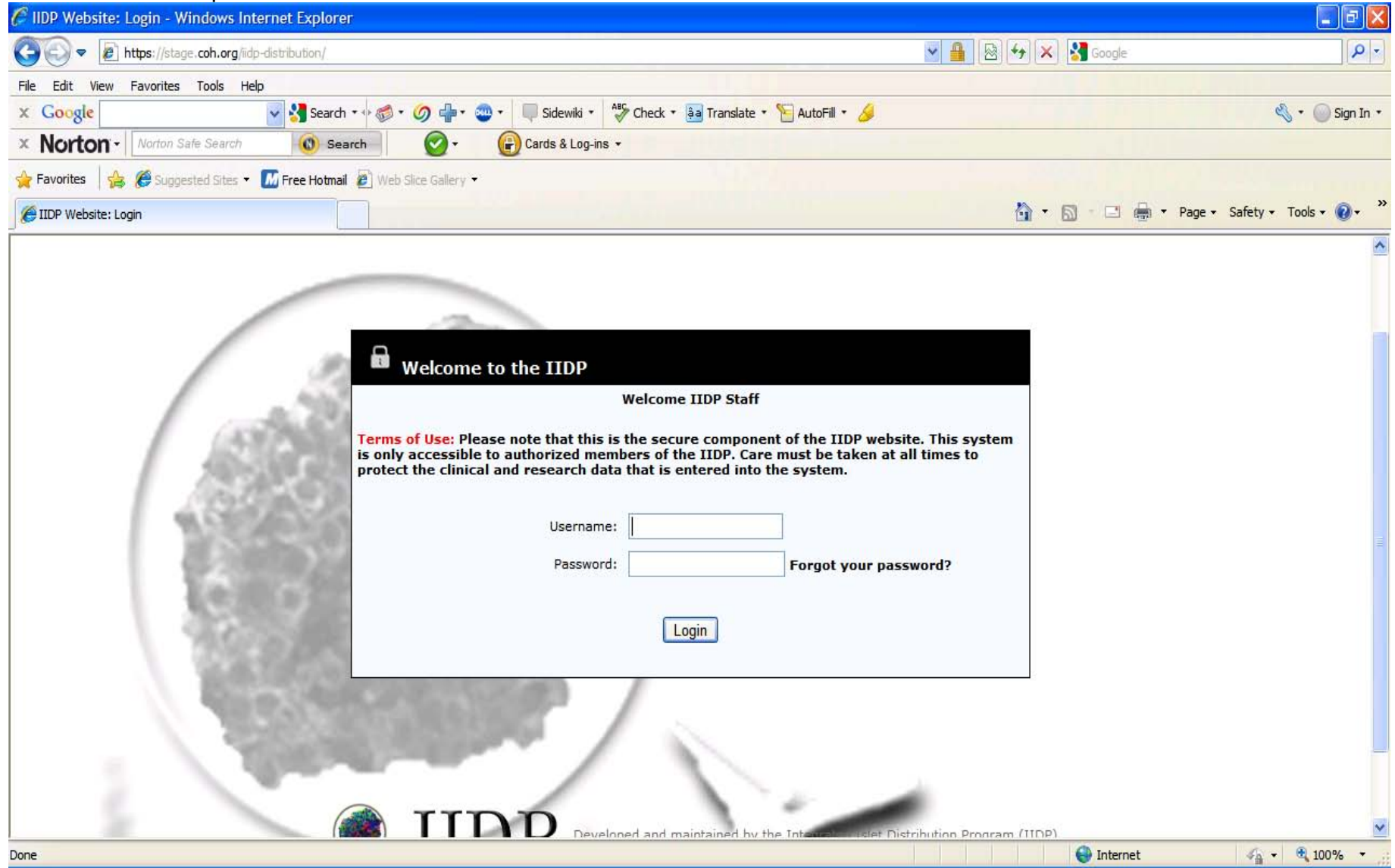
1.3.1.5 Numeric Field Ranges

A screenshot showing a label 'Acceptable Numeric Value' in a box with an arrow pointing to a numeric input field. The field contains the value '75.34' and the format '% (xxx.xxx)' is displayed to the right.A screenshot showing a label 'Numeric Value Out of Range' in a box with an arrow pointing to a numeric input field. The field contains the value '110.93' and the format '% (xxx.xxx)' is displayed to the right.

The system will display a message that the numeric value is out of the acceptable range for those numeric values that are out of range.

2.0 Login to the Islet Data Entry System (IDES)

Login Screen - The system displays the login screen. Enter your username and password and then click on Login. IIDP assigns the username and password.



Main Page for the Islet Data Entry System (IDES) - Click on [IIDP Home] at any time to return to the Main Page.

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- Edit/View Existing Quick Broadcast
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory

Documentation

- Standard Operating Procedures (SOPs)

User Profile

- User Information
- CHANGE PASSWORD

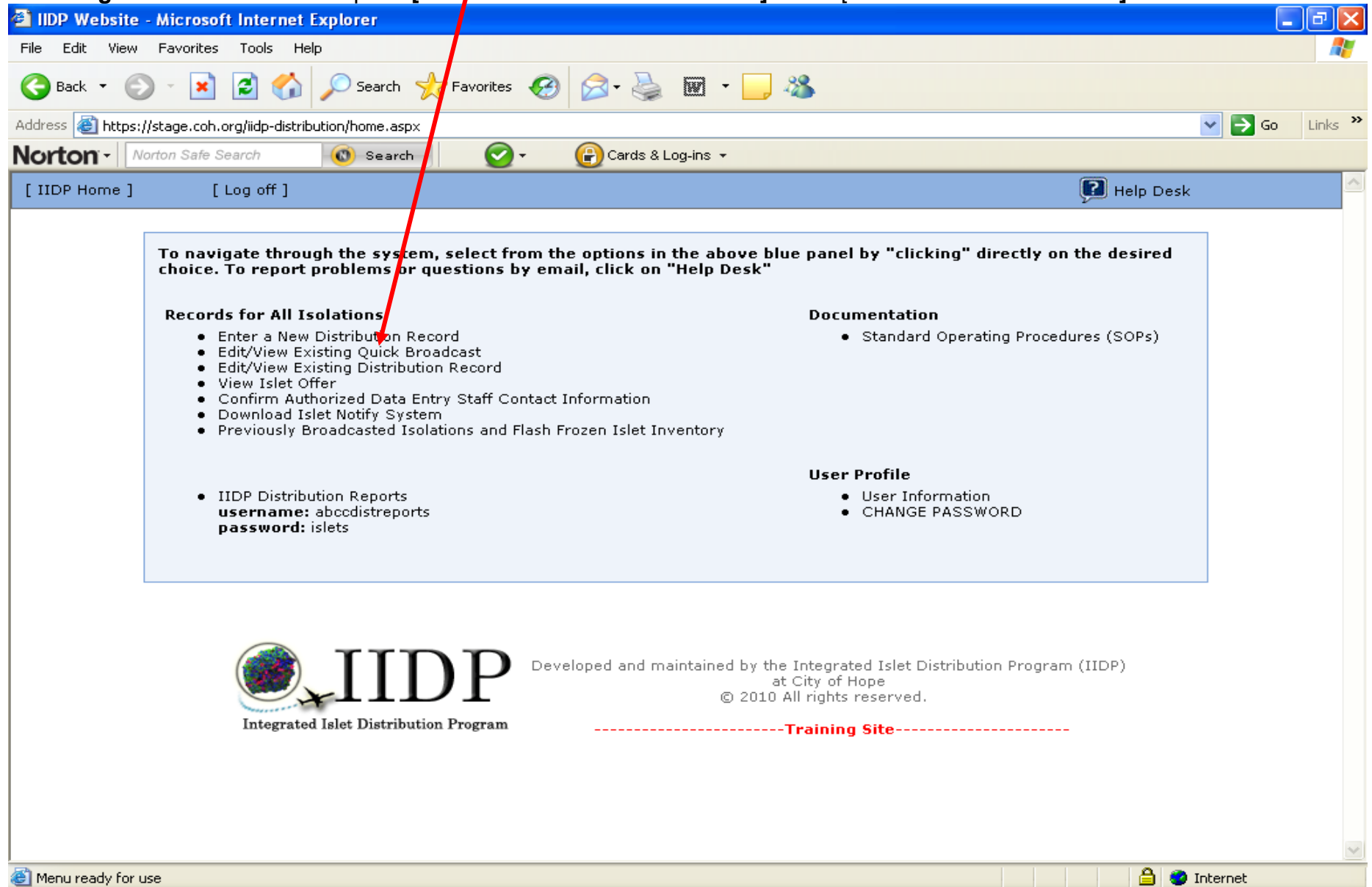
IIDP
Integrated Islet Distribution Program

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at City of Hope
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-----Training Site-----

3.0 New Process Options – Quick Broadcast or Complete a Distribution Record

Main Page - Click on the menu option [Enter New Distribution Record] under [Record for All Isolations].



The system will then display the screen to select whether to broadcast an isolation or to complete a distribution record.

Click on **[Quick Broadcast]** to broadcast an isolation OR click on **[Complete a Distribution Record]** to complete a distribution record.



4.0 Broadcast an Isolation – Quick Broadcast

Main Page - Click on the menu option **[Enter New Distribution Record]** under **[Record for All Isolations]**.

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- Edit/View Existing Quick Broadcast
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory

Documentation

- Standard Operating Procedures (SOPs)

User Profile

- User Information
- CHANGE PASSWORD

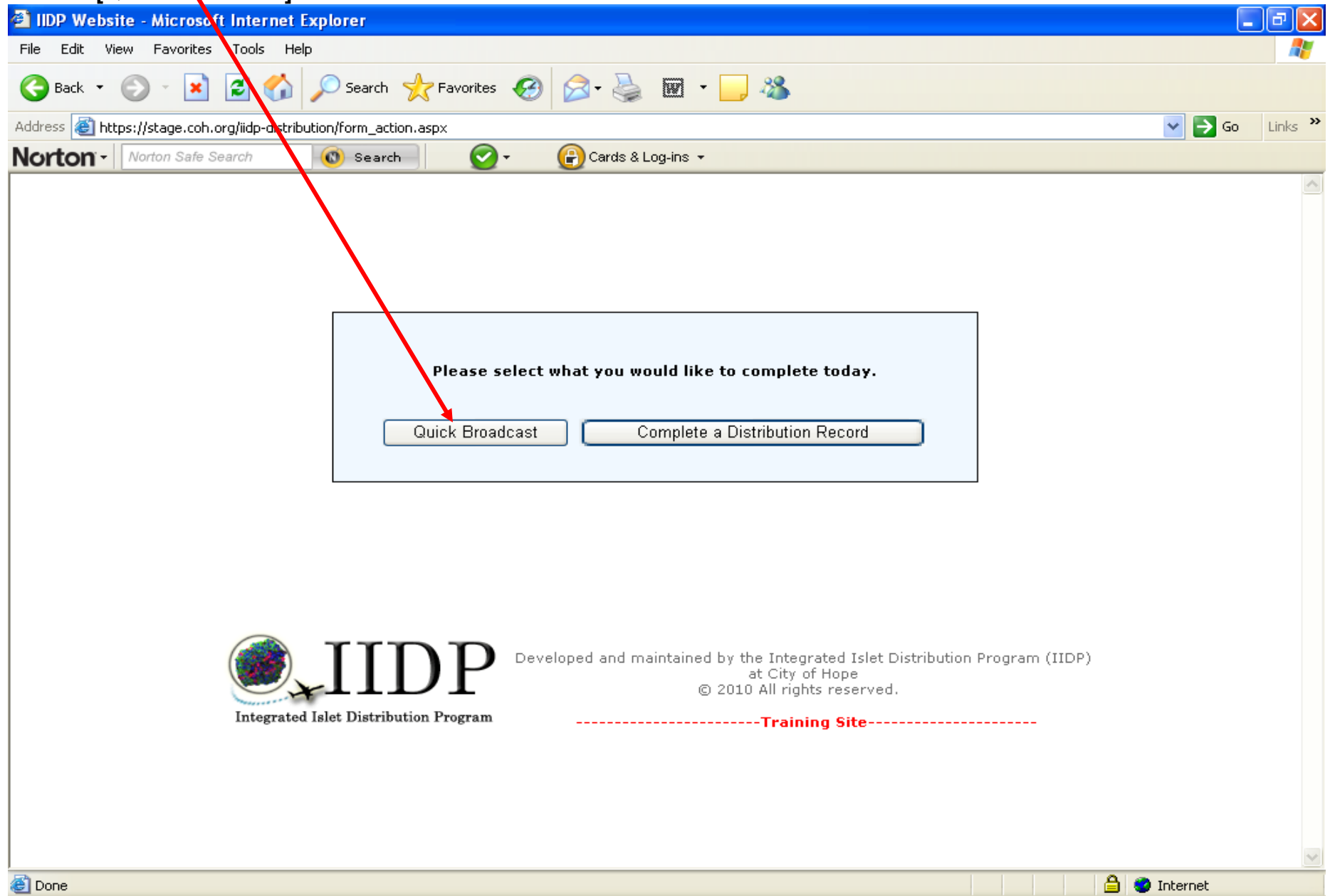
IIDP
Integrated Islet Distribution Program

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-----**Training Site**-----

The system will then display the screen to select whether to broadcast an isolation or to complete a distribution record.

Click on **[Quick Broadcast]** to broadcast an isolation.



The system will display the UNOS ID and Islet isolation ID screen.

UNOS ID and Islet Isolation ID Screen - Enter the UNOS ID number and the Islet Isolation ID number and select the Islet Source for the new Islet Isolation and then click on **[Submit]**. Click on **[Cancel]** to return to the Main Page.

form_duplicate - Microsoft Internet Explorer

Address: https://stage.coh.org/iidp-distribution/form_duplicate.aspx?action=1

Norton Safe Search

[IIDP Home] [Log off] Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,968,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	500,000


IIDP - Islets For Research Distribution

New Islet Isolation

UNOS ID Number:

Islet Isolation ID Number:

Enter Islet Source:

 **IIDP** Integrated Islet Distribution Program

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-----Training Site-----

The system will compare the newly entered ID numbers with existing ID numbers in the system to prevent duplication of IDES data forms.

If the system finds a match with existing ID number(s), the system will display a message that the ID number(s) entered match existing ID number(s) – Refer to page 12.

If the system does not find a match, the system will display the Quick Broadcast Detail Summary screen – refer to page 15.

Click on **[Edit ID]** to re-enter the UNOS ID number and the Isolation ID number – Refer to page 11.

OR

Click on **[View All Entries]** to view all the Islet Allocation and/or IDES data forms that exist in the system – Refer to page 13.

form_duplicate - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address https://stage.coh.org/iidp-distribution/form_duplicate.aspx?action=1 Go Links

Norton Norton Safe Search Search Cards & Log-ins

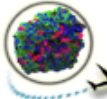
[IIDP Home] [Log off] Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,928,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	482,000

IIDP - Islets For Research Distribution

UNOS ID **[AKJ_TEST_877]** and Islet Isolation ID **[877_test_akj]** already exists. Please re-enter new numbers or return to the main menu to verify the existing data.

Edit ID View All Entries

 **IIDP** Integrated Islet Distribution Program

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-----Training Site-----

Menu ready for use Internet

View All Entries screen - This system displays all of the Distribution Records entered for your specific institution. Click on any of the Headers to sort by the designated header (e.g., click on **[UNOS ID #]** to sort the entries by the UNOS ID #).

		UNOS ID#	Isolation ID#	Source	Incomplete	Date Submitted	Pancreas Used For	Institution	Author
1	[Edit]	M010	M010	CIT	▼	01/18/2010	Basic Science Research	University of Miami	Staff Member
2	[Edit]	AKJ_TEST_877	877_test_akj	IIDP	▼	01/16/2010	Basic Science Research	University of Miami	Amy Jacobs
3	[Edit]	WYX456	h567	CIT	▼	01/14/2010	Basic Science Research	University of Miami	Barbara Olack
4	[Edit]	AKJ_TEST_676	676_test_akj		▼	01/09/2010	Clinical Transplant	University of Miami	Amy Jacobs
5	[Edit]	AKJ_TEST_878	878_test_akj	IIDP	▼	01/09/2010	Basic Science Research	University of Miami	Amy Jacobs
6	[Edit]	M008	M008	IIDP	▼	01/08/2010	Basic Science Research	University of Miami	Staff Member
7	[Edit]	M009	M009	IIDP	▼	01/08/2010	Basic Science Research	University of Miami	Staff Member
8	[Edit]	FF01	FF01	IIDP	▼	01/07/2010	Basic Science Research	University of Miami	Staff Member
9	[Edit]	XYZ098	h786	IIDP	▼	01/06/2010	Basic Science Research	University of Miami	martha antler
10	[Edit]	ABC567	h234	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Barbara Olack
11	[Edit]	JEN0104	104	CIT	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
12	[Edit]	JEN123	12345	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
13	[Edit]	JEN321	32111	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang

NOTE: In these examples screens, because it is from the training site (identical to the production ('real') site) all of the IDES data forms entered from the University of Miami. However, in the production ('real') site, users of each institution will only be able to see IDES data forms for their institution.

View All Entries screen - Find the desired Distribution Record and click on **[Edit]** to view and/or edit the Distribution Record.

		UNDS ID#	Isolation ID#	Source	Incomplete	Date Submitted	Pancreas Used For	Institution	Author
1	[Edit]	M010	M010	CIT	▼	01/18/2010	Basic Science Research	University of Miami	Staff Member
2	[Edit]	AKJ_TEST_877	877_test_akj	IIDP	▼	01/16/2010	Basic Science Research	University of Miami	Amy Jacobs
3	[Edit]	WYX456	h567	CIT	▼	01/14/2010	Basic Science Research	University of Miami	Barbara Olack
4	[Edit]	AKJ_TEST_676	676_test_akj		▼	01/09/2010	Clinical Transplant	University of Miami	Amy Jacobs
5	[Edit]	AKJ_TEST_878	878_test_akj	IIDP	▼	01/09/2010	Basic Science Research	University of Miami	Amy Jacobs
6	[Edit]	M008	M008	IIDP	▼	01/08/2010	Basic Science Research	University of Miami	Staff Member
7	[Edit]	M009	M009	IIDP	▼	01/08/2010	Basic Science Research	University of Miami	Staff Member
8	[Edit]	FF01	FF01	IIDP	▼	01/07/2010	Basic Science Research	University of Miami	Staff Member
9	[Edit]	XYZ098	h786	IIDP	▼	01/06/2010	Basic Science Research	University of Miami	martha antler
10	[Edit]	ABC567	h234	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Barbara Olack
11	[Edit]	JEN0104	104	CIT	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
12	[Edit]	JEN123	12345	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
13	[Edit]	JEN321	32111	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang

The system will display the **Distribution Record Detail Summary** screen - refer to page 63.

Quick Broadcast Detail Summary - Click on [Edit] to display the desired section to complete.

The screenshot shows a Microsoft Internet Explorer browser window displaying the IIDP Website Submission Summary page. The browser's address bar shows the URL: https://stage.coh.org/iidp-distribution/form_summary.aspx?df=1603&n=1. The page features a navigation bar with links for [IIDP Home] and [Log off], and a Help Desk icon. The main content area contains a table with the following data:

	Section	Section Status
[Edit]	Donor Information	New
[Edit]	Characterization of Islets for Distribution Information	New
[Edit]	Research Islet Transportation Information	New
[Edit]	Additional Islet Assessments - Preliminary	New
[Edit]	Additional Islet Assessments - Final	New
[Edit]	Optional Islet Assessments	New

Below the table is a button labeled "Save Record & Broadcast Now". At the bottom of the page, the IIDP logo is displayed, along with the text "Integrated Islet Distribution Program" and "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope". A red box highlights the following note and instructions:

Note: The Additional Islet Assessments – Preliminary; Additional Islet Assessments – Final; and Optional Islet Assessments sections will be non-functional until after the Quick Broadcast is complete.

The Additional Islet Assessments – Preliminary section must be completed within 10 days of the Quick Broadcast.

The Additional Islet Assessments – Final section must be completed within 30 days of the Quick Broadcast.

The Optional Islet Assessments is optional and can be completed any time after the Quick Broadcast.

Quick Broadcast Detail Summary - The system will display the **Status** of each section as 'New', 'Complete', or 'Incomplete'. The Donor Information, Characterization of Islets for Distribution Information, and Research Islet Transportation Information sections need to be '**Complete**' for the Quick Broadcast Form to be considered complete.

	Section	Section Status
[Edit]	Donor Information	New
[Edit]	Characterization of Islets for Distribution Information	New
[Edit]	Research Islet Transportation Information	New
[Edit]	Additional Islet Assessments - Preliminary	New
[Edit]	Additional Islet Assessments - Final	New
[Edit]	Optional Islet Assessments	New

Note: The Additional Islet Assessments – Preliminary; Additional Islet Assessments – Final; and Optional Islet Assessments sections will be non-functional until after the Quick Broadcast is complete.

The Additional Islet Assessments – Preliminary section must be completed within 10 days of the Quick Broadcast.

The Additional Islet Assessments – Final section must be completed within 30 days of the Quick Broadcast.

The Optional Islet Assessments is optional and can be completed any time after the Quick Broadcast.

NOTE: The user may randomly select the order in which to complete each section (e.g., Donor Information section, then the Research Islet Transportation Information section, and then the Characterization of Islets for Distribution Information section). However for the purpose of this User's Guide, the sections will be discussed in the order as listed above.

Donor Information section - Complete the questions in the Donor Information section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

NOTE: The UNOS ID number and the Isolation ID number are displayed in the top left hand corner of every section.

These fields will auto-fill with the UNOS and Isolation ID numbers initially entered.

Question 3 – consent must be obtained in order to broadcast an isolation. If 'No' is selected, then the other questions are not required to be completed and therefore, just need to click on **[Submit]**. Refer to the next page for the message that will be displayed.

Pink indicates a required field.

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,928,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	482,000

UNOS ID: AKJ_TEST_877 Isolation ID: 877_test_akj

- UNOS ID Number: AKJ_TEST_877
- Isolation ID Number: 877_test_akj
- Was the informed consent to use the pancreas for research purposes obtained by the OPO and confirmed by your staff? No Yes
- Age: [Required Field]
- Gender: [Required Field]
- Height: [Required Field]
- Weight: [Required Field]
- BMI: [Required Field]
- Ethnicity/Race: [Required Field]
- CMV Status: [Required Field]
- ABO Blood Group: [Required Field]
- HLA Information:
 - Class I: [Required Field]

Each section in the form is considered a 'single page'. You can use the **scroll bar** to scroll down to the bottom of the section. The **Donor Information section** is continued on the next page.

Consent Not Obtained - This message will be displayed if 'No' is checked for question 3. Refer to 4.1 **Consent Has Not Been Obtained.**

IIDP - Islet Cell Processing Data Form: Donor Information

Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,928,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	482,000

UNOS ID: AKJ_TEST_877 Isolation ID: 877_test_akj

- UNOS ID Number: AKJ_TEST_877
- Isolation ID Number: []
- Was the informed consent for research confirmed by your sponsor? Yes
- Age: []
- Gender: []
- Height: []
- Weight: []
- BMI: []
- Ethnicity/Race: []
- CMV Status: []
- ABO Blood Group: []
- HLA Information:
12.1 Class I

Done Internet

Donor Information section (continued)

IIDP - Islet Cell Processing Data Form: Donor Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/form_donorinfo.aspx?df=1607&r=1&n=1 Go Links >>

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12. HLA Information:

12.1 Class I

12.1.1 A:

12.1.2 B:

12.1.3 C:

12.2 Class 2

12.2.1 DR:

12.2.2 DQ:

13. Serology:

Test	Positive	Negative	Not Documented	Cannot Disclose	Not Done	Indeterminate
HIV I/II	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Cannot Disclose	<input type="checkbox"/> Not Done	<input type="checkbox"/> Indeterminate
HTLV I/II	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Cannot Disclose	<input type="checkbox"/> Not Done	<input type="checkbox"/> Indeterminate
Syphilis	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Cannot Disclose	<input type="checkbox"/> Not Done	<input type="checkbox"/> Indeterminate
HbsAg	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Cannot Disclose	<input type="checkbox"/> Not Done	<input type="checkbox"/> Indeterminate
HBc	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Cannot Disclose	<input type="checkbox"/> Not Done	<input type="checkbox"/> Indeterminate
HCV	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Cannot Disclose	<input type="checkbox"/> Not Done	<input type="checkbox"/> Indeterminate

14. Cause of Death:

14.1 If OTHER, specify:

15. Medical History:

16. Was this pancreas obtained from a suspected Type II diabetic donor? No Yes

Done Internet

Gray indicates a conditional field. A field that is gray may turn pink and be required based on the answer to another question.

Donor Information section (continued)

IIDP - Islet Cell Processing Data Form: Donor Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/form_donorinfo.aspx?df=1607&r=1&n=1 Go Links

Norton Norton Safe Search Search Cards & Log-ins

16. ? Was this pancreas obtained from a suspected Type II diabetic donor? No Yes

16.1 ? If YES, indicate why you suspect this pancreas as being from a TYPE II diabetic donor (Check all that apply):

16.1.1 Family History of Diabetes

16.1.2 Serum HbA1c values

16.1.2.1

16.1.3 Other

16.1.3.1 If OTHER, specify:

17. ? Was this pancreas obtained from a confirmed Type II diabetic donor? No Yes


17.1 ? If YES, indicate how you confirmed this pancreas as being from a TYPE II diabetic donor (Check all that apply):

17.1.1 Donor charts and/or hospital files documented diabetes status

17.1.2 Other

17.1.2.1 If OTHER, specify:

Submit

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Integrated Islet Distribution Program

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-----Training Site-----

Done Internet

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Quick Broadcast Form Detail Summary.

Quick Broadcast Form Detail Summary - Click on **[Edit]** to complete the next section. Please note the change in **'Status'** of the Donor Information section.

The screenshot shows the IIDP Website Submission Summary page. The browser window title is "IIDP Website: Submission Summary - Microsoft Internet Explorer". The address bar shows the URL: "https://stage.coh.org/iidp-distribution/form_summary.aspx?df=16038&r=1&n=1". The page features a table with the following data:

	Section	Section Status
[Edit]	Donor Information	Complete
[Edit]	Characterization of Islets for Distribution Information	New
[Edit]	Research Islet Transportation Information	New
[Edit]	Additional Islet Assessments - Preliminary	New
[Edit]	Additional Islet Assessments - Final	New
[Edit]	Optional Islet Assessments	New

Below the table is a button labeled "Save Record & Broadcast Now". At the bottom left, the IIDP logo is displayed with the text "Integrated Islet Distribution Program". To the right, it says "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." A red dashed line labeled "Training Site" is positioned below this text.

The user may close out of a Quick Broadcast Form at any time - click on **[Save Record & Broadcast Now]** to submit the Islet Cell Processing Data Form to the system. The system will display the **[Broadcast Message]** screen – refer to page 31.

Characterization of Islets for Distribution Information section - Complete the questions in the Characterization of Islets for Distribution Information section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

Note: The *Islet Shipment Summary* at the top of the screen tallies your islet distributions per year with respect to the cap set by your contract with the IIDP. Caps exist for IIDP and/or CIT centers only. If your center is an IIDP center or CIT center but not both, only one cap will be visible.

Each IIDP and CIT islet distribution made by your center will be deducted from your yearly IIDP ("IIDP Islet Cap") or CIT ("CIT Islet Cap") cap, respectively. The IIDP cap minus the IIDP distributions shipped during each contract year is displayed as "IIDP Islets Remaining". The CIT cap minus the CIT distributions shipped during each year is displayed as "CIT Islets Remaining". Both caps reset with the start of the new contract period (August 27th of each year).

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,968,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	500,000

Unos ID: AKJ_TEST_878 Isolation ID: 878_test_akj

1. ? Date and time of cross clamp: [input] (24 hour clock) [input] Not Documented
2. ? Indicate how cold ischemia time was defined (select one): [dropdown]
 - 2.1 If OTHER, describe: [input]
3. ? Duration of cold ischemia: [input] Hour(s) [input] Minutes Not Documented
4. ? Date and time dissection in lab started: [input] (24 hour clock) [input] Not Documented
5. Enter islet counts below for the fractions entered in the system for distribution, e.g., most pure fraction, less pure fraction, and impure fraction:

When was the islet count taken?	Label this fraction as one of the following	Total IEQs available for shipping	Islet Viability: Indicate Inclusion Dye used:	Islet Viability: Indicate Exclusion Dye used:	Islet Viability	Islet Purity: Percent dithizone positive cells:	Islet Purity: Percent beta cells:
<input type="button" value="Add Islet Count"/>							

Click on **[Add Islet Count]** to enter data about an islet count. The system will display a separate screen to enter the islet count data – refer to the next page.

Characterization of Islets for Distribution Information section (continued): [Add Islet Count] screen – Complete the questions in the Islet Count screen. Place the cursor on the question mark (?) icon to receive instruction on how to answer the questions.

IIDP - Islet Cell Processing Data Form: Islet Count

Unos ID: AKJ_TEST_878 Isolation ID: 878_test_akj

? When was the islet count taken? [dropdown]

? Label this fraction as one of the following: [dropdown]

? Total IEQs available for shipping: [text input]

? Islet Viability: Indicate Inclusion Dye used: [dropdown]
If OTHER, specify: [text input]

? Islet Viability: Indicate Exclusion Dye used: [dropdown]
If OTHER, specify: [text input]

? Islet Viability: [text input] Not Documented Not Done

? Islet Purity: Percent dithizone positive cells: [text input] Not Documented Not Done

? Islet Purity: Percent beta cells: [text input] Not Documented Not Done

Add Islet Count

Submit

Click on **[Add Islet Count]** to add the Islet Count to the form. The system will add the islet count data to the form – refer to the next page.

Characterization of Islets for Distribution Information section (continued) – Islet Count added to the Characterization of Islets for Distribution Information section.

IIDP - Islet Cell Processing Data Form: Characterization of Islets for Distribution Information - Microsoft Internet Explorer

Address: https://stage.coh.org/iidp-distribution/form_preshipment.aspx?df=1603&r=1&n=1

Unos ID: AKJ_TEST_878 Isolation ID: 878_test_akj

1. Date and time of cross clamp: 01/08/2010 12:00 (24 hour clock) Eastern Not Documented

2. Indicate how cold ischemia time was defined (select one): Time from aortic cross clamp to end of trimming

2.1 If OTHER, describe:

3. Duration of cold ischemia: Hour(s) Minutes Not Documented

4. Date and time dissection in lab started: 01/08/2010 22:00 (24 hour clock) Eastern Not Documented

5. Enter islet counts below for the fractions entered in the system for distribution, e.g., most pure fraction, less pure fraction, and impure fraction:

	When was the islet count taken?	Label this fraction as one of the following	Total IEQs available for shipping	Islet Viability: Indicate Inclusion Dye used:	Islet Viability: Indicate Exclusion Dye used:	Islet Viability	Islet Purity: Percent dithizone positive cells:	Islet Purity: Percent beta cells:	
[Edit]	Post-Purification	Most Pure	20000	Syto Green 13	Trypan Blue	94	95	74	[Delete]
[Edit]	Post-Culture	Less Pure	20000	Acridine Orange	Propidium Iodide	95	94	73	[Delete]

Add Islet Count

Submit

Click on **[Add Islet Count]** to enter additional islet count data. Click on **[Delete]** to delete the islet count data previously entered. Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Quick Broadcast Form Detail Summary.

Quick Broadcast Form Detail Summary - Click on **[Edit]** to complete the next section. Please note the change in **'Status'** of each section.

The screenshot shows a Microsoft Internet Explorer browser window displaying the IIDP Website Submission Summary page. The address bar shows the URL: https://stage.coh.org/iidp-distribution/form_summary.aspx?df=16038r=18n=1. The page content includes a table with the following data:

	Section	Section Status
[Edit]	Donor Information	Complete
[Edit]	Characterization of Islets for Distribution Information	Complete
[Edit]	Research Islet Transportation Information	New
[Edit]	Additional Islet Assessments - Preliminary	New
[Edit]	Additional Islet Assessments - Final	New
[Edit]	Optional Islet Assessments	New

Below the table is a button labeled "Save Record & Broadcast Now". A red arrow points from this button to the text "Training Site" in the footer of the page. The footer also includes the IIDP logo and the text: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." and "-----Training Site-----".

The user may close out of an Quick Broadcast Form at any time - click on **[Save Record & Broadcast Now]** to submit the Quick Broadcast Form to the system. The system will display the **Broadcast Message** screen – refer to page 31.

Research Islet Transportation Information section - Complete the questions in the Research Islet Transportation Information section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

IIDP - Islet Cell Processing Data Form: Research Islet Transportation Information - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_bstransportation.aspx?df=162&sr=1&n=1

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IIDP - Islet Cell Processing Data Form: Research Islet ...

IIDP - Islet Cell Processing Data Form: Research Islet Transportation Information Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,842,975
CIT Islet Cap:	500,000
CIT Islets Remaining:	418,000

Unos ID: AKJ_TEST3845 Isolation ID: test3845_akj

1. Indicate the type of islets you are willing to provide from this isolation (Check all that apply):

1.1 Fresh (in culture media for local pick up only)

1.2 Cultured

1.2.1 If CULTURED, what is the estimated length of time the islets will be cultured prior to shipment? Days Hours

2. Specify the shipping media formulation:

2.1 Select base medium used for shipping: Connaught Medical Research Laboratories (CMRL) 1066

2.1.1 If OTHER, specify:

2.1.2 If CMRL is NOT selected, enter the reason for deviating from the standard islet shipping protocol:

2.2 Select the serum used as an additive for shipping:

2.2.1 If OTHER, specify:

2.2.2 If OTHER, enter the reason for deviating from the standard shipping protocol:

Done Internet 100%

Research Islet Transportation Information section (continued) – If 'Yes' is selected for question 2.5, then the system will make question 2.5.1 functional – refer to the next page.

The screenshot shows a web browser window with the following content:

- Browser Title:** IIDP - Islet Cell Processing Data Form: Research Islet Transportation Information - Windows Internet Explorer
- Address Bar:** https://stage.coh.org/iidp_new/form_bstransportation.aspx?df=1622&r=1&n=1
- Navigation:** File, Edit, View, Favorites, Tools, Help
- Search:** Google, Norton Safe Search
- Form Questions:**
 - 2.3** Was Ciprofloxacin added to the shipping medium? No Yes
 - 2.3.1** If NO, enter the reason for deviating from the standard shipping protocol:
 - 2.4** Was Heparin added to the shipping medium? No Yes
 - 2.4.1** If NO, enter the reason for deviating from the standard shipping protocol:
 - 2.5** Were any other additives added by your laboratory? No Yes Not Documented
 - 2.5.1** If YES, select ALL the additives that were used and indicate the amount of each:
 - Glutathione
 - HEPES
 - Insulin-Like Growth Factor-1 (IGF-1)
 - Insulin Transferrin Selenium (ITS)
 - L-glutamine (Glutamate, Glutamax)

Above is a list of available additives. Click on an additive to add.

Above is a list of selected additives.

Amount used (optional)

Add other additives

Specify additional additives (Enter an additive in the text box and then click on the 'Add other additives' button to add the additive to the list. Repeat as needed.):
 - 3** Indicate the type of vessel and the amount of media to be used for islet shipping: mL
 - 3.1** If OTHER vessel, specify:
 - 4** Shipping vessel should be packaged per IIDP Standardized Shipping SOP using: 6 Ambient shipping packs

Research Islet Transportation Information section (continued) – If ‘Yes’ is selected for question 2.5, the system will make question 2.5.1 functional. Select the additive(s) from the drop down list and/or enter another additive by the ‘Add other additives’ process. Click on the selected additive to enter the amount used in the textbox. Repeat the process for each additive selected.

IIDP - Islet Cell Processing Data Form: Research Islet Transportation Information - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_bstransportation.aspx?df=1622&r=1&n=1

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IIDP - Islet Cell Processing Data Form: Research Islet ...

2.3 ? Was Ciprofloxacin added to the shipping medium? No Yes

2.3.1 ? If NO, enter the reason for deviating from the standard shipping protocol:

2.4 ? Was Heparin added to the shipping medium? No Yes

2.4.1 ? If NO, enter the reason for deviating from the standard shipping protocol:

2.5 ? Were any other additives added by your laboratory? No Yes Not Documented

2.5.1 ? If YES, select ALL the additives that were used and indicate the amount of each:

Glutathione
HEPES
Insulin-Like Growth Factor-1 (IGF-1)
L-glutamine (Glutamate, Glutamax)
Nicotinamide (Niacinamide)

Insulin Transferrin Selenium (ITS)

30
Amount used (optional)

Above is a list of available additives. Click on an additive to add.

Above is a list of selected additives.

Add other additives

Specify additional additives (Enter an additive in the text box and then click on the 'Add other additives' button to add the additive to the list. Repeat as needed.):

3. ? Indicate the type of vessel and the amount of media to be used for islet shipping: mL

3.1 If OTHER vessel, specify:

4. ? Shipping vessel should be packaged per IIDP Standardized Shipping SOP using: 6 Ambient shipping packs

Done Internet 100%

Research Islet Transportation Information section (continued)

IIDP - Islet Cell Processing Data Form: Research Islet Transportation Information - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_bstransportation.aspx?df=1622&r=1&n=1

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IIDP - Islet Cell Processing Data Form: Research Islet ...

4. Shipping vessel should be packaged per IIDP Standardized Shipping SOP using:

4.1 If OTHER, specify:

4.2 If 6 Ambient shipping packs is NOT selected, enter the reason for deviating from the standard islet shipping protocol:


5. Indicate the estimated date and time you plan to start packaging these islets for shipment (i.e., deadline when you need a finalized list of investigators who will be shipped islets):

6. Comments:

6 Ambient shipping packs

(24 hour clock)

Submit

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Done Internet 100%

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Quick Broadcast Form Detail Summary.

Quick Broadcast Form Detail Summary - Click on **[Edit]** to complete the next section. Please note the change in 'Status' of each section.

The screenshot shows a Microsoft Internet Explorer browser window displaying the IIDP Submission Summary page. The browser's address bar shows the URL: https://stage.coh.org/iidp-distribution/form_summary.aspx?df=16038&r=18n=1. The page content includes a table with the following data:

	Section	Section Status
[Edit]	Donor Information	Complete
[Edit]	Characterization of Islets for Distribution Information	Complete
[Edit]	Research Islet Transportation Information	Complete
[Edit]	Additional Islet Assessments - Preliminary	New
[Edit]	Additional Islet Assessments - Final	New
[Edit]	Optional Islet Assessments	New

Below the table is a button labeled "Save Record & Broadcast Now". A red arrow points from the bottom right of the page towards this button. Below the button is the IIDP logo and text: "IIDP Integrated Islet Distribution Program". To the right of the logo, it says: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." Below this text is a red dashed line with the text "Training Site" in red.

The user may close out of a Quick Broadcast Form at any time - Click on **[Save Record & Broadcast Now]** to submit the Quick Broadcast Form to the system. The system will display the **Broadcast Message** screen - refer to the next page.

Islet Availability Broadcast Message – The system will display the Broadcast Message screen when a new Islet Cell Processing Data Form has been submitted and islets are available. [**Confirm Contact Information**] and [**Review Isolation Data**] should be reviewed and/or edited as needed prior to clicking on [**Broadcast Now**] to broadcast the message about the availability of islets. Refer to the message on the Broadcast Message screen – essentially that it is important to review the information before clicking on [**Broadcast Now**] because once the message is broadcast, you cannot re-broadcast the message if changes are later made to the contact or islet isolation data.

IIDP Website: Broadcast Message - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/form_broadcastcheck.aspx?df=16038r=1&n=1 Go Links >>

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[IIDP Home] [Log off] Help Desk

Upon clicking on the "Broadcast Now" button below, a notification will be sent out to all qualified investigators on the approved investigator list stating that islets are now available from your laboratory. Shortly, you and/or other center representatives will receive a list of interested investigators who have responded to your posting and requested islets.

Before submitting this data for broadcast, please make sure you have entered all available isolation information and that all staff contact information has been verified. Once you broadcast this announcement, you will not have the opportunity to rebroadcast the posting at a later time.

Confirm Contact Information Review Isolation Data

Broadcast Now

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-----Training

Menu ready for use Internet

Click on [**Confirm Contact Information**] to view and/or edit the contact information of the IIDP Approved Broadcast Staff – refer to page 32.

Click on [**Review Isolation Data**] to view and/or edit the Islet Isolation data. The system will display the Quick Broadcast Form Detail Summary or the Distribution Record Form Detail Summary if the broadcast is via the Distribution Record. View and/or Edit the islet isolation data as previously discussed in the user guide.

IIDP Approved Broadcast Staff Contact Information – Edit the contact information as needed. The IIDP Approved Broadcast Staff entering the Islet Isolation data and preparing to send the Broadcast Message is automatically pre-populated as the Primary Contact.

IIDP - Islet Cell Processing Data Form: Confirm Contact

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/Confirm_Contact.aspx?df=1603 Go Links

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IIDP - Islet Cell Processing Data Form: Confirm Contact Help Desk


Confirm Authorized Data Entry Staff Contact Information and Set Automatic Email Notifications

Primary Contact:
First Name: Amy
Last Name: Jacobs
E-mail address: ajacobs@coh.org
Automatic E-mail Notifications: On

Additional Contact (1)
Contact Person: martha antler
Automatic E-mail Notifications: Off

Additional Contact (2)
Contact Person: Edward Lee
Automatic E-mail Notifications: Off

Submit

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Done Internet

Click on **[Submit]** to return to the **[Broadcast Message]** screen.

Islet Availability Broadcast Message – The system returns the user to the Broadcast Message screen after [**Confirm Contact Information**] and/or [**Review Isolation Data**] review.

The screenshot shows a web browser window titled "IIDP Website: Broadcast Message - Microsoft Internet Explorer". The address bar shows the URL: https://stage.coh.org/iidp-distribution/form_broadcastcheck.aspx?df=1603&r=1&n=1. The page content includes a message box with the following text:

Upon clicking on the "Broadcast Now" button below, a notification will be sent out to all qualified investigators on the approved investigator list stating that islets are now available from your laboratory. Shortly, you and/or other center representatives will receive a list of interested investigators who have responded to your posting and requested islets.

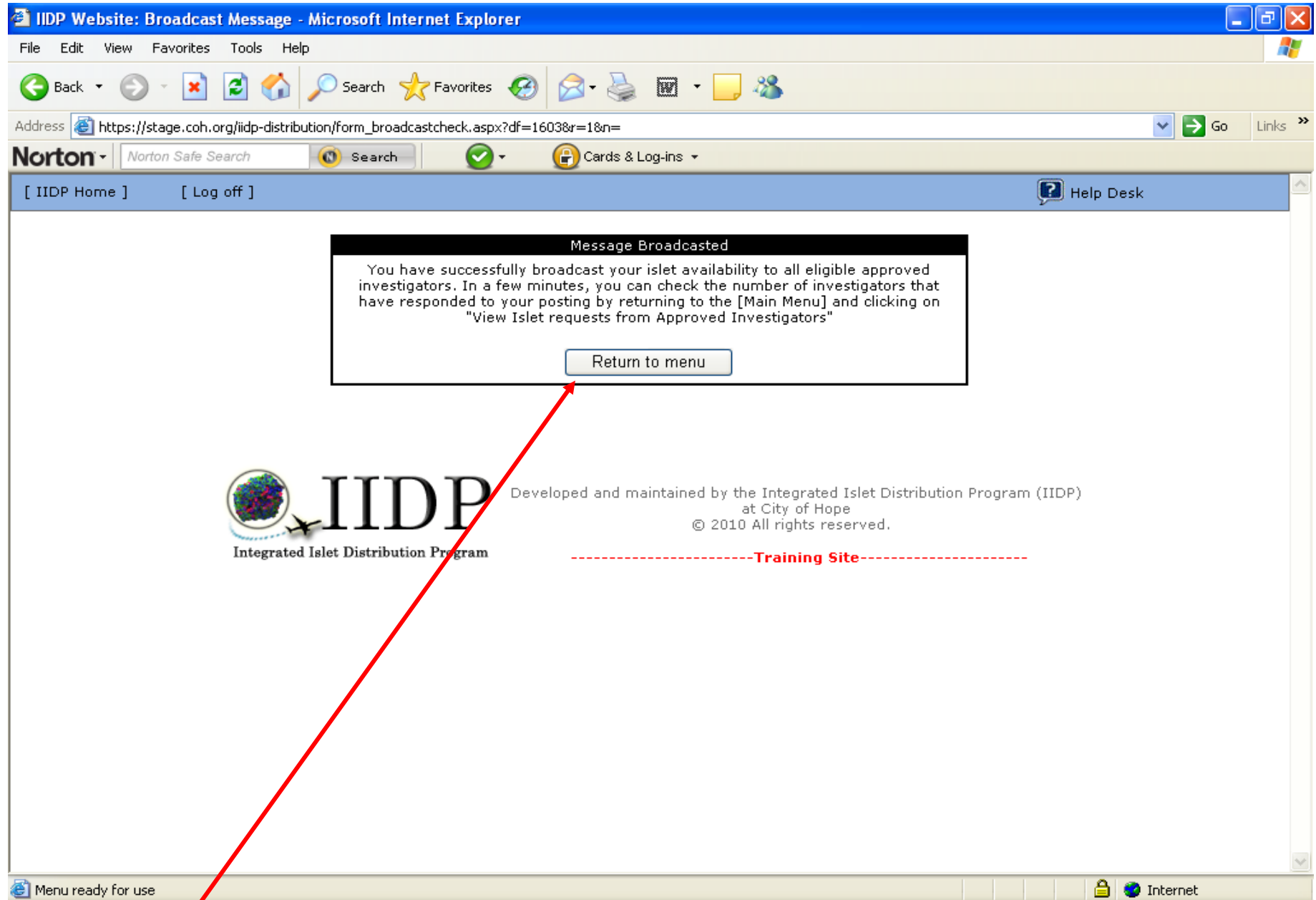
Before submitting this data for broadcast, please make sure you have entered all available isolation information and that all staff contact information has been verified. Once you broadcast this announcement, you will not have the opportunity to rebroadcast the posting at a later time.

Below the message box are two buttons: "Confirm Contact Information" and "Review Isolation Data". Below these buttons is a "Broadcast Now" button. A red arrow points from the bottom left towards the "Broadcast Now" button.

At the bottom of the page, there is a logo for the Integrated Islet Distribution Program (IIDP) and the text: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." Below this text is a red dashed line with the text "-----Training Site-----".

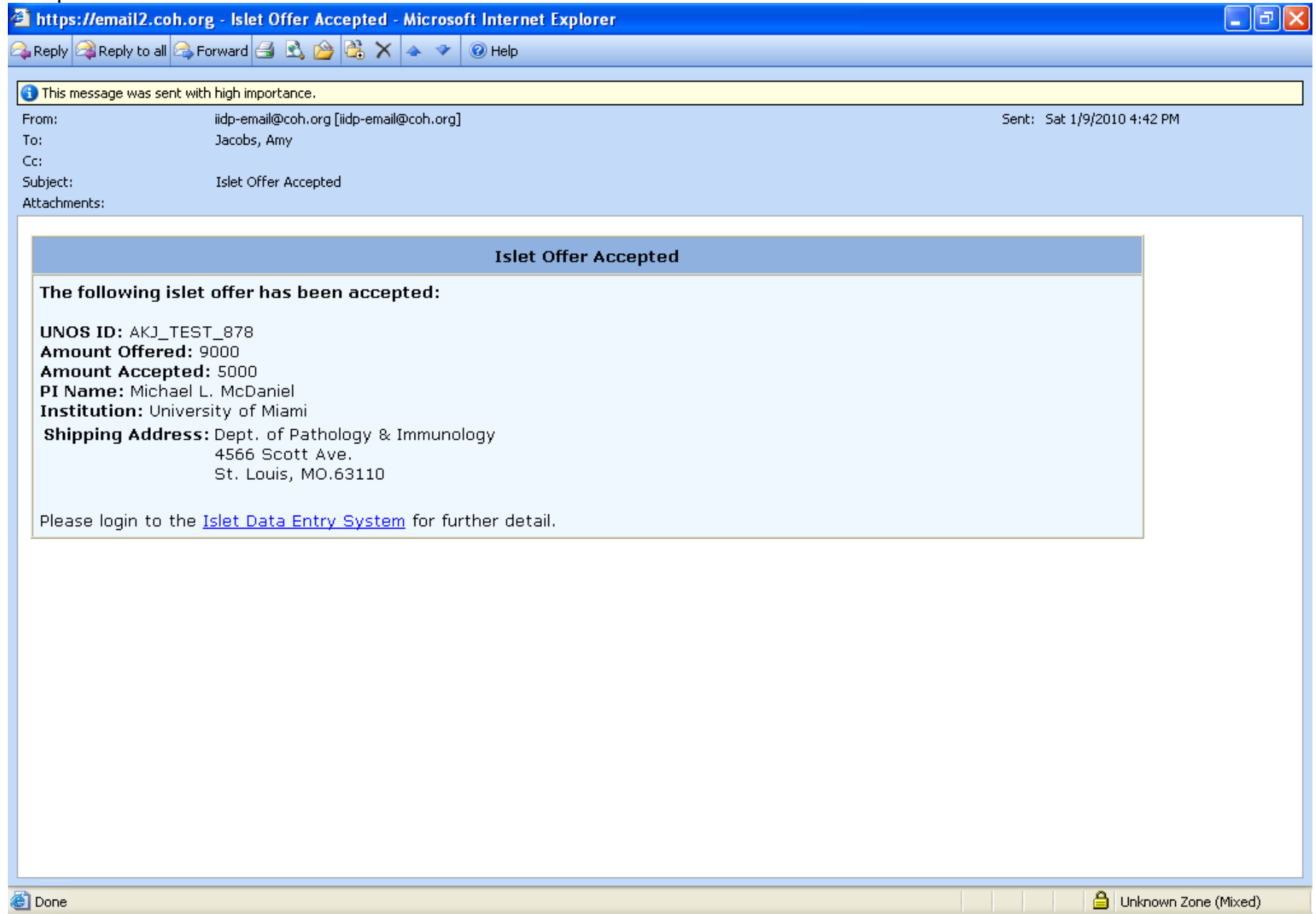
Click on [**Broadcast Now**] to send the Islet Availability Broadcast Message to the designated IIDP Approved Investigators. The system will then display a confirmation message – refer to the next page.

Islet Availability Broadcast Message – The system will display a confirmation message that the Broadcast Message has been sent.



Click on **[Return to menu]** and the system returns the user to the Main Page.

Islet Offer Accepted Email Message – this is an example of an email message that the IIDP Broadcast Staff receives when a PI accepts an islet offer.



4.1 Consent Has Not Been Obtained

Consent Not Obtained – This message will be displayed if ‘No’ is checked for question 3. The rest of the questions will not need to be completed. Click on **[Submit]** at the end of the page. Refer to the next page for the next step in the process.

IIDP - Islet Cell Processing Data Form: Donor Information

Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,928,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	482,000

Unos ID: AKJ_TEST_877 Isolation ID: 877_test_akj

- UNOS ID Number: AKJ_TEST_877
- Isolation ID Number: 877_test_akj
- Was the information confirmed by your supervisor? Yes
- Age:
- Gender:
- Height:
- Weight:
- BMI:
- Ethnicity/Race:
- CMV Status:
- ABO Blood Group:
- HLA Information: 12.1 Class I

Done Internet

The **Distribution Record Form Detail Summary** screen will be displayed with the default of 'No' to the question "Do you want to broadcast an isolation?". The Distribution Record can now be completed – **refer to 5.0 Complete the Distribution Record**. If the user wants to broadcast an isolation, the user must click on 'Yes' to the question "Do you want to broadcast an isolation?" AND must have obtained consent in order to broadcast an isolation.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

		Section	Section Status
[Edit]		General Information	New
[Edit]		Organ Recovery Information	New
[Edit]		Pancreas Characterization in your Laboratory	New
[Edit]	[Add Lot]	Collagenase Information	New
[Edit]		Pancreas Distention Information	New
[Edit]		Digestion Information	New
[Edit]		Islet Characterization Post Digestion	New
[Edit]		Purification Information	New
[Edit]		Islet Microbiology Results Information	New
[Edit]		Mouse Data Information	New

Note: If 'No' is changed to 'Yes' then the three (3) forms required to be completed to broadcast an isolation, as well as the additional islet assessments forms, will be displayed. Refer to the next page.

Save Record

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This **Distribution Form Detail Summary** screen will be displayed if 'Yes' is selected for "Do you want to broadcast an isolation?" within the Distribution Record. **Refer to 6.0 Broadcast an Isolation from within the Distribution Record.**

To broadcast an isolation, complete the first three sections (Donor Information, Characterization of Islets for Distribution Information, and Basic Science Islet Transportation Information) and click on [Save Record & Broadcast Now].

Do you want to broadcast an isolation? No Yes

		Section	Section Status
[Edit]		Donor Information*	New
[Edit]		Characterization of Islets for Distribution Information*	New
[Edit]		Research Islet Transportation Information*	New
[Edit]		Additional Islet Assessments - Preliminary	New
[Edit]		Additional Islet Assessments - Final	New
[Edit]		Optional Islet Assessments	New
[Edit]		General Information*	New
[Edit]		Organ Recovery Information*	New
[Edit]		Pancreas Characterization in your Laboratory	New
[Edit]	[Add Lot]	Collagenase Information	New
[Edit]		Pancreas Distention Information*	New
[Edit]		Digestion Information	New
[Edit]		Islet Characterization Post Digestion	New
[Edit]		Purification Information	New
[Edit]		Islet Microbiology Results Information	New
[Edit]		Mouse Data Information	New

Save Record & Broadcast Now Save Record

4.2 Complete Additional and Optional Islet Assessments

Main Page - Click on the menu option **[Edit/View Existing Quick Broadcast]** under **[Record for All Isolations]**.

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- **Edit/View Existing Quick Broadcasts**
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory

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The system will display the list of existing quick broadcasts for your institution – refer to the next page.

Existing Quick Broadcasts – Click on **[Edit]** of the desired quick broadcast to view and/or complete the additional islet assessments.

The screenshot shows a web browser window with the title "IIDP Website - Quick Broadcast Summary - Microsoft Internet Explorer". The address bar shows the URL "https://stage.coh.org/iidp-distribution/search_summary2.aspx". The page content includes a table with 13 rows of broadcast data. A red arrow points to the "[Edit]" link in the first row.

		UNOS ID#	Isolation ID#	Source	Incomplete	Date Submitted	Pancreas Used For	Institution	Author
1	[Edit]	AKJ_TEST_878	878_test_akj	IIDP	▼	01/09/2010	Basic Science Research	University of Miami	Amy Jacobs
2	[Edit]	M008	M008	IIDP	▼	01/08/2010	Basic Science Research	University of Miami	Staff Member
3	[Edit]	M009	M009	IIDP	▼	01/08/2010	Basic Science Research	University of Miami	Staff Member
4	[Edit]	FF01	FF01	IIDP	▼	01/07/2010	Basic Science Research	University of Miami	Staff Member
5	[Edit]	XYZ098	h786	IIDP	▼	01/06/2010	Basic Science Research	University of Miami	martha antler
6	[Edit]	ABC567	h234	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Barbara Olack
7	[Edit]	JEN0104	104	CIT	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
8	[Edit]	JEN123	12345	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
9	[Edit]	JEN321	32111	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
10	[Edit]	JEN333	33333	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
11	[Edit]	JEN555	555	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
12	[Edit]	TEST01042010	TEST01042010	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	James Cravens
13	[Edit]	M006	M006	CIT		01/03/2010	Basic Science Research	University of Miami	Staff Member

The system will display the Quick Broadcast Detail Summary – refer to the next page.

Quick Broadcast Form Detail Summary - Click on **[View]** to review a previously completed section or **[Edit]** to complete an Additional Islet Assessments section. For this example, click on **[Edit]** of Additional Islet Assessments – Preliminary – refer to the next page.

Note: The Donor Information, Characterization of Islets for Distribution Program, and Research Islet Transportation Information sections information are 'View only' since the quick broadcast has been completed.

	Section	Section Status
[View]	Donor Information	Complete
[View]	Characterization of Islets for Distribution Information	Complete
[View]	Research Islet Transportation Information	Complete
[Edit]	Additional Islet Assessments - Preliminary	New
[Edit]	Additional Islet Assessments - Final	New
[Edit]	Optional Islet Assessments	Optional

Note: The Additional Islet Assessments – Preliminary section must be completed within 10 days of the Quick Broadcast.

The Additional Islet Assessments – Final section must be completed within 30 days of the Quick Broadcast.

The Optional Islet Assessments is optional and can be completed any time after the Quick Broadcast.

Additional Islet Assessments – Preliminary – Complete the questions in this section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

IIDP Website - Islet Cell Processing Data Form: Additional Islet Assessments - Preliminary - Microsoft Internet Explorer

Address: https://stage.coh.org/iidp-distribution/form_isletassess_prelim.aspx?df=1603&r=1&n=1

IIDP - Islet Cell Processing Data Form: Additional Islet Assessments - Preliminary

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,968,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	500,000

Unos ID: AKJ_TEST_878 Isolation ID: 878_test_akj

Enter the preliminary sterility results for the final prep that was broadcasted:

1. Aerobic culture:

1.1 If POSITIVE, specify:
2. Anaerobic culture:

2.1 If POSITIVE, specify:
3. Fungal culture:

3.1 If POSITIVE, specify:

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Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Quick Broadcast Form Detail Summary.

Quick Broadcast Form Detail Summary - Click on **[View]** to review a previously completed section or **[Edit]** to complete the next section. Please note the change in **'Status'** of each section.

The screenshot shows a web browser window with the address `https://stage.coh.org/iidp-distribution/form_summary.aspx?df=1603&r=1&n=1`. The page title is "IIDP Website: Submission Summary - Microsoft Internet Explorer". The browser's address bar and menu bar are visible. The main content area displays a table with the following data:

	Section	Section Status
[View]	Donor Information	Complete
[View]	Characterization of Islets for Distribution Information	Complete
[View]	Research Islet Transportation Information	Complete
[Edit]	Additional Islet Assessments - Preliminary	Complete
[Edit]	Additional Islet Assessments - Final	New
[Edit]	Optional Islet Assessments	Optional

Below the table is a "Save Record" button. A red arrow points from a note box on the left to this button. The page also features a "Norton Safe Search" bar and a "Help Desk" link.

Note: The Donor Information, Characterization of Islets for Distribution Program, and Research Islet Transportation Information sections information are 'View only' since the quick broadcast has been completed.

Note: The Additional Islet Assessments – Preliminary section must be completed within 10 days of the Quick Broadcast.

The Additional Islet Assessments – Final section must be completed within 30 days of the Quick Broadcast.

The Optional Islet Assessments is optional and can be completed at any time after the Quick Broadcast.

Click on **[Save Record]** to save the record in the system. The system will display the confirmation message – refer to the next page.

Additional Islet Assessments – Preliminary - Confirmation Message – This message will be displayed to confirm that the information has been submitted and saved in the system.



Click on **[Done]** and the system will return the user to the Main Page.

Main Page - Click on the menu option [Edit/View Existing Quick Broadcast] under [Record for All Isolations].

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- **Edit/View Existing Quick Broadcast**
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory

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Existing Quick Broadcasts – Click on **[Edit]** of the desired quick broadcast to view and/or complete the additional islet assessments.

The screenshot shows a web browser window with the address bar displaying `https://stage.coh.org/iidp-distribution/search_summary2.aspx`. The page title is "IIDP Website - Quick Broadcast Summary". Below the browser interface is a table with the following data:

		UNOS ID#	Isolation ID#	Source	Incomplete	Date Submitted	Pancreas Used For	Institution	Author
1	[Edit]	AKJ_TEST_878	878_test_akj	IIDP	▼	01/09/2010	Basic Science Research	University of Miami	Amy Jacobs
2	[Edit]	M008	M008	IIDP	▼	01/08/2010	Basic Science Research	University of Miami	Staff Member
3	[Edit]	M009	M009	IIDP	▼	01/08/2010	Basic Science Research	University of Miami	Staff Member
4	[Edit]	FF01	FF01	IIDP	▼	01/07/2010	Basic Science Research	University of Miami	Staff Member
5	[Edit]	XYZ098	h786	IIDP	▼	01/06/2010	Basic Science Research	University of Miami	martha antler
6	[Edit]	ABC567	h234	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Barbara Olack
7	[Edit]	JEN0104	104	CIT	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
8	[Edit]	JEN123	12345	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
9	[Edit]	JEN321	32111	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
10	[Edit]	JEN333	33333	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
11	[Edit]	JEN555	555	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
12	[Edit]	TEST01042010	TEST01042010	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	James Cravens
13	[Edit]	M006	M006	CIT		01/03/2010	Basic Science Research	University of Miami	Staff Member

Quick Broadcast Form Detail Summary - Click on **[View]** to review a previously completed section or **[Edit]** to complete the next section. Please note the change in **'Status'** of each section. For this example, click on **[Edit]** of Additional Islet Assessments – Final.

	Section	Section Status
[View]	Donor Information	Complete
[View]	Characterization of Islets for Distribution Information	Complete
[View]	Research Islet Transportation Information	Complete
[Edit]	Additional Islet Assessments - Preliminary	Complete
[Edit]	Additional Islet Assessments - Final	New
[Edit]	Optional Islet Assessments	Optional

Save Record

Note: The Donor Information, Characterization of Islets for Distribution Program, and Research Islet Transportation Information sections information are 'View only' since the quick broadcast has been completed.

Note: The Additional Islet Assessments – Preliminary section must be completed within 10 days of the Quick Broadcast.

The Additional Islet Assessments – Final section must be completed within 30 days of the Quick Broadcast.

The Optional Islet Assessments is optional and can be completed any time after the Quick Broadcast.

Additional Islet Assessments – Final – Complete the questions in this section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

The screenshot shows a Microsoft Internet Explorer browser window displaying the IIDP website. The address bar shows the URL: https://stage.coh.org/iidp-distribution/form_isletassess_final.aspx?df=1603&r=1&n=1. The page title is "IIDP - Islet Cell Processing Data Form: Additional Islet Assessments - Final".

In the top right corner, there is a table titled "Islet Shipment Summary":

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,968,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	500,000

The main content area shows a form for "Inos ID: AKJ_TEST_878" and "Isolation ID: 878_test_akj". The form contains the following questions:

1. Aerobic culture
1.1 If POSITIVE, specify:
2. Anaerobic culture:
2.1 If POSITIVE, specify:
3. Fungal culture:
3.1 If POSITIVE, specify:

A "Submit" button is located at the bottom right of the form area. A red arrow points from the question mark icon in the first question to the "Submit" button.

At the bottom of the page, there is a logo for IIDP and the text: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope".

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Quick Broadcast Form Detail Summary.

Quick Broadcast Form Detail Summary - Click on **[View]** to review a previously completed section or **[Edit]** to complete the next section. Please note the change in **'Status'** of each section.

The screenshot shows a web browser window with the address bar displaying `https://stage.coh.org/iidp-distribution/form_summary.aspx?df=1603&r=1&n=1`. The page content includes a table with the following data:

	Section	Section Status
[View]	Donor Information	Complete
[View]	Characterization of Islets for Distribution Information	Complete
[View]	Research Islet Transportation Information	Complete
[Edit]	Additional Islet Assessments - Preliminary	Complete
[Edit]	Additional Islet Assessments - Final	New
[Edit]	Optional Islet Assessments	Optional

Below the table is a **Save Record** button. A red arrow points from the **Note** box on the left to this button.

Note: The Donor Information, Characterization of Islets for Distribution Program, and Research Islet Transportation Information sections information are 'View only' since the quick broadcast has been completed.

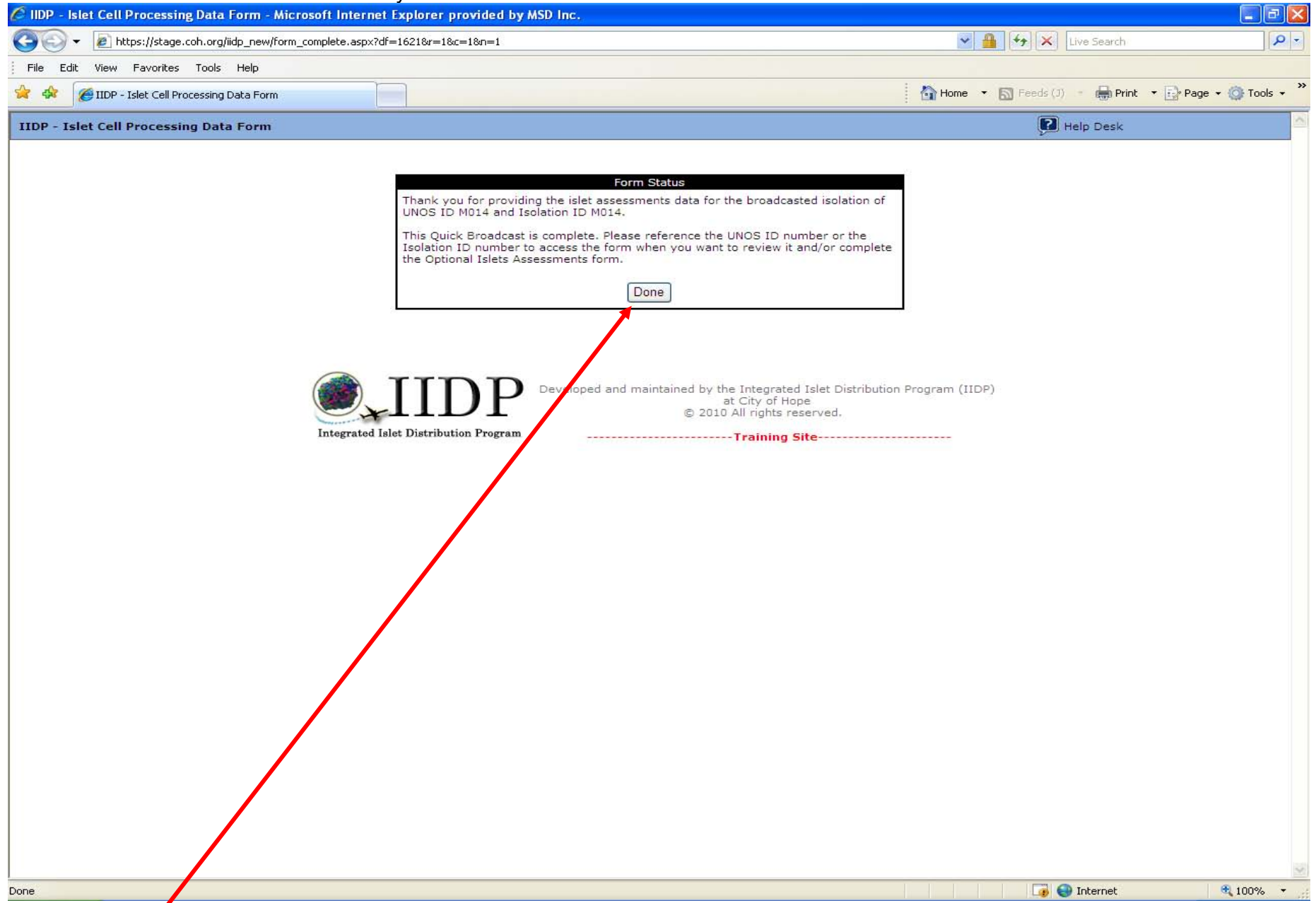
Note: The Additional Islet Assessments – Preliminary section must be completed within 10 days of the Quick Broadcast.

The Additional Islet Assessments – Final section must be completed within 30 days of the Quick Broadcast.

The Optional Islet Assessments is optional and can be completed any time after the Quick Broadcast.

Click on **[Save Record]** to save the record in the system. The system will display the confirmation message – refer to the next page.

Additional Islet Assessments – Final - Confirmation Message – This message will be displayed to confirm that the information has been submitted and saved in the system.



Click on **[Done]** and the system will return the user to the Main Page.

Main Page - Click on the menu option [Edit/View Existing Quick Broadcast] under [Record for All Isolations].

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- **Edit/View Existing Quick Broadcast**
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
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Existing Quick Broadcasts – Click on **[Edit]** of the desired quick broadcast to view and/or complete the additional islet assessments.

The screenshot shows a Microsoft Internet Explorer browser window displaying the IIDP Website - Quick Broadcast Summary page. The address bar shows the URL: https://stage.coh.org/iidp-distribution/search_summary2.aspx. The page features a table with 13 rows of quick broadcast data. A red arrow points to the [Edit] link in the first row of the table.

	[Edit]	UNOS ID#	Isolation ID#	Source	Incomplete	Date Submitted	Pancreas Used For	Institution	Author
1	[Edit]	AKJ_TEST_878	878_test_akj	IIDP	▼	01/09/2010	Basic Science Research	University of Miami	Amy Jacobs
2	[Edit]	M008	M008	IIDP	▼	01/08/2010	Basic Science Research	University of Miami	Staff Member
3	[Edit]	M009	M009	IIDP	▼	01/08/2010	Basic Science Research	University of Miami	Staff Member
4	[Edit]	FF01	FF01	IIDP	▼	01/07/2010	Basic Science Research	University of Miami	Staff Member
5	[Edit]	XY2098	h786	IIDP	▼	01/06/2010	Basic Science Research	University of Miami	martha antler
6	[Edit]	ABC567	h234	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Barbara Olack
7	[Edit]	JEN0104	104	CIT	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
8	[Edit]	JEN123	12345	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
9	[Edit]	JEN321	32111	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
10	[Edit]	JEN333	33333	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
11	[Edit]	JEN555	555	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang
12	[Edit]	TEST01042010	TEST01042010	IIDP	▼	01/04/2010	Basic Science Research	University of Miami	James Cravens
13	[Edit]	M006	M006	CIT		01/03/2010	Basic Science Research	University of Miami	Staff Member

Quick Broadcast Form Detail Summary - Click on **[View]** to review a previously completed section or **[Edit]** to complete the next section. Please note the change in **'Status'** of each section. For this example, click on **[Edit]** of Optional Islet Assessments – refer to the next page.

IIDP Website: Submission Summary - Microsoft Internet Explorer

Address: https://stage.coh.org/iidp-distribution/form_summary.aspx?df=1602&r=1&n=1

	Section	Section Status
[View]	Donor Information	Complete
[View]	Characterization of Islets for Distribution Information	Complete
[View]	Research Islet Transportation Information	Complete
[Edit]	Additional Islet Assessments - Preliminary	Complete
[Edit]	Additional Islet Assessments - Final	Complete
[Edit]	Optional Islet Assessments	Optional

Save Record

Note: The Donor Information, Characterization of Islets for Distribution Program, and Research Islet Transportation Information sections information are 'View only' since the quick broadcast has been completed.

Note: The Additional Islet Assessments – Preliminary section must be completed within 10 days of the Quick Broadcast.

The Additional Islet Assessments – Final section must be completed within 30 days of the Quick Broadcast.

The Optional Islet Assessments is optional and can be completed any time after the Quick Broadcast.

Optional Islet Assessments – Complete the questions in this section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the question and complete the table.

The screenshot shows a Microsoft Internet Explorer browser window displaying the IIDP website. The address bar shows the URL: https://stage.coh.org/iidp-distribution/form_isletassess_optional.aspx?df=1602&r=1&n=1. The page title is "IIDP - Islet Cell Processing Data Form: Additional Islet Assessments - Optional".

In the top right corner, there is a table titled "Islet Shipment Summary":

IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,928,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	500,000

The main content area shows a form for "Uros ID: M009" and "Isolation ID: M009". The first instruction, marked with a question mark icon, reads: "Enter additional tests that were performed on the islets in the table below (e.g., Static Incubation GSIR assay; 12/12/2009; Average SI 5.3; SI 2 - 10; Comments- Static incubation x4 using 20 IEQ/well, low glu 60mg/dl, Hi glu. 300mg/dl, Krebs):".

Below the instruction is a table with the following headers:

Name of Test	Date of Test	Result of Test	Range of Test	Comments
--------------	--------------	----------------	---------------	----------

Below the table is an "Add Islet Assessment" button and a "Submit" button. A red arrow points from the question mark icon in the instruction to the "Add Islet Assessment" button.

At the bottom of the page, the IIDP logo is displayed, along with the text: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." and a red dashed line labeled "Training Site".

Click on **[Add Islet Assessment]** to enter an islet assessment test information – refer to the next page.

Optional Islet Assessments – Complete the questions in this section.

The screenshot shows a Microsoft Internet Explorer browser window displaying the IIDP website. The address bar shows the URL: https://stage.coh.org/iidp-distribution/form_isletassess_optional.aspx?df=1602&r=1&n=1. The main content area is titled "IIDP - Islet Cell Processing" and contains a form for "Islet Assessment". The form fields are:

- Unos ID: M009
- Isolation ID: M009
- Name of the test: [Text Input]
- Date of the test: [Date Picker]
- Result of the test: [Text Input]
- Acceptable range of the test: [Text Input]
- Comments: [Text Input]

At the bottom of the form is a button labeled "Add Islet Assessment". A red arrow points to this button. Below the form is the IIDP logo and text: "IIDP Integrated Islet Distribution Program. Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved. Training Site".

Click on **[Add Islet Assessment]** to enter the islet assessment test information into the table/system – refer to the next page.

Optional Islet Assessments – Click on **[Add Islet Assessment]** to add another islet assessment and repeat the process as needed for all islet assessments that were performed.

The screenshot shows a web browser window with the URL `https://stage.coh.org/iidp-distribution/form_isletassess_optional.aspx?df=1602&r=1&n=1`. The page title is "IIDP - Islet Cell Processing Data Form: Additional Islet Assessments - Optional".

In the top right corner, there is a "Help Desk" link and a table titled "Islet Shipment Summary":

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,928,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	500,000

The main content area shows "Unos ID: M009" and "Isolation ID: M009". Below this is a numbered instruction: "1. Enter additional tests that were performed on the islets in the table below (e.g., Static Incubation GSIR assay; 12/12/2009; Average SI 5.3; SI 2 - 10; Comments- Static incubation x4 using 20 IEQ/well, low glu 60mg/dl, Hi glu. 300mg/dl, Krebs):".

Below the instruction is a table with the following columns: Name of Test, Date of Test, Result of Test, Range of Test, and Comments. A row is present with the following data: [Edit], test A, 1/13/2010, result A, 30 - 60, testing, [Delete].

Below the table are two buttons: "Add Islet Assessment" and "Submit". A red arrow points to the "Submit" button.

At the bottom of the page, there is a logo for "IIDP Integrated Islet Distribution Program" and text: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." Below this is a red dashed line with the text "-----Training Site-----".

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Quick Broadcast Form Detail Summary.

Quick Broadcast Form Detail Summary - Click on **[View]** to review a previously completed section or **[Edit]** to complete the next section. Please note the change in **'Status'** of each section.

The screenshot shows a web browser window titled "IIDP Website: Submission Summary - Microsoft Internet Explorer". The address bar shows the URL: https://stage.coh.org/iidp-distribution/form_summary.aspx?df=16028&r=1&n=1. The page content includes a table with the following data:

	Section	Section Status
[View]	Donor Information	Complete
[View]	Characterization of Islets for Distribution Information	Complete
[View]	Research Islet Transportation Information	Complete
[Edit]	Additional Islet Assessments - Preliminary	Complete
[Edit]	Additional Islet Assessments - Final	Complete
[Edit]	Optional Islet Assessments	Optional

Below the table is a "Save Record" button. A red arrow points from a note box to this button. The page also features a "Norton Safe Search" bar and a "Help Desk" link.

Note: The Donor Information, Characterization of Islets for Distribution Program, and Research Islet Transportation Information sections information are 'View only' since the quick broadcast has been completed.

Note: The Additional Islet Assessments – Preliminary section must be completed within 10 days of the Quick Broadcast.

The Additional Islet Assessments – Final section must be completed within 30 days of the Quick Broadcast.

The Optional Islet Assessments is optional and can be completed any time after the Quick Broadcast.

Click on **[Save Record]** to save the record in the system. The system will display the confirmation message – refer to the next page.

Optional Islet Assessments – Confirmation Message – This message will be displayed to confirm that the information has been submitted and saved in the system.



Click on **[Done]** and the system will return the user to the Main Page.

Main Page - Click on any menu option as needed OR click on **[Log off]** to log out of the system.

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- Edit/View Existing Quick Broadcast
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory

Documentation

- Standard Operating Procedures (SOPs)

User Profile

- User Information
- CHANGE PASSWORD

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5.0 Complete a Distribution Record

Main Page - Click on the menu option **[Enter New Distribution Record]** under **[Record for All Isolations]**.

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- Edit/View Existing Quick Broadcast
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory

Documentation

- Standard Operating Procedures (SOPs)

User Profile

- User Information
- CHANGE PASSWORD

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Click on **[Complete a Distribution Record]** to complete a distribution record - refer to the next page.

The screenshot shows a Microsoft Internet Explorer browser window. The title bar reads "IIDP Website - Microsoft Internet Explorer". The address bar contains the URL "https://stage.coh.org/iidp-distribution/form_action.aspx". The Norton Safe Search bar is visible above the main content area. The main content area features a light blue box with the text "Please select what you would like to complete today." and two buttons: "Quick Broadcast" and "Complete a Distribution Record". A red arrow points from the instruction above to the "Complete a Distribution Record" button. At the bottom of the page, the IIDP logo is displayed, along with the text "Integrated Islet Distribution Program" and "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." Below this text is a red dashed line with the text "-----Training Site-----". The browser's status bar at the bottom shows "Done" and "Internet".

UNOS ID and Islet Isolation ID Screen - Enter the UNOS ID number and the Islet Isolation ID number and select the Islet Source for the new Islet Isolation and then click on **[Submit]**. Click on **[Cancel]** to return to the Main Page. Refer to pages 11 – 14 for information regarding if a duplicate UNOS ID and/or Isolation ID is entered.

form_duplicate - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/form_duplicate.aspx Go Links >>

Norton Norton Safe Search Search Cards & Log-ins

[IIDP Home] [Log off] Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,968,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	500,000


IIDP – Islet Cell Processing Data Form

New ICP Data Form

UNOS ID Number:

Islet Isolation ID Number:

Enter Islet Source:

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Menu ready for use Internet

The **Distribution Record Form Detail Summary** screen will be displayed with the default of 'No' to the question "Do you want to broadcast an isolation?". The Distribution Record can now be completed. Click on **[Edit]** of a designated section to display the form to complete.

IIDP Website: Submission Summary - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/form_summary.aspx?df=1604&n=1 Go Links

Norton Norton Safe Search Search Cards & Log-ins

[IIDP Home] [Log off] Help Desk

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

	Section	Section Status
[Edit]	General Information	New
[Edit]	Organ Recovery Information	New
[Edit]	Pancreas Characterization in your Laboratory	New
[Edit] [Add Lot]	Collagenase Information	New
[Edit]	Pancreas Distention Information	New
[Edit]	Digestion Information	New
[Edit]	Islet Characterization Post Digestion	New
[Edit]	Purification Information	New
[Edit]	Islet Microbiology Results Information	New
[Edit]	Mouse Data Information	New
[Edit]	Clinical Islet Transportation Information	New

Save Record

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Menu ready for use Internet

Distribution Record Form Detail Summary - The system will display the **Status** of each section as 'New', 'Complete', or 'Incomplete'. All sections need to be 'Complete' for the Distribution Record to be considered complete.

IIDP Website: Submission Summary - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/form_summary.aspx?df=1604&n=1

Norton Norton Safe Search Search Cards & Log-ins

[IIDP Home] [Log off] Help Desk

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

	Section	Section Status
[Edit]	General Information	New
[Edit]	Organ Recovery Information	New
[Edit]	Pancreas Characterization in your Laboratory	New
[Edit] [Add Lot]	Collagenase Information	New
[Edit]	Pancreas Distention Information	New
[Edit]	Digestion Information	New
[Edit]	Islet Characterization Post Digestion	New
[Edit]	Purification Information	New
[Edit]	Islet Microbiology Results Information	New
[Edit]	Mouse Data Information	New
[Edit]	Clinical Islet Transportation Information	New

Save Record

Note: In the General Information section for Question 3.2, if 'Clinical Transplant' is not selected, then this section on the Distribution Detail Summary screen will not be displayed.

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NOTE: The user may randomly select the order in which to complete each section (e.g., General Information section, then the Collagenase Information section, then the Pancreas Characterization at ICR section, etc.). However for the purpose of this User's Guide, the sections will be discussed in the order as listed above.

General Information section – Complete the questions in the General Information section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

NOTE: The UNOS ID number and the Isolation ID number are displayed in the top left hand corner of every section.

Un's ID: AKJ_TEST_676 Isolation ID: 676_test_akj

1. UNOS ID Number: AKJ_TEST_676

2. Islet Isolation ID number: 676_test_akj

3. For what purpose was the pancreas processed?

3.1 Intended for: [Dropdown]

3.2 Used for: Research

IF Used For Clinical Transplant:

3.2.1 Were islets transplanted under the CIT protocol? No Yes

3.2.1.1 If NO, specify: [Gray field]

3.2.1.2 If OTHER, specify: [Gray field]

IF Used For Research:

3.2.2 Was the informed consent to use the pancreas for research purposes obtained by the OPO and confirmed by your staff? No Yes

3.2.3 Source of islets broadcasted through the distribution program:

3.2.3.1 Number of approved studies that received islets from this isolation: 0

3.2.4 Were islets given to investigators outside of the Islet Allocation System? No Yes

These fields will auto-fill with the UNOS and Isolation ID numbers initially entered.

Pink indicates a required field.

Gray indicates a conditional field. A field that is gray may turn pink and be required based on the answer to another question.

Each section in the form is considered a 'single page'. You can use the **scroll bar** to scroll down to the bottom of the section. The **General Information section** is continued on the next page.

General Information section (continued)

IIDP - Islet Cell Processing Data Form: General Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print Mail Stop

Address https://stage.coh.org/iidp-distribution/form_general.aspx?df=1604&r=1&n=1 Go Links

Norton Norton Safe Search Search Cards & Log-ins

3.2.5 How many IEQs were used for QC purposes? IEQs Not Documented

3.2.6 How many IEQs were used for your research? IEQs Not Documented

IF Not Used At All:

3.2.7 Provide a reason why pancreas was not used:

3.2.8 Select ALL the sections that CANNOT be completed with the existing data about the pancreas (NOTE: The General Information, Organ Recovery, and Pancreas Characterization in your laboratory sections must be completed):

3.2.8.1 Collagenase Information section

3.2.8.2 Pancreas Distention Information section

3.2.8.3 Digestion Information section

3.2.8.4 Islet Characterization Post Digestion section

3.2.8.5 Purification Information section

3.2.8.6 Islet Microbiology Results Information section

3.2.8.7 Mouse Data Information section

Submit

Done Internet

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Distribution Record Form Detail Summary.

Distribution Record Detail Summary - Click on **[Edit]** to complete the next section. Please note the change in **'Status'** of the General Information section.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

	Section	Section Status
[Edit]	General Information	Complete
[Edit]	Organ Recovery Information	New
[Edit]	Pancreas Characterization in your Laboratory	New
[Edit] [Add Lot]	Collagenase Information	New
[Edit]	Pancreas Distention Information	New
[Edit]	Digestion Information	New
[Edit]	Islet Characterization Post Digestion	New
[Edit]	Purification Information	New
[Edit]	Islet Microbiology Results Information	New
[Edit]	Mouse Data Information	New

[Save Record](#)

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The user may close out of a Distribution Record at any time - Click on **[Save Record]** to submit the Distribution Record to the system. The system will display a confirmation message that an Incomplete Distribution Record has been submitted if all the sections do not have a **'Complete'** status.

Organ Recovery Information section – Complete the questions in the Organ Recovery Information section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

IIDP - Islet Cell Processing Data Form: Organ Recovery Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Mail Print

Address https://stage.coh.org/iidp-distribution/form_organ.aspx?df=1604&r=1&n=1 Go Links

Norton Norton Safe Search Search Cards & Log-ins

IIDP - Islet Cell Processing Data Form: Organ Recovery Information Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,968,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	500,000

Unos ID: AKJ_TEST_676 Isolation ID: 676_test_akj

- Date and time of cross clamp: (24 hour clock) Not Documented
- Date and time of pancreas recovery: (24 hour clock) Not Documented
- Answer the following questions about the overall condition of the pancreas after organ procurement but before transport to your laboratory as documented in the OPO paperwork:
 - Was the organ intact? No Yes Not Documented
 - Was there any macroscopic damage on the organ (hematoma, bruise, extensive cauterization)? No Yes Not Documented
 - Was there any edema? No Yes Not Documented
- Was an additional treatment performed on the pancreas prior to preservation? No Yes Not Documented
 - If YES, select the additional treatment performed:
 - If OTHER, specify:
- Describe pancreas preservation below:

Organ Recovery Information section (continued)

IIDP - Islet Cell Processing Data Form: Organ Recovery Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Print Mail RSS Feeds

Address https://stage.coh.org/iidp-distribution/form_organ.aspx?df=1604&r=1&n=1 Go Links

Norton Norton Safe Search Search Cards & Log-ins

5. Describe pancreas preservation below:

5.1 Date and time pancreas placed in preservation solution for shipping: (24 hour clock) Not Documented Not Done

5.2 Describe the preservation solution used for shipping:

5.2.1 If OTHER, specify:

5.2.2 If TWO LAYER

5.2.2.1 Top

5.2.2.1.1 If OTHER, specify:

5.2.2.2 Bottom

5.2.2.2.1 If OTHER, specify:

5.3 Once received at your laboratory, was the pancreas placed in a different preservation solution after shipping? No Yes

5.3.1 If YES, answer the following questions:

5.3.1.1 Date and time pancreas placed in the preservation solution at your laboratory: (24 hour clock) Not Documented

5.3.1.2 Describe the preservation solution used in your laboratory:

5.3.1.2.1 If OTHER, specify:

5.3.1.2.2 If TWO LAYER

5.3.1.2.2.1 Top

5.3.1.2.2.1.1 If OTHER, specify:

Done Internet

Organ Recovery Information section (continued)

IIDP - Islet Cell Processing Data Form: Organ Recovery Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print Mail Stop

Address https://stage.coh.org/iidp-distribution/form_organ.aspx?df=1604&r=1&n=1 Go Links

Norton Norton Safe Search Search Cards & Log-ins

5.3.1.2 Describe the preservation solution used in your laboratory:

5.3.1.2.1 If OTHER, specify:

5.3.1.2.2 If TWO LAYER

5.3.1.2.2.1 Top

5.3.1.2.2.1.1 If OTHER, specify:

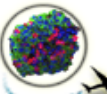
5.3.1.2.2.2 Bottom

5.3.1.2.2.2.1 If OTHER, specify:

5.3.2 Duration of time pancreas in shipping preservation solution: Hours Minutes Not Documented Not Done

6. Pancreas procurement team:

Submit

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Done Internet

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Distribution Record Detail Summary.

Distribution Record Detail Summary – Click on **[Edit]** to complete the next section. Please note the change in **'Status'** of each section.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

		Section	Section Status
[Edit]		General Information	Complete
[Edit]		Organ Recovery Information	Complete
[Edit]		Pancreas Characterization in your Laboratory	New
[Edit]	[Add Lot]	Collagenase Information	New
[Edit]		Pancreas Distention Information	New
[Edit]		Digestion Information	New
[Edit]		Islet Characterization Post Digestion	New
[Edit]		Purification Information	New
[Edit]		Islet Microbiology Results Information	New
[Edit]		Mouse Data Information	New

[Save Record](#)

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The user may close out of a Distribution Record at any time - Click on **[Save Record]** to submit the Distribution Record to the system. The system will display a confirmation message that an Incomplete Distribution Record has been submitted if all the sections do not have a **'Complete'** status.

Pancreas Characterization at Center section – Complete the questions in the Pancreas Characterization at Center section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

The screenshot shows a web browser window with the following elements:

- Browser title: IIDP - Islet Cell Processing Data Form: Pancreas Characterization at Center - Microsoft Internet Explorer
- Address bar: https://stage.coh.org/iidp-distribution/form_panchar.aspx?df=1604&r=1&n=1
- Search bar: Norton Safe Search
- Page title: IIDP - Islet Cell Processing Data Form: Pancreas Characterization at Center
- Help Desk icon
- Table: Islet Shipment Summary

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,968,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	500,000

Unos ID: AKJ_TEST_676 Isolation ID: 676_test_akj

1. Answer the following questions about the overall condition of the pancreas upon arrival at your laboratory:

- 1.1 ? Was the organ intact? No Yes Not Documented
- 1.2 ? Was there any macroscopic damage on the organ (hematoma, bruise, extensive cauterization)? No Yes Not Documented
- 1.3 ? Was there any edema? No Yes Not Documented

2. ? Describe the surface fat of the pancreas (select one):

3. ? Describe the fat infiltration of the pancreas (select one):

4. ? Comments regarding pancreas characterization:

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Distribution Record Detail Summary.

Distribution Record Detail Summary - Click on **[Edit]** to complete the next section. Please note the change in **'Status'** of each section.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

		Section	Section Status
[Edit]		General Information	Complete
[Edit]		Organ Recovery Information	Complete
[Edit]		Pancreas Characterization in your Laboratory	Complete
[Edit]	[Add Lot]	Collagenase Information	New
[Edit]		Pancreas Distention Information	New
[Edit]		Digestion Information	New
[Edit]		Islet Characterization Post Digestion	New
[Edit]		Purification Information	New
[Edit]		Islet Microbiology Results Information	New
[Edit]		Mouse Data Information	New

Save Record

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The user may close out of a Distribution Record at any time - Click on **[Save Record]** to submit the Distribution Record to the system. The system will display a confirmation message that an Incomplete Distribution Record has been submitted if all the sections do not have a **'Complete'** status.

Collagenase Information section – Complete the questions in the Collagenase Information section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

IIDP - Islet Cell Processing Data Form: Collagenase Information

Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,968,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	500,000

Units ID: AKJ_TEST_676 Isolation ID: 676_test_akj

1. Collagenase Lots and Concentrations:

1.1 Collagenase Manufacturer:

1.1.1 If OTHER, specify:

1.2 Collagenase Type:

1.2.1 If OTHER, specify:

1.3 What base medium was used to dilute the collagenase?

1.3.1 If OTHER, specify:

1.4 Were any additives added by your laboratory? No Yes Not Documented

1.4.1 If YES, select ALL the additives that were added and indicate the amounts of each:

>> <<

Amount used (optional)

javascrip:openHelpDesk('1604', 'iidp-distribution/form_collinfo.aspx?df=1604&r=1&n=1')

Collagenase Information section continued – Question 1.4 – Additives Used – refer to the next page.

IIDP Website - Islet Cell Processing Data Form: Collagenase Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print Mail Stop

Address https://stage.coh.org/iidp-distribution/form_collinfo.aspx?df=1604&r=1&n=1 Go Links

Norton Norton Safe Search Search Cards & Log-ins

1.4 Were any additives added by your laboratory? No Yes Not Documented

1.4.1 If YES, select ALL the additives that were added and indicate the amounts of each:

Aprotinin (Trasylol)	>>		Amount used (optional)
Calcium Chloride (CaCl)	<<		
Ciprofloxacin			
DNAse (Pulmozyme)			
Heparin			

Above is a list of available additives. Click on an additive to add.

Above is a list of selected additives.

Add other additives

Specify additional additives (Enter an additive in the text box and then click on the 'Add other additives' button to add the additive to the list. Repeat as needed.):

1.5 Collagenase Vendor Lot Number: Not Documented

Collagenase Concentration

1.5.1 Based on calculations using manufacturer data (i.e. certificate of analysis), how much collagenase was used? Not Documented

1.5.2 Was in-house laboratory testing performed on the collagenase to confirm manufacturer specifications? No Yes

1.5.2.1 If YES, answer the following questions:

1.5.2.1.1 What was the measured collagenase activity, as determined by in-house laboratory testing? Testing Not Performed

Internet

Note: Refer to next page.

Collagenase Information section continued – Question 1.4 – Additives Used – refer to the note.

IIDP Website - Islet Cell Processing Data Form: Collagenase Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Mail Print View Links

Address https://stage.coh.org/iidp-distribution/form_collinfo.aspx?df=1604&r=1&n=1 Go Links

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1.3.1 If OTHER, specify:

1.4 No Yes Not Documented
Were any additives added by your laboratory?

1.4.1 If YES, select ALL the additives that were added and indicate the amounts of each:

Aprotinin (Trasylol)	>>	DNase (Pulmozyme)	100
Calcium Chloride (CaCl)	<<		Amount used (optional)
Ciprofloxacin			
Heparin			
HEPES			

Above is a list of available additives. Click on an additive to add.

Above is a list of selected additives.

Add other additives

Specify additional additives (Enter an additive in the text box and then click on the 'Add other additives' button to add the additive to the list. Repeat as needed.):

1.5 Collagenase Vendor Lot Number:

Collagenase Concentration

1.5.1 Based on calculations using manufacturer data (i.e. certificate of analysis), how much collagenase was used?

1.5.2 No Yes
Was in-house laboratory testing performed on the collagenase to confirm manufacturer specifications?

1.5.2.1 If YES, answer the following questions:

1.5.2.1.1 What was the measured collagenase activity, as determined by in-house laboratory testing?

NOTE: If 'Yes' is selected for 1.4, then the additives used can be selected from the pick list or entered in the textbox and then click on [Add other additives]. The selected additives are added to the middle textbox with the ability to remove additives from that textbox as needed.

Then click on the selected additive to enter the amount used – this is optional. Repeat the process as needed to enter the amount used for each selected additive.

Collagenase Information section (continued)

IIDP Website - Islet Cell Processing Data Form: Collagenase Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print Mail Stop

Address https://stage.coh.org/iidp-distribution/form_collinfo.aspx?df=1604&r=1&n=1 Go Links

Norton Norton Safe Search Search Cards & Log-ins

1.5.2.1 If YES, answer the following questions:

1.5.2.1.1 What was the measured collagenase activity, as determined by in-house laboratory testing? Testing Not Performed

1.5.2.1.2 What was the measured weight or volume of the vial of collagenase, as determined by in-house laboratory testing? Testing Not Performed

Neutral Protease Concentration

1.5.3 Was neutral protease added to the collagenase solution (either in addition to or in lieu of a purchased collagenase/neutral protease blend)? No Yes Not Documented

1.5.3.1 If YES, answer the following questions:

1.5.3.1.1 Neutral protease manufacturer: If OTHER, specify:

1.5.3.1.1.1 If OTHER, specify:

1.5.3.1.2 Neutral protease type: If OTHER, specify:

1.5.3.1.2.1 If OTHER, specify:

1.5.3.1.3 Neutral Protease Lot Number:

1.5.3.1.4 Based on calculations using manufacturer data (i.e. certificate of analysis), how much neutral protease was used?

1.5.4 Was in-house laboratory testing performed on the neutral protease to confirm manufacturer specifications? No Yes

1.5.4.1 If YES, answer the following questions:

Internet

Collagenase Information section (continued)

IIDP Website - Islet Cell Processing Data Form: Collagenase Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Mail Print View Source Help

Address https://stage.coh.org/iidp-distribution/form_collinfo.aspx?df=16048r=1&n=1 Go Links

Norton Norton Safe Search Search Cards & Log-ins

1.5.4 No Yes
Was in-house laboratory testing performed on the neutral protease to confirm manufacturer specifications?


1.5.4.1 If YES, answer the following questions:

1.5.4.1.1 What was the measured neutral protease activity, as determined by in-house laboratory testing? Testing Not Performed

1.5.4.1.2 What was the measured weight or volume of the vial of neutral protease, as determined by in-house laboratory testing? Testing Not Performed

1.6 Final volume of collagenase solution: mL Not Documented

1.7 Comments regarding the collagenase:

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Internet

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Distribution Record Detail Summary.

OR

Click on **[Add Another Lot]** to complete the questions for an additional Collagenase Lot number. - refer to next page.

Additional Collagenase Lot Number - Complete the questions for an additional Collagenase Lot Number. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

IIDP - Islet Cell Processing Data Form: Collagenase Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Mail Print Address Book Favorites

Address https://stage.coh.org/iidp-distribution/form_collot.aspx?df=1604&r=1&group=1&n=1 Go Links

Norton Norton Safe Search Search Cards & Log-ins

IIDP - Islet Cell Processing Data Form: Collagenase Lot Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,968,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	500,000

Unos ID: AKJ_TEST_676 Isolation ID: 676_test_akj

1.1 Collagenase Manufacturer:

1.1.1 If OTHER, specify:

1.2 Collagenase Type:

1.2.1 If OTHER, specify:

1.5 Collagenase lot number: Not Documented

Collagenase Concentration

1.5.1 Based on calculations using manufacturer data (i.e. certificate of analysis), how much collagenase was used? Not Documented

1.5.2 Was in-house laboratory testing performed on the collagenase to confirm manufacturer specifications? No Yes

1.5.2.1 If YES, answer the following questions:

1.5.2.1.1 What was the measured collagenase activity, as determined by in-house laboratory testing?

Testing Not

Done Internet

Additional Collagenase Lot Number (continued)

IIDP - Islet Cell Processing Data Form: Collagenase Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/form_collot.aspx?df=1604&r=1&group=1&n=1 Go Links

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	1.5.2.1.2	What was the measured weight or volume of the vial of collagenase, as determined by in-house laboratory testing?	<input type="text"/>	Performed
				<input type="checkbox"/> Testing Not Performed
Neutral Protease Concentration				
1.5.3	Was Neutral Protease added to the collagenase solution (either in addition to or in lieu of a purchased collagenase/neutral protease blend)?		<input type="checkbox"/> No	<input type="checkbox"/> Yes
				<input type="checkbox"/> Not Documented
1.5.3.1	If YES, answer the following questions:			
1.5.3.1.1	Neutral protease manufacturer:		<input type="text"/>	
	1.5.3.1.1.1	If OTHER, specify:	<input type="text"/>	
1.5.3.1.2	Neutral protease type:		<input type="text"/>	
	1.5.3.1.2.1	If OTHER, specify:	<input type="text"/>	
1.5.3.1.3	Neutral Protease lot number:		<input type="text"/>	
1.5.3.1.4	Based on calculations using manufacturer data (i.e. certificate of analysis), how much Neutral Protease was used?		<input type="text"/>	<input type="text"/>
1.5.4	Was in-house laboratory testing performed on the Neutral Protease to confirm manufacturer specifications?		<input type="checkbox"/> No	<input type="checkbox"/> Yes
1.5.4.1	If YES, answer the following questions:			
1.5.4.1.1	What was the measured neutral protease activity, as determined by in-house laboratory testing?		<input type="text"/>	<input type="text"/>
				<input type="checkbox"/> Testing Not Performed
1.5.4.1.2	What was the measured weight or volume of the vial of neutral protease, as determined by in-house laboratory testing?		<input type="text"/>	<input type="text"/>
				<input type="checkbox"/> Testing Not Performed

Done Internet

Additional Collagenase Lot Number (continued)


IIDP - Islet Cell Processing Data Form: Collagenase Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/form_collot.aspx?df=16048r=1&group=1&n=1 Go Links >>

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1.5.3.1.2.1			If OTHER, specify:	<input type="text"/>
1.5.3.1.3	Netural Protease lot number:			<input type="text"/>
1.5.3.1.4	Based on calculations using manufacturer data (i.e. certificate of analysis), how much Netural Protease was used?			<input type="text"/>
1.5.4	Was in-house laboratory testing performed on the Netural Protease to confirm manufacturer specifications?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
1.5.4.1	If YES, answer the following questions:			
1.5.4.1.1	What was the measured neutral protease activity, as determined by in-house laboratory testing?			<input type="text"/> <input type="checkbox"/> Testing Not Performed
1.5.4.1.2	What was the measured weight or volume of the vial of neureal protease, as determined by in-house laboratory testing?			<input type="text"/> <input type="checkbox"/> Testing Not Performed

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Done Internet

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Distribution Record Detail Summary.

OR

Click on **[Add Another Lot]** to complete the questions for an additional Collagenase Lot number. Repeat the process as many times as needed.

Distribution Record Detail Summary WITHOUT an additional collagenase lot number – Click on **[Edit]** to complete the next section. Click on **[Add Lot]** to add another collagenase lot number.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

		Section	Section Status
[Edit]		General Information	Complete
[Edit]		Organ Recovery Information	Complete
[Edit]		Pancreas Characterization in your Laboratory	Complete
[Edit]	[Add Lot]	Collagenase Information	Complete
[Edit]		Pancreas Distention Information	New
[Edit]		Digestion Information	New
[Edit]		Islet Characterization Post Digestion	New
[Edit]		Purification Information	New
[Edit]		Islet Microbiology Results Information	New
[Edit]		Mouse Data Information	New

Save Record

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The user may close out of a Distribution Record at any time - Click on **[Save Record]** to submit the Distribution Record to the system. The system will display a confirmation message that an Incomplete Batch Record has been submitted if all the sections do not have a **'Complete'** status.

Distribution Record Detail Summary WITH an additional collagenase lot number – Click on **[Edit]** to complete the next section. Click on **[Add Lot]** to add another collagenase lot number. Click on **[Delete]** to remove an additional collagenase lot number. Please note the change in **'Status'** of each section.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

		Section	Section Status	
[Edit]		General Information*	Complete	
[Edit]		Organ Recovery Information*	Complete	
[Edit]		Pancreas Characterization in your Laboratory	Complete	
[Edit]	[Add Lot]	Collagenase Information	Complete	
[Edit]		Collagenase Lots 1	Complete	[Delete]
[Edit]		Pancreas Distention Information*	New	
[Edit]		Digestion Information	New	
[Edit]		Islet Characterization Post Digestion	New	
[Edit]		Purification Information	New	
[Edit]		Islet Microbiology Results Information	New	
[Edit]		Mouse Data Information	New	

Save Record

Note: The user has the ability to delete additional collagenase lot(s) as needed.

The user may close out of a Distribution Record at any time - Click on **[Save Record]** to submit the Distribution Record to the system. The system will display a confirmation message that an Incomplete Batch Record has been submitted if all the sections do not have a **'Complete'** status.

Pancreas Distention Information section – Complete the questions in the Pancreas Distention Information section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

IIDP - Islet Cell Processing Data Form: Pancreas Distention Information - Microsoft Internet Explorer

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Address https://stage.coh.org/iidp-distribution/form_distention.aspx?df=1604&r=1&n=0 Go Links >>

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IIDP - Islet Cell Processing Data Form: Pancreas Distention Information Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,968,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	500,000

Unos ID: AKJ_TEST_676 Isolation ID: 676_test_akj

1. ? Date and time pancreas removed from the preservation solution: (24 hour clock) Not Documented
2. ? Duration of time pancreas in your laboratory preservation solution: Hours Minutes Not Documented Not Done
3. ? Total duration of pancreas preservation: Hours Minutes Not Documented
4. ? Date and time dissection in lab started: (24 hour clock) Not Documented
5. ? What was the temperature of the pancreas pre-dissection? (°Celsius) Not Measured
6. ? Date and time dissection completed: (24 hour clock) Not Documented
7. ? What was the temperature of the pancreas post-dissection? (°Celsius) Not Measured
8. ? Duration of dissection: Hours Minutes Not Documented
9. ? What was the pre-distention weight of the pancreas? (Refer to the mouseover definition.) gm Not Documented Not Measured

Done Internet

Pancreas Distention Information section [Add Perfusion] - Complete the questions for the Perfusion Data.

The screenshot shows a web browser window titled "IIDP - Islet Cell Processing Data Form: Perfusion Data". The main content area contains a form for entering perfusion data. The form is titled "Unos ID: AKJ_TEST_676 Isolation ID: 676_test_akj". Below the title, there is a section for "Perfusion Data" with the following fields:

Field	Unit	Not Documented	Not Done
Time	(24 hour clock)	<input type="checkbox"/>	<input type="checkbox"/>
Body and Tail Temperature	°C	<input type="checkbox"/>	<input type="checkbox"/>
Body and Tail Pressure	mmHg	<input type="checkbox"/>	<input type="checkbox"/>
Body and Tail Flow Rate	mL/min	<input type="checkbox"/>	<input type="checkbox"/>
Head Temperature	°C	<input type="checkbox"/>	<input type="checkbox"/>
Head Pressure	mmHg	<input type="checkbox"/>	<input type="checkbox"/>
Head Flow Rate	mL/min	<input type="checkbox"/>	<input type="checkbox"/>

At the bottom of the form is an "Add Perfusion" button. A red arrow points to this button. To the left of the form is a list of questions, and to the right is a summary table.

Summary Table:

Field	Value
Weight	2,000,000
Weight	1,968,000
Weight	500,000
Weight	500,000

Click on **[Add Perfusion]** to add Perfusion Data - refer to the next page.

Pancreas Distention Information section (continued) - The system adds the measurements to the table.
 Click on **[Edit]** to edit the measurements or click on **[Delete]** to delete the measurements from the table. (The data is fictional.)

12. No Yes
 Were multiple measurements of temperature, pressure, and/or flow rate collected during perfusion?

12.1 If YES, complete the following table:

Perfusion Data								
	Time (24 hour clock)	Body & Tail Temp (C)	Body & Tail Pressure (mmHg)	Body & Tail Flow Rate (mL/min)	Head Temp (C)	Head Pressure (mmHg)	Head Flow Rate (mL/min)	
[Edit]	15:30	22.00	33.00	15	24.00	44.00	20	[Delete]

13. Describe the quality of the distention:
 13.1 Body and Tail:
 13.2 Head:

14. Date and time perfusion ended: (24 hour clock) Not Documented

15. Duration of perfusion: Hours Minutes Not Documented

16. Was the pancreas cut into pieces prior to being placed into the digestion chamber? No Yes Not Documented

16.1 If YES, answer the following questions:
 16.1.1 How many pancreatic pieces were loaded into the chamber?
 16.1.2 What was the average length of the pancreatic pieces?

17. Comments regarding the pancreas distention process:

Repeat the **[Add Perfusion]** process as needed to enter all the measurements collected.

Pancreas Distention Information section (continued)

IIDP - Islet Cell Processing Data Form: Pancreas Distention Information - Microsoft Internet Explorer

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14. ? Date and time perfusion ended: Not Documented
(24 hour clock)

15. ? Duration of perfusion: Hours Minutes Not Documented

16. ? Was the pancreas cut into pieces prior to being placed into the digestion chamber? No Yes Not Documented


16.1 If YES, answer the following questions:

16.1.1 ? How many pancreatic pieces were loaded into the chamber?

16.1.2 ? What was the average length of the pancreatic pieces?

17. ? Comments regarding the pancreas distention process:

Submit

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Done Internet

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Distribution Record Detail Summary.

Distribution Record Detail Summary – Click on **[Edit]** to complete the next section. Please note the change in **'Status'** of each section.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

		Section	Section Status	
[Edit]		General Information*	Complete	
[Edit]		Organ Recovery Information*	Complete	
[Edit]		Pancreas Characterization in your Laboratory	Complete	
[Edit]	[Add Lot]	Collagenase Information	Complete	
[Edit]		Collagenase Lots 1	Complete	[Delete]
[Edit]		Pancreas Distention Information*	Complete	
[Edit]		Digestion Information	New	
[Edit]		Islet Characterization Post Digestion	New	
[Edit]		Purification Information	New	
[Edit]		Islet Microbiology Results Information	New	
[Edit]		Mouse Data Information	New	

[Save Record](#)

The user may close out of a Distribution Record at any time - Click on **[Save Record]** to submit the Distribution Record to the system. The system will display a confirmation message that an Incomplete Distribution Record has been submitted if all the sections do not have a **'Complete'** status.

Digestion Information section – Complete the questions in the Digestion Information section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

IIDP - Islet Cell Processing Data Form: Digestion Information - Microsoft Internet Explorer

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IIDP - Islet Cell Processing Data Form: Digestion Information Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,968,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	500,000

Unos ID: AKJ_TEST_676 Isolation ID: 676_test_akj

1. What digestion method was used?

1.1 If OTHER, specify:
2. Date and time digestion phase started (Re-circulation Phase 1):

(24 hour clock) Not Documented
3. Date and time digestion phase stopped:

(24 hour clock) Not Documented
4. Duration of digestion phase: Hours Minutes Not Documented
5. Indicate how cold ischemia time was defined (select one):

5.1 If OTHER, describe:
6. Duration of cold ischemia: Hours Minutes Not Documented
7. Specify the criteria used to determine the start of dilution (i.e. switch time)? (Check ALL that apply):

7.1 % of free islets observed

7.2 % of embedded islets observed

Internet

Digestion Information section (continued)

IIDP - Islet Cell Processing Data Form: Digestion Information - Microsoft Internet Explorer

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7. Specify the criteria used to determine the start of dilution (i.e. switch time)? (Check ALL that apply):

7.1 % of free islets observed

7.2 % of embedded islets observed

7.3 Size of islets

7.4 Other

7.4.1 If OTHER, specify:

8. Date and time dilution phase started (Phase II): Not Documented (24 hour clock)

9. Date and time dilution phase stopped: Not Documented (24 hour clock)

10. Duration of dilution phase: Hours Minutes Not Documented

11. Type of solution used for dilution:

11.1 If OTHER, specify:

11.2 Were any additives added by your laboratory? No Yes Not Documented

11.2.1 If YES, select ALL the additives that were added and indicate the amount of each:

Ciprofloxacin
DNAse (Pulmozyme)
Dulbecco's Phosphate-Buffered Saline (DPBS)
Fetal Bovine Serun (FBS)
Heparin

>> <<

Amount used (optional)

Above is a list of available additives. Above is a list of selected

Done Internet

Digestion Information section (continued)

IIDP - Islet Cell Processing Data Form: Digestion Information - Microsoft Internet Explorer

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Above is a list of available additives. Click on an additive to add.

Above is a list of selected additives.

Add other additives

Specify additional additives (Enter an additive in the text box and then click on the 'Add other additives' button to add the additive to the list. Repeat as needed.):

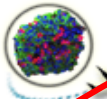
12. Describe the quality of the digestion:

13. What was the approximate dry weight of the total tissue left in the chamber at the end of digestion? gms Not Documented Not Measured

14. What was the approximate % of remaining digestible pancreatic tissue? % Not Measured

15. Comments regarding the digestion process and/or the quality of the digestion:

Submit

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Done Internet

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Distribution Record Detail Summary.

Distribution Record Detail Summary – Click on **[Edit]** to complete the next section. Please note the change in **'Status'** of each section.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

		Section	Section Status	
[Edit]		General Information*	Complete	
[Edit]		Organ Recovery Information*	Complete	
[Edit]		Pancreas Characterization in your Laboratory	Complete	
[Edit]	[Add Lot]	Collagenase Information	Complete	
[Edit]		Collagenase Lots 1	Complete	[Delete]
[Edit]		Pancreas Distention Information*	Complete	
[Edit]		Digestion Information	Complete	
[Edit]		Islet Characterization Post Digestion	New	
[Edit]		Purification Information	New	
[Edit]		Islet Microbiology Results Information	New	
[Edit]		Mouse Data Information	New	

Save Record

The user may close out of a Distribution Record at any time - Click on **[Save Record]** to submit the Distribution Record to the system. The system will display a confirmation message that an Incomplete Distribution Record has been submitted if all the sections do not have a **'Complete'** status.

Islet Characterization Post Digestion Information section – Complete the questions in the Islet Characterization Post Digestion section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

IIDP - Islet Cell Processing Data Form: Islet Characterization Post Digestion - Microsoft Internet Explorer

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IIDP - Islet Cell Processing Data Form: Islet Characterization Post Digestion Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,928,000
CIT Islet Cap:	500,000
CIT Islets Remaining:	500,000

Unos ID: AKJ_TEST_676 Isolation ID: 676_test_akj

- Was a total actual islet count performed after digestion (pre-purification)?
 No Yes Not Documented
 - If YES, indicate the total actual islet count:
- Was a total islet IEQ count performed after digestion (pre-purification)?
 No Yes
 - If YES, indicate the total IEQs:
- Was a post digestion Islet Score taken?
 No Yes
 - If YES, convert that score using the scale of 1.0 - 10.0 (1 worst and 10 best) and enter the number in the textbox:
- Were there any other islet characterization parameters measured after digestion (pre-purification)?
 No Yes
 - If YES, answer the following questions:
 - Total packed cell volume:
 mL
 Not Documented Not Done
 - Percent Trapped Islets:
 %
 Not Documented Not Done
 - Gross Clumping Evident:
 No Yes
 Not Documented Not Done
 - Insulin Content:

 Not Documented Not Done

Done Internet

Islet Characterization Post Digestion Information section (continued)

IIDP - Islet Cell Processing Data Form: Islet Characterization Post Digestion - Microsoft Internet Explorer

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4.1.4	<input type="checkbox"/> Insulin Content:	<input type="text"/>	μU/IEQ	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
4.1.5	<input type="checkbox"/> DNA Content:	<input type="text"/>	ng/IEQ	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
4.1.6	Islet Purity:				
4.1.6.1	<input type="checkbox"/> Percent dithizone positive cells:	<input type="text"/>	%	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
4.1.7	Islet Viability:				
4.1.7.1	<input type="checkbox"/> Indicate inclusion dye used:	<input type="text"/>			
	4.1.7.1.1 If OTHER, specify:	<input type="text"/>			
4.1.7.2	<input type="checkbox"/> Indicate exclusion dye used:	<input type="text"/>			
	4.1.7.2.1 If OTHER, specify:	<input type="text"/>			
4.1.7.3	<input type="checkbox"/> Islet Viability:	<input type="text"/>	%	<input type="checkbox"/> Not Documented	
5.	<input type="checkbox"/> Comments regarding islet characterization post digestion:	<input type="text"/>			

Done Internet

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Distribution Record Detail Summary.

Distribution Record Detail Summary – Click on **[Edit]** to complete the next section. Please note the change in **'Status'** of each section.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

		Section	Section Status	
[Edit]		General Information*	Complete	
[Edit]		Organ Recovery Information*	Complete	
[Edit]		Pancreas Characterization in your Laboratory	Complete	
[Edit]	[Add Lot]	Collagenase Information	Complete	
[Edit]		Collagenase Lots 1	Complete	[Delete]
[Edit]		Pancreas Distention Information*	Complete	
[Edit]		Digestion Information	Complete	
[Edit]		Islet Characterization Post Digestion	Complete	
[Edit]		Purification Information	New	
[Edit]		Islet Microbiology Results Information	New	
[Edit]		Mouse Data Information	New	

Save Record

The user may close out of a Distribution Record at any time - Click on **[Save Record]** to submit the Distribution Record to the system. The system will display a confirmation message that an Incomplete Distribution Record has been submitted if all the sections do not have a **'Complete'** status.

Purification Information section - Isolation Process Flow section – Complete Steps 1 and 4 in the Isolation Process Flow. Step 2 and Step 3 are conditional based on the answer to question 1 in Step 1 – General Purification Data. Refer to the next page.

The screenshot shows a web browser window with the following elements:

- Browser Title Bar:** IIDP - Islet Cell Processing Data Form: Isolation Process Flow - Windows Internet Explorer
- Address Bar:** https://stage.coh.org/iidp_new/form_purifsummary.asp?df=1604&r=1&u=21&n=0
- Navigation Bar:** File, Edit, View, Favorites, Tools, Help
- Search and Utility Bar:** Includes Google search, Norton Safe Search, and various utility icons like Sidewiki, Check, Translate, and AutoFill.
- Page Title:** IIDP - Islet Cell Processing Data Form: Isolation Process Flow
- Form Content:**
 - Step 1: General Purification Data [Purification Information] (Not Started)
 - Step 2: Purification / Rescue Run Data
 - Step 3: Culture Data
 - Step 4: Final Islet Preparation Data [Islet Characterization Results] (Not Started)
- Submit Button:** A rectangular button labeled "Submit" is centered at the bottom of the form area.
- Status Bar:** Shows "Done" on the left and "Internet" with a 100% zoom level on the right.

Purification Information section - Complete the answers in Step 1 - Purification Information section of the Isolation Process Flow. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

The screenshot shows the 'IIDP - Islet Cell Processing Data Form: Purification Information' page. At the top right, there is a 'Help Desk' icon and an 'Islet Shipment Summary' box showing 'IIDP Islet Cap: 2,000,000'. The main form area has a header with 'Unos ID: AKJ_TEST_676' and 'Isolation ID: 676_test_akj'. Question 1 is 'Islet purification:' with a dropdown menu. Question 2 is 'Was a COBE used?' with 'No' and 'Yes' radio buttons. Question 2.1.1 is 'How many COBE runs were performed?' with a dropdown menu. Question 2.1.2 is 'Answer the following questions for each COBE run performed:' followed by a table with four columns: 'What was the packed cell volume per COBE run?', 'Type of gradient used:', 'Describe gradient:', and 'If OTHER, specify:'. The table has three rows, each with a text input field followed by 'mL' in the first column, and dropdown menus in the other three columns.

Note: If 'Not Done' is selected for question 1, then the rest of the question in this step (Step 1) and also Steps 2 and 3 WILL NOT need to be completed - refer to the next page.

If 'Density Gradient' or 'Other' is selected for question 1, then the rest of the questions in this step (Step 1) and also Steps 2 and 2 WILL need to be completed - refer to page 107

Purification Information section (continued)

IIDP - Islet Cell Processing Data Form: Purification Information - Windows Internet Explorer

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IIDP - Islet Cell Processing Data Form: Purification Inf...

2.1.1 ... how many COBE runs were performed?

2.1.2 Answer the following questions for each COBE run performed:

What was the packed cell volume per COBE run?	Type of gradient used:	Describe gradient:	If OTHER, specify:
<input type="text"/> mL	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> mL	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> mL	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> mL	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> mL	<input type="text"/>	<input type="text"/>	<input type="text"/>

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Done Internet 100%

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Isolation Process Flow screen.

This is an example of the conditional answer in Step 1 that will determine if Step 2 and Step 3 need to be completed or not. Step 2 and Step 3 of the Isolation Process Flow will NOT NEED to be completed if question 1 of the Purification Information section is answered with 'Not Done'. Refer to page 107

IIDP - Islet Cell Processing Data Form: Purification Information

Unos ID: M011 Isolation ID: M011

1. ? Islet purification: **Not Done**

1.1 If OTHER, specify:

2. ? Was a COBE used? No Yes

2.1 If YES, answer the following questions:

2.1.1 ? How many COBE runs were performed?

2.1.2 Answer the following questions for each COBE run performed:

? What was the packed cell volume per COBE run?	? Type of gradient used:	? Describe gradient:	If OTHER, specify:
<input type="text"/> mL	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> mL	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> mL	<input type="text"/>	<input type="text"/>	<input type="text"/>

Islet Shipment Summary

IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,812,975
CIT Islet Cap:	500,000
CIT Islets Remaining:	418,000

Purification Information section (continued)

IIDP - Islet Cell Processing Data Form: Purification Information - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_purif.aspx?df=1618&r=1&u=21

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IIDP - Islet Cell Processing Data Form: Purification Inf...

2.1.2 Answer the following questions for each COBE run performed:

What was the packed cell volume per COBE run?	Type of gradient used:	Describe gradient:	If OTHER, specify:
<input type="text"/> mL	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> mL	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> mL	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> mL	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> mL	<input type="text"/>	<input type="text"/>	<input type="text"/>

 **IIDP**
Integrated Islet Distribution Program

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Done Internet 100%

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Isolation Process Flow screen.

Isolation Process Flow screen - The user WILL NOT need to complete Step 2 or Step 3 and can proceed to Step 4 – refer to the next page.

The screenshot displays a web browser window with the following elements:

- Browser Title Bar:** IIDP - Islet Cell Processing Data Form: Isolation Process Flow - Windows Internet Explorer
- Address Bar:** https://stage.coh.org/iidp_new/form_purifsummary.asp?df=1618&r=1&u=21
- Navigation Bar:** File, Edit, View, Favorites, Tools, Help
- Search Bar:** Google search engine with various search options (Search, Sidewiki, Check, Translate, AutoFill).
- Security Bar:** Norton Safe Search, Search, Cards & Log-ins
- Favorites Bar:** 630 WMAL Stimulating Talk ..., Suggested Sites, Free Hotmail, Web Slice Gallery
- Page Title:** IIDP - Islet Cell Processing Data Form: Isolation Process Flow
- Main Content Area:**
 - Step 1: General Purification Data [Purification Information] (Completed)
 - Step 2: Purification / Rescue Run Data
 - Step 3: Culture Data
 - Step 4: Final Islet Preparation Data [Islet Characterization Results] (Not Started)
- Action:** A "Submit" button is centered below the steps.
- Status Bar:** Done, Internet, 100%

Final Islet Preparation – Islet Characterization – If ‘No’ is selected for Question 1, then the rest of the questions in this form do not need to be completed. However, if ‘Yes’ is selected for Question 1, then complete the applicable questions then click on **[Submit]** at the end of the form and the system will then display the Isolation Process Flow screen – refer to the next pages.

IIDP - Islet Cell Processing Data Form: Final Islet Preparation - Islet Characterization

Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,842,975
CIT Islet Cap:	500,000
CIT Islets Remaining:	418,000

Unos ID: AKJ_TEST_676 Isolation ID: 676_test_akj

1. ? Were there any final islet characterization measurements taken immediately before transplant (or before final release for research) that are representative of the entire islet product batch? No Yes

1.1 If YES, answer the following questions:

1.1.1 ? Was a final islet characterization islet score taken? No Yes

1.1.1.1 ? If YES, convert the score using a scale of 1.0 - 10.0 (1 worst - 10 best) and enter the number in the textbox:

1.1.2 ? Total packed cell volume: mL Not Documented Not Done

1.1.3 ? Percent Trapped Islets: % Not Documented Not Done

1.1.4 ? Total Actual Islet Count: Not Documented Not Done

1.1.5 ? Gross clumping evident: No Yes Not Documented Not Done

1.1.6 ? Total IEQs: IEQ Not Documented Not Done

Done Internet 100%

Final Islet Preparation – Islet Characterization (continued)

IIDP - Islet Cell Processing Data Form: Final Islet Preparation - Islet Characterization - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_finalislet.aspx?df=16048r=1&u=21

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IIDP - Islet Cell Processing Data Form: Final Islet Prep...

				Documented	Done
1.1.7	Total # of Beta Cells:	<input type="text"/>	x 10 ⁶	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
1.1.8	Insulin Content:	<input type="text"/>	μU/IEQ	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
1.1.9	DNA Content:	<input type="text"/>	ng/IEQ	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
1.1.10	Islet Potency:				
1.1.10.1	Stimulation Index:	<input type="text"/>		<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
1.1.11	Islet Purity:				
1.1.11.1	Percent dithizone positive cells:	<input type="text"/>	%	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
1.1.11.2	Percent beta cells:	<input type="text"/>	%	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
1.1.12	Islet Viability:				
1.1.12.1	Indicate inclusion dye		<input type="text"/>		
1.1.12.1.1	If OTHER, specify:		<input type="text"/>		
1.1.12.2	Indicate exclusion dye:		<input type="text"/>		
1.1.12.2.1	If OTHER, specify:		<input type="text"/>		
1.1.12.3	Islet Viability:	<input type="text"/>	%	<input type="checkbox"/> Not Documented	

Done

Internet 100%

Final Islet Preparation – Islet Characterization (continued)

IIDP - Islet Cell Processing Data Form: Final Islet Preparation - Islet Characterization - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_finalislet.aspx?df=1604&r=1&u=21

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IIDP - Islet Cell Processing Data Form: Final Islet Prep...

1.1.12.1 Indicate inclusion dye

1.1.12.1.1 If OTHER, specify:


1.1.12.2 Indicate exclusion dye:

1.1.12.2.1 If OTHER, specify:

1.1.12.3 Islet Viability: % Not Documented

1.2 Comments regarding the final islet preparation:

Submit

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Done Internet 100%

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Isolation Process Flow screen.

Isolation Process Flow screen - This section is now complete. Click on **[Submit]** to return to the Distribution Record Detail Summary screen.

The screenshot displays a web browser window with the following elements:

- Browser Title Bar:** IIDP - Islet Cell Processing Data Form: Isolation Process Flow - Windows Internet Explorer
- Address Bar:** https://stage.coh.org/iidp_new/form_purifsummary.asp?df=1618&r=1&u=21
- Menu Bar:** File, Edit, View, Favorites, Tools, Help
- Search Bar:** Google search engine
- Navigation Bar:** Includes icons for Search, Sidewiki, Check, Translate, and AutoFill.
- Security Bar:** Norton Safe Search, Search, Cards & Log-ins
- Favorites Bar:** 630 WMAL Stimulating Talk ..., Suggested Sites, Free Hotmail, Web Slice Gallery
- Page Title:** IIDP - Islet Cell Processing Data Form: Isolation Process Flow
- Content Area:**
 - Step 1: General Purification Data [Purification Information] (Completed)
 - Step 2: Purification / Rescue Run Data
 - Step 3: Culture Data
 - Step 4: Final Islet Preparation Data [Islet Characterization Results] (Completed)
- Submit Button:** A rectangular button labeled "Submit" is positioned at the bottom center of the content area.
- Status Bar:** Done, Internet, 100%

Distribution Record Detail Summary – Click on **[Edit]** to complete the next section. Please note the change in **'Status'** of each section.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

		Section	Section Status	
[Edit]		General Information*	Complete	
[Edit]		Organ Recovery Information*	Complete	
[Edit]		Pancreas Characterization in your Laboratory	Complete	
[Edit]	[Add Lot]	Collagenase Information	Complete	
[Edit]		Collagenase Lots 1	Complete	[Delete]
[Edit]		Pancreas Distention Information*	Complete	
[Edit]		Digestion Information	Complete	
[Edit]		Islet Characterization Post Digestion	Complete	
[Edit]		Purification Information	Complete	
[Edit]		Islet Microbiology Results Information	New	
[Edit]		Mouse Data Information	New	

Save Record

The user may close out of a Distribution Record at any time - Click on **[Save Record]** to submit the Distribution Record to the system. The system will display a confirmation message that an Incomplete Batch Record has been submitted if all the sections do not have a **'Complete'** status.

This is an example of the conditional answer in Step 1 that will determine if Step 2 and Step 3 need to be completed or not. Step 2 and Step 3 of the Isolation Process Flow will NEED to be completed if Question 1 of the Purification Information is answered with 'Density gradient' or 'Other'.

IIDP - Islet Cell Processing Data Form: Purification Information - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_purif.aspx?df=1623&r=1&u=21

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IIDP - Islet Cell Processing Data Form: Purification Inf...

Unos ID: AKJ_TEST_680 Isolation ID: 680_test_akj

1. ? Islet purification: Density gradient

1.1 If OTHER, specify:

2. ? Was a COBE used? No Yes

2.1 If YES, answer the following questions:

2.1.1 ? How many COBE runs were performed?

2.1.2 Answer the following questions for each COBE run performed:

? What was the packed cell volume per COBE run?	? Type of gradient used:	? Describe gradient:	If OTHER, specify:
mL			
mL			
mL			
mL			
mL			

Submit

Done Internet 100%

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Isolation Process Flow screen.

Isolation Process Flow screen - The user will need to complete Step 2 and/or Step 3 of the Isolation Process Flow. Click on **[Add Purification Fraction]** to complete the data for a Purification Run.

The screenshot shows a web browser window with the following elements:

- Browser Title Bar:** IIDP - Islet Cell Processing Data Form: Isolation Process Flow - Windows Internet Explorer
- Address Bar:** https://stage.coh.org/iidp_new/form_purifsummary.asp?df=1604&r=1&u=21
- Navigation Bar:** File, Edit, View, Favorites, Tools, Help
- Search and Utility Bar:** Includes Google search, Norton Safe Search, and various utility icons like Sidewiki, Check, Translate, and AutoFill.
- Page Title:** IIDP - Islet Cell Processing Data Form: Isolation Process Flow
- Form Content:**
 - Step 1: General Purification Data** [Purification Information] (Completed)
 - Step 2: Purification / Rescue Run Data**
 - Table with columns: Purification Fraction(s) and Rescue Fraction(s)
 - Buttons: [Add Purification Fraction] and [Add Rescue Fraction]
 - Legend: Available for culture, Not available for culture
 - Step 3: Culture Data**
 - Table with column: Culture
 - Step 4: Final Islet Preparation Data** [Islet Characterization Results] (Not Started)
- Submit Button:** A button labeled "Submit" is located at the bottom of the form area.

Islet Characterization Post Purification – Purification Run - Complete the questions for a Purification Run. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

IIDP - Islet Cell Processing Data Form: Islet Characterization Post Purification

Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,842,975
CIT Islet Cap:	500,000
CIT Islets Remaining:	418,000

Unos ID: AKJ_TEST_676 Isolation ID: 676_test_akj

- Each purification fraction should be labeled in the system to help distinguish data from multiple fractions. Please select a label for this fraction:
 - If OTHER, specify:
- Was a post-purification Islet Score taken? No Yes
 - If YES, convert the score using the scale of 1.0 - 10.0 (1 worst - 10 best) and select the number from the drop down box:
- Total packed cell volume: mL Not Documented Not Done
- Percent Trapped Islets: % Not Documented Not Done
- Total Actual Islet Count: Not Documented Not Done
- Gross clumping evident: No Yes Not Documented Not Done
- Total IEQs: IEQ Not Documented Not Done

Islet Characterization Post Purification – Purification Run (continued)

IIDP - Islet Cell Processing Data Form: Islet Characterization Post Purification - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_postpurif.aspx?df=1604&r=1&t=c&add=1&group=1&u=21

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IIDP - Islet Cell Processing Data Form: Islet Character...

		Documented	Done
8. Total # of Beta Cells:	<input type="text"/> X 10 ⁶	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
9. Insulin Content:	<input type="text"/> μU/IEQ	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
10. DNA Content:	<input type="text"/> ng/IEQ	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
11. Islet Purity:			
11.1 Percent dithizone positive cells:	<input type="text"/> %	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
11.2 Percent beta cells:	<input type="text"/> %	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
12. Islet Viability:			
12.1 Indicate inclusion dye used:	<input type="text"/>		
12.1.1 If OTHER, specify:	<input type="text"/>		
12.2 Indicate exclusion dye used:	<input type="text"/>		
12.2.1 If OTHER, specify:	<input type="text"/>		
12.3 Islet Viability:	<input type="text"/> %	<input type="checkbox"/> Not Documented	
13. Temperature during purification:	<input type="text"/>	<input type="checkbox"/> Not Measured	
13.1 If temperature entered above, select how the temperature during purification was determined:	<input type="text"/>		

Done Internet 100%

Islet Characterization Post Purification – Purification Run (continued)

The screenshot shows a web browser window with the following content:

- Browser Title Bar:** IIDP - Islet Cell Processing Data Form: Islet Characterization Post Purification - Windows Internet Explorer
- Address Bar:** https://stage.coh.org/iidp_new/form_postpurif.aspx?df=1604&r=1&t=c&add=1&group=1&u=21
- Form Content:**
 - 13.1 ? If temperature entered above, select how the temperature during purification was determined: [Dropdown menu]
 - 13.1.1 If OTHER, specify: [Text input field]
 - 14. ? Indicate below ALL types of supplemental islet processing performed (OR check box to the right for Not Done):
 - 14.1 [?] [] Culture
 - 14.2 [?] [] Cryopreservation
 - 14.3 [?] [] Irradiation
 - 14.4 [?] [] Gene Transfer
 - 14.5 [?] [] Other
 - 14.5.1 If OTHER, specify: [Text input field]
 - [] Not Done
- Buttons:** [Submit]
- Footer:**
 -  **IIDP** Integrated Islet Distribution Program
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Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Isolation Process Flow screen. Refer to next page.

Isolation Process Flow screen - The system will display that a Purification Fraction(s) has/have been added and that Culture data needs to be completed.

Step 2: Purification / Rescue Run Data

Purification Fraction(s)	Rescue Fraction(s)
<input checked="" type="checkbox"/> Most Pure Fraction	<input type="checkbox"/> [Add Rescue Fraction]

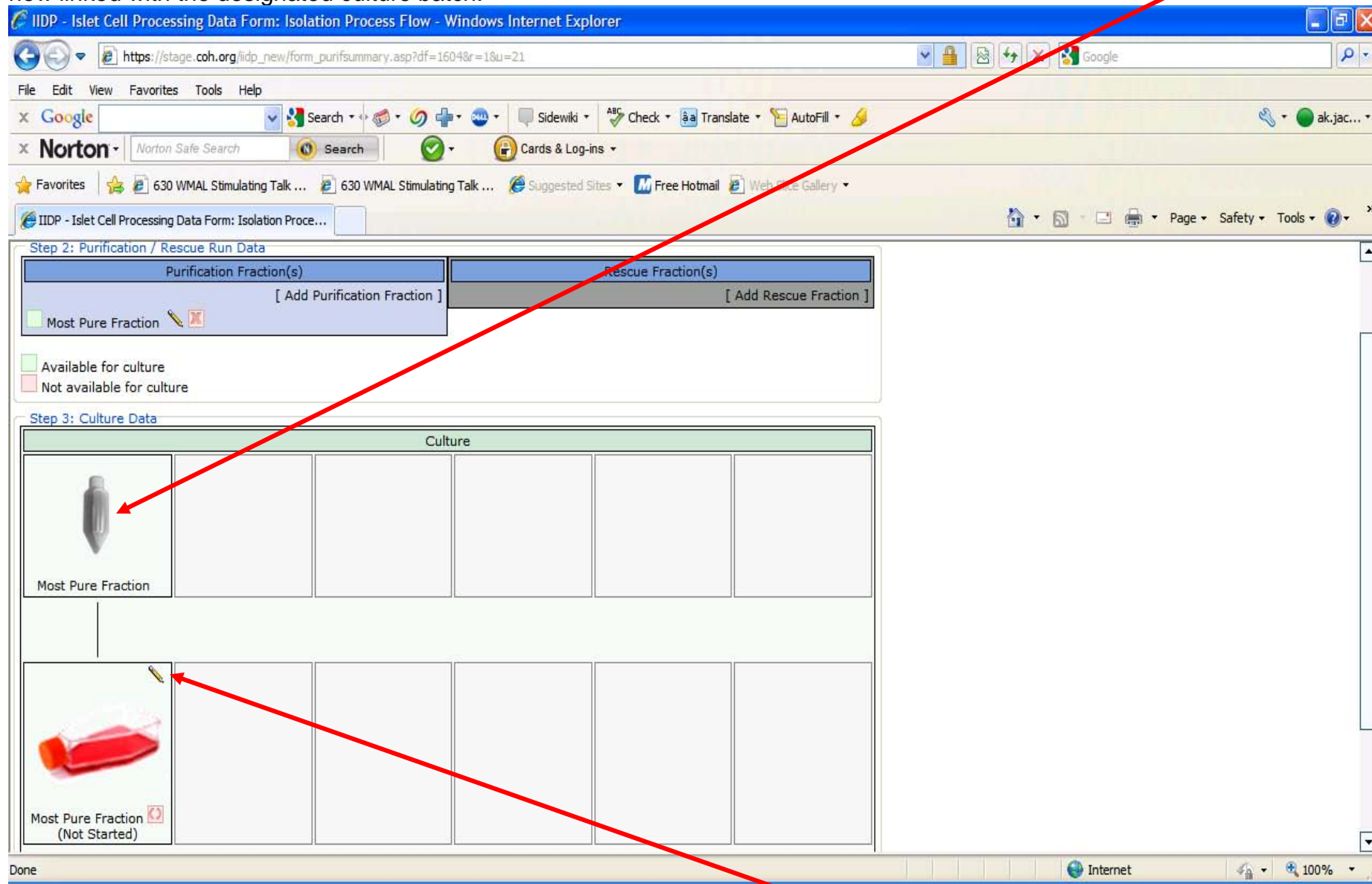
Available for culture
 Not available for culture

Step 3: Culture Data

Culture					
Most Pure Fraction					
(Not Started)					

[Add Culture Batch]

Isolation Process Flow screen - To link the fraction (container) with the culture (culture flask) click on the container in the Purification Fraction box and drag the container down into the culture flask. The Purification Fraction (e.g., Most Pure Fraction) is now linked with the designated culture batch.



To complete the culture information for the Most Pure Fraction click on the **[Edit]** icon in the top right hand corner of the culture flask box - refer to the next page.

Culture Information - Complete the questions for the culture information for Most Pure Fraction. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

IIDP - Islet Cell Processing Data Form: Islet Processing Information - Culture Information Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,842,975
CIT Islet Cap:	500,000
CIT Islets Remaining:	418,000

Unos ID: AKJ_TEST_676 Isolation ID: 676_test_akj

1. ? Specify the culture formulation:
 - 1.1 ? Select base medium used for culture:

 - 1.1.1 If OTHER, specify:
 - 1.2 ? Were any additives added by your laboratory?
 No Yes Not Documented
 - 1.2.1 ? If YES, select ALL the additives that were added and indicate the amount of each:

AB SERUM	<input type="checkbox"/>	>>> <<<		
Antibiotic Antimycotic Solution	<input type="checkbox"/>			Amount used (optional)
Bovine Serum Albumin (BSA)	<input type="checkbox"/>			
Ciprofloxacin	<input type="checkbox"/>			
Dulbecco's Phosphate-Buffered Saline (DPBS)	<input type="checkbox"/>			

Above is a list of available additives. Click on an additive to add.

Above is a list of selected additives.

Culture Information continued - Click on **[Add Culture Vessel]** to enter Culture Parameter and Culture Period Data - refer to the next page.

IIDP - Islet Cell Processing Data Form: Islet Processing Information - Culture Information - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_culture.aspx?df=1604&r=1&u=21&group=1

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IIDP - Islet Cell Processing Data Form: Islet Processin...

1.3 For each culture parameter, select the type of vessel used, the number of vessels, enter the volume of media used in each vessel, and enter the average number of IEQs placed in each vessel. Click on [Add another vessel] to add as many parameters that were used to culture the islets. For the culture periods of each parameter, complete the temperature of the culture period, the length of the culture period, and if there were any changes to the culture formulation. Click on [Add another culture period], to add as many culture periods for each parameter.

Culture Vessels: Culture Periods:

Type of vessel used	Select the # of this type	Volume of media used	Average number of IEQs	Total culture time for this parameter
Add Culture Vessel				

2. ? Was a post-culture islet score taken? No Yes

2.1 ? If YES, convert the score using the scale of 1.0 - 10.0 (1 worst - 10 best) and enter the number in the textbox:

3. ? Total packed cell volume: mL Not Documented Not Done

4. ? Percent Trapped Islets: % Not Documented Not Done

5. ? Total Actual Islet Count: Not Documented Not Done

6. ? Gross clumping evident: No Yes Not Documented Not Done

7. ? Total IEQs: IEQ Not Documented Not Done

8. ? Total # of Beta Cells: X 10⁶ Not Documented Not Done

Done Internet 100%

Culture Information (continued) – Complete the information for the Culture Parameter.

The screenshot displays the IIDP web application interface. The main window is titled "IIDP - Islet Cell Processing Data Form: Islet Processing Information - Culture Parameter...". The URL is https://stage.coh.org/iidp_new/popup_cultureparameter.aspx?df=1604&row=8&group=1&id=1. The form is for "Unos ID: AKJ_TEST_676" and "Isolation ID: 676_test_akj".

The form contains the following fields and options:

- Select the type of vessel used to culture the islets: [Dropdown menu]
- If OTHER, specify: [Text input]
- Select the # of vessels used under this parameter and vessel type: [Text input] Not Documented
- Enter the volume of media used in each vessel: [Text input] mL Not Documented
- Enter the average number of IEQs placed in each vessel: [Text input] IEQ/vessel Not Documented

At the bottom of the form is a button labeled "Add Culture Parameter". A red arrow points to this button.

On the left side of the main window, there is a list of additives for selection:

- AB SERUM
- Antibiotic Antimycotic S
- Ciprofloxacin
- Dulbecco's Phosphate-E
- Fetal Bovine Serum (FB

Below the list is a text input field for "Add other additives" and a "Done" button.

On the right side of the main window, there is a "Help Desk" section and a table titled "Islet Shipment Summary":

Islet Shipment Summary	
Islet Cap:	2,000,000
Islets Remaining:	1,842,975
Islet Cap:	500,000
Islets Remaining:	418,000

Click on **[Add Culture Parameter]** - refer to the next page. Repeat the process as needed for each culture parameter.

Culture Information (continued) – click on **[Add Culture Period]** to add the culture period(s) for the culture parameter.

The screenshot shows a web browser window with the address bar containing the URL: `https://stage.coh.org/iidp_new/form_culture.aspx?df=1604&r=1&u=21&group=1`. The browser's address bar and menu bar are visible at the top. Below the browser window, the main content area displays a form titled "IIDP - Islet Cell Processing Data Form: Islet Processing Information - Culture Information".

Section 1.3: For each culture parameter, select the type of vessel used, the number of vessels, enter the volume of media used in each vessel, and enter the average number of IEQs placed in each vessel. Click on [Add another vessel] to add as many parameters that were used to culture the islets. For the culture periods of each parameter, complete the temperature of the culture period, the length of the culture period, and if there were any changes to the culture formulation. Click on [Add another culture period], to add as many culture periods for each parameter.

Culture Vessels: Culture Periods:

	Type of vessel used	Select the # of this type	Volume of media used	Average number of IEQs	Total culture time for this parameter		
[Edit]	Permalife PL 120 bag	2	120 mL	1000	0 days 0 hours	[Add/Edit Culture Period]	[Delete]

2. Was a post-culture islet score taken? No Yes

2.1 If YES, convert the score using the scale of 1.0 - 10.0 (1 worst - 10 best) and enter the number in the textbox:

3. Total packed cell volume: mL Not Documented Not Done

4. Percent Trapped Islets: % Not Documented Not Done

5. Total Actual Islet Count: Not Documented Not Done

6. Gross clumping evident: No Yes Not Documented Not Done

7. Total IEQs: IEQ Not Documented Not Done

Culture Information (continued) – Add culture period – Click on **[Add Culture Period]** to add a culture period - refer to the next page.

The screenshot shows a web browser window with the IIDP application. A modal dialog box titled "IIDP - Islet Cell Processing Data Form: Islet Processing Information - Culture Period" is open. The dialog contains the following information:

- Unos ID: AKJ_TEST_676
- Isolation ID: 676_test_akj
- Buttons: Celsius, Days, Hours, Change?, What changed?, Comments
- Buttons: Add Culture Period, Done

A red arrow points to the "Add Culture Period" button. The background shows a form with instructions for adding culture periods and a list of islet parameters.

1.3 For each culture parameter, enter the length of each culture period, the length of each vessel. Click on [Add Culture Period] to add a culture period, the length of each parameter.
Culture Vessels: Culture Periods

Type of vessel used
[Edit] Permalife PL 120 ba

2. Was a post-culture islet score recorded?
2.1 If YES, convert the score to a number (1 worst - 10 best) and enter it.

3. Total packed cell volume:

4. Percent Trapped Islets:

5. Total Actual Islet Count:

6. Gross clumping evident:

7. Total IEQs:

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Culture Information (continued) – Add culture period – Complete the culture period form.

The screenshot displays the IIDP web application interface. The main window is titled "IIDP - Islet Cell Processing Data Form: Islet Processing Information - Culture Period". The URL is https://stage.coh.org/iidp_new/popup_cultureperiod.aspx?df=1504&row=9&group=1&id=8&pid=1. The form is for "Unos ID: AKJ_TEST_676" and "Isolation ID: 676_test_akj".

The form contains the following fields:

- Temperature of culture: Celsius Not Documented
- Length of culture: Days Hours Not Documented
- Did you change the culture formulation during the culture period? No Yes Not Documented
- If YES what did you change?
- Comments

At the bottom of the form is a button labeled "Add Culture Period". A red arrow points to this button.

The background shows a list of culture parameters with a table for "Type of vessel used". The table has one row: "Permalife PL 120 ba".

The footer of the application includes the IIDP logo and text: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved."

Click on **[Add Culture Period]** to add the culture period to the culture period. Repeat the process as needed to add as many culture periods as applicable to the culture parameter - refer to the next page.

Culture Information (continued) – Add culture period - Click on **[Edit Culture Period]** to edit the culture period information **OR** click on **[Delete]** to delete the culture period.

The screenshot shows a web browser window displaying the IIDP (Integrated Islet Distribution Program) interface. The main window is titled "IIDP - Islet Cell Processing Data Form: Islet Processing Information - Culture Information". A smaller, overlapping window titled "IIDP - Islet Cell Processing Data Form: Islet Processing Information - Culture Period" is in the foreground, showing a form for adding a culture period. The form includes a header with "Unos ID: AKJ_TEST_676" and "Isolation ID: 676_test_akj". Below this is a table with the following columns: Celsius, Days, Hours, Change?, What changed?, and Comments. The table contains one row with the following data: Celsius: 32.00, Days: 1, Hours: 10, Change?: Yes, What changed?: Base Medium, Comments: test. Below the table are two buttons: "Add Culture Period" and "Done". A red arrow points to the "Add Culture Period" button, and another red arrow points to the "Done" button. The background window shows a list of culture periods with columns for "Type of vessel used" and "Celsius". The IIDP logo and text "Integrated Islet Distribution Program" are visible at the bottom of the foreground window.

Click on **[Add Culture Period]** to add another culture period **OR** click on **[Done]** to proceed to the next step - refer to the next page.

Culture Information (continued) – Click on **[Add Culture Vessel]** to add another culture parameter AND/OR click on **[Add Culture Period]** to add another culture period to a culture parameter.

IIDP - Islet Cell Processing Data Form: Islet Processing Information - Culture Information - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_culture.aspx?df=1604&r=1&u=21&group=1

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IIDP - Islet Cell Processing Data Form: Islet Processin...

1.3 For each culture parameter, select the type of vessel used, the number of vessels, enter the volume of media used in each vessel, and enter the average number of IEQs placed in each vessel. Click on [Add another vessel] to add as many parameters that were used to culture the islets. For the culture periods of each parameter, complete the temperature of the culture period, the length of the culture period, and if there were any changes to the culture formulation. Click on [Add another culture period], to add as many culture periods for each parameter.
 Culture Vessels: Culture Periods:

	Type of vessel used	Select the # of this type	Volume of media used	Average number of IEQs	Total culture time for this parameter		
[Edit]	Permalife PL 120 bag	2	120 mL	1000	1 days 10 hours	[Add/Edit Culture Period]	[Delete]

[Add Culture Vessel](#)

2. Was a post-culture islet score taken? No Yes

2.1 If YES, convert the score using the scale of 1.0 - 10.0 (1 worst - 10 best) and enter the number in the textbox:

3. Total packed cell volume: mL Not Documented Not Done

4. Percent Trapped Islets: % Not Documented Not Done

5. Total Actual Islet Count: Not Documented Not Done

6. Gross clumping evident: No Yes Not Documented Not Done

7. Total IEQs: IEQ Not Documented Not Done

Done Internet 100%

Culture Information (continued)

IIDP - Islet Cell Processing Data Form: Islet Processing Information - Culture Information - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_culture.aspx?df=1604&r=1&u=21&group=1

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IIDP - Islet Cell Processing Data Form: Islet Processin... Done

9.	Insulin Content:	<input type="text"/> $\mu\text{U}/\text{IEQ}$	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Done <input type="checkbox"/> Not Done
10.	DNA Content:	<input type="text"/> ng/IEQ	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done <input type="checkbox"/> Not Done
11.	Islet Potency:			
11.1	Stimulation Index:	<input type="text"/>	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done <input type="checkbox"/> Not Done
12.	Islet Purity:			
12.1	Percent dithizone positive cells:	<input type="text"/> %	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done <input type="checkbox"/> Not Done
12.2	Percent beta cells:	<input type="text"/> %	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done <input type="checkbox"/> Not Done
13.	Islet Viability:			
13.1	Indicate inclusion dye:	<input type="text"/>		
13.1.1	If OTHER, specify:	<input type="text"/>		
13.2	Indicate exclusion dye:	<input type="text"/>		
13.2.1	If OTHER, specify:	<input type="text"/>		
13.3	Islet Viability:	<input type="text"/> %	<input type="checkbox"/> Not Documented	

Done Internet 100%

Culture Information (continued)

The screenshot shows a web browser window with the following content:

- Browser Title Bar:** IIDP - Islet Cell Processing Data Form: Islet Processing Information - Culture Information - Windows Internet Explorer
- Address Bar:** https://stage.coh.org/iidp_new/form_culture.aspx?df=1604&r=1&u=21&group=1
- Form Fields:**
 - 12.1 Percent dithizone positive cells: % Not Documented Not Done
 - 12.2 Percent beta cells: % Not Documented Not Done
 - 13. Islet Viability:
 - 13.1 Indicate inclusion dye: Not Documented
 - 13.1.1 If OTHER, specify:
 - 13.2 Indicate exclusion dye: Not Documented
 - 13.2.1 If OTHER, specify:
 - 13.3 Islet Viability: % Not Documented
- Submit Button:** A button labeled "Submit" is located at the bottom right of the form area. A red arrow points to it from the bottom left of the page.
- Footer:**
 -  IIDP Integrated Islet Distribution Program
 - Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved.
 - Training Site-----

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Isolation Process Flow screen - refer to next page.

Isolation Process Flow screen – Scroll down the page to the Final Islet Preparation section.

The screenshot shows a web browser window with the following elements:

- Browser Title Bar:** IIDP - Islet Cell Processing Data Form: Isolation Process Flow - Windows Internet Explorer
- Address Bar:** https://stage.coh.org/iidp_new/form_purifsummary.asp?df=1604&r=1&u=21
- Navigation Bar:** File, Edit, View, Favorites, Tools, Help
- Search Bar:** Google, Search, Norton Safe Search, Search, Cards & Log-ins
- Navigation Bar (Bottom):** Home, Back, Forward, Stop, Print, Page, Safety, Tools
- Content Area:**
 - Step 3: Culture Data**
 - Culture** (Section Header)
 - Table with 2 rows and 6 columns:
 - Row 1: Most Pure Fraction (with image of a pipette tip)
 - Row 2: Most Pure Fraction (Complete) (with image of a red liquid in a dish)
 - [Add Culture Batch] (Link)
 - Step 4: Final Islet Preparation Data**
 - [Islet Characterization Results] (Not Started)
 - Submit (Button)

A red arrow points to the "[Islet Characterization Results] (Not Started)" link in Step 4.

Click on the **[Islet Characterization Results]** to complete Step 4 of the Purification Section - refer to the next page.

Final Islet Preparation –Islet Characterization - Complete the questions for the Final Islet Preparation - Step 4 of the Isolation Process Flow. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

IIDP - Islet Cell Processing Data Form: Final Islet Preparation - Islet Characterization - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_finalislet.aspx?df=1604&r=1&u=21

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IIDP - Islet Cell Processing Data Form: Final Islet Prep...

IIDP - Islet Cell Processing Data Form: Final Islet Preparation - Islet Characterization Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,842,975
CIT Islet Cap:	500,000
CIT Islets Remaining:	418,000

Unos ID: AKJ_TEST_676 Isolation ID: 676_test_akj

1. ? Were there any final islet characterization measurements taken immediately before transplant (or before final release for research) that are representative of the entire islet product batch? No Yes

1.1 If YES, answer the following questions:

1.1.1 ? Was a final islet characterization islet score taken? No Yes

1.1.1.1 ? If YES, convert the score using a scale of 1.0 - 10.0 (1 worst - 10 best) and enter the number in the textbox:

1.1.2 ? Total packed cell volume: mL Not Documented Not Done

1.1.3 ? Percent Trapped Islets: % Not Documented Not Done

1.1.4 ? Total Actual Islet Count: Not Documented Not Done

1.1.5 ? Gross clumping evident: No Yes Not Documented Not Done

1.1.6 ? Total IEQs: IEQ Not Documented Not Done

Done Internet 100%

Final Islet Preparation - Islet Characterization (continued)

IIDP - Islet Cell Processing Data Form: Final Islet Preparation - Islet Characterization - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_finalislet.aspx?df=1604&r=1&u=21

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IIDP - Islet Cell Processing Data Form: Final Islet Prep...

				Documented	Done
1.1.7	Total # of Beta Cells:	<input type="text"/>	X 10 ⁶	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
1.1.8	Insulin Content:	<input type="text"/>	μU/IEQ	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
1.1.9	DNA Content:	<input type="text"/>	ng/IEQ	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
1.1.10	Islet Potency:				
1.1.10.1	Stimulation Index:	<input type="text"/>		<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
1.1.11	Islet Purity:				
1.1.11.1	Percent dithizone positive cells:	<input type="text"/>	%	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
1.1.11.2	Percent beta cells:	<input type="text"/>	%	<input type="checkbox"/> Not Documented	<input type="checkbox"/> Not Done
1.1.12	Islet Viability:				
1.1.12.1	Indicate inclusion dye		<input type="text"/>		
1.1.12.1.1	If OTHER, specify:		<input type="text"/>		
1.1.12.2	Indicate exclusion dye:		<input type="text"/>		
1.1.12.2.1	If OTHER, specify:		<input type="text"/>		
1.1.12.3	Islet Viability:	<input type="text"/>	%	<input type="checkbox"/> Not Documented	

Done

Internet 100%

Final Islet Preparation - Islet Characterization (continued)

IIDP - Islet Cell Processing Data Form: Final Islet Preparation - Islet Characterization - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_finalislet.aspx?df=1604&r=1&u=21

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IIDP - Islet Cell Processing Data Form: Final Islet Prep...

1.1.12.1 Indicate inclusion dye

1.1.12.1.1 If OTHER, specify:


1.1.12.2 Indicate exclusion dye:

1.1.12.2.1 If OTHER, specify:

1.1.12.3 Islet Viability: % Not Documented

1.2 Comments regarding the final islet preparation:

Submit

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Integrated Islet Distribution Program

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-----Training Site-----

Done Internet 100%

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Isolation Process Flow screen - refer to next page.

Isolation Process Flow screen - Click on **[Add Rescue Fraction]** if you need to complete the information for a Rescue Run – refer to the next page.

The screenshot shows the 'IIDP - Islet Cell Processing Data Form: Isolation Process Flow' interface. The browser window title is 'IIDP - Islet Cell Processing Data Form: Isolation Process Flow - Windows Internet Explorer'. The address bar shows the URL: https://stage.coh.org/iidp_new/form_purifsummary.asp?df=1604&r=1&u=21. The page content is organized into three steps:

- Step 1: General Purification Data**
[Purification Information] (Completed)
- Step 2: Purification / Rescue Run Data**
This section contains two columns: 'Purification Fraction(s)' and 'Rescue Fraction(s)'. Each column has an 'Add' button. A red arrow points to the 'Add Rescue Fraction' button. Below the columns are checkboxes for 'Most Pure Fraction' and 'Available for culture' (with a legend for 'Not available for culture').
- Step 3: Culture Data**
This section is titled 'Culture' and contains a table with columns for 'Most Pure Fraction' and other data points. The 'Most Pure Fraction' column shows a small image of a pipette tip.

Note: If click on [Add Rescue Fraction], the system will display the Islet Characterization Post Purification section questions.

Isolation Process Flow screen – The Rescue Run is now added to the culture section to complete as needed.

IIDP - Islet Cell Processing Data Form: Isolation Process Flow - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_purifsummary.asp?df=16048r=1&u=21

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IIDP - Islet Cell Processing Data Form: Isolation Proce...

Step 2: Purification / Rescue Run Data

Purification Fraction(s)	Rescue Fraction(s)
[Add Purification Fraction]	[Add Rescue Fraction]
Most Pure Fraction  	Most Pure Rescue Fraction  

Available for culture
 Not available for culture

Step 3: Culture Data

Culture					
 Most Pure Fraction	 Most Pure Rescue Fraction				
 Most Pure Fraction 					

Done Internet 100%

Isolation Process Flow screen – The Rescue Run can be ‘dragged and dropped’ into the culture flask as discussed on page 114.

IIDP - Islet Cell Processing Data Form: Isolation Process Flow - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_purifsummary.asp?df=1604&r=1&u=21

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IIDP - Islet Cell Processing Data Form: Isolation Proce...

[Add Purification Fraction] [Add Rescue Fraction]

Most Pure Fraction Most Pure Rescue Fraction

Available for culture
Not available for culture

Step 3: Culture Data

Culture					
 Most Pure Fraction	 Most Pure Rescue Fraction				
 Most Pure Fraction Most Pure Rescue Fraction (Not Started)					

Done Internet 100%

Isolation Process Flow screen – Click on the [Delete [X]] icon to delete a Purification Fraction and/or Rescue Fraction. Then confirm if you definitely want to delete a fraction.

The screenshot displays the 'IIDP - Islet Cell Processing Data Form: Isolation Process Flow' in Internet Explorer. The browser address bar shows the URL: https://stage.coh.org/iidp_new/form_purifsummary.asp?df=1604&r=1&u=21. The page content is organized into steps:




- Step 1: General Information Data** [Purification Information] (Completed)
- Step 2: Purification / Rescue Run Data**
 - Purification Fraction(s)**: Includes 'Most Pure Fraction' with an edit icon and a delete icon (X).
 - Rescue Fraction(s)**: Includes 'Most Pure Rescue Fraction' with an edit icon and a delete icon (X). A red arrow points to this delete icon.
- Step 3: Culture Data**
 - Culture**: A table with columns for culture data. The first row contains 'Most Pure Fraction' and 'Most Pure Rescue Fraction', each with a vial icon. The second row contains a vial with red liquid and a delete icon.

A 'Message from webpage' dialog box is open, asking: 'Do you want to delete this rescue fraction?' with 'OK' and 'Cancel' buttons.

The browser's status bar at the bottom shows the URL: https://stage.coh.org/iidp_new/form_purifsummary.asp?df=1604&r=1&u=21&t=r&group=1&a=df and the page is zoomed to 100%.

Isolation Process Flow screen (continued) - Click on [Add Culture Batch] if you need to add another culture

Step 3: Culture Data

Culture					
 Most Pure Fraction					
 Most Pure Fraction (Complete)	 (Complete)				
[Add Culture Batch]					

Step 4: Final Islet Preparation Data
[Islet Characterization Results] (Completed)

Note: If click on [Add Culture Batch], the system will display the culture questions – refer to the Culture Information section questions.

Click on the **[Remove ()]** icon in the bottom right hand corner of the culture flask box to remove a culture as needed.

OR

Click on **[Submit]** to submit/save the Isolation Process Flow (Steps 1 – 4) data to the system. The system will return the user to the Distribution Record Detail Summary.

Distribution Record Detail Summary – Click on **[Edit]** to complete the next section. Please note the change in **'Status'** of each section.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

		Section	Section Status	
[Edit]		General Information*	Complete	
[Edit]		Organ Recovery Information*	Complete	
[Edit]		Pancreas Characterization in your Laboratory	Complete	
[Edit]	[Add Lot]	Collagenase Information	Complete	
[Edit]		Collagenase Lots 1	Complete	[Delete]
[Edit]		Pancreas Distention Information*	Complete	
[Edit]		Digestion Information	Complete	
[Edit]		Islet Characterization Post Digestion	Complete	
[Edit]		Purification Information	Complete	
[Edit]		Islet Microbiology Results Information	New	
[Edit]		Mouse Data Information	New	

Save Record

The user may close out of a Distribution Record at any time - Click on **[Save Record]** to submit the Distribution Record to the system. The system will display a confirmation message that an Incomplete Distribution Record has been submitted if all the sections do not have a **'Complete'** status.

Islet Microbiology Results Information section – Complete the questions in the Islet Microbiology Results Information section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions. Refer to the next page when 'Yes' is selected for question 2.

The screenshot shows a web browser window with the following elements:

- Browser Title Bar:** IIDP - Islet Cell Processing Data Form: Islet Microbiology Results Information - Windows Internet Explorer
- Address Bar:** https://stage.coh.org/iidp_new/form_micro.aspx?df=1604&r=1&n=0
- Navigation Bar:** File, Edit, View, Favorites, Tools, Help
- Search Bar:** Google search bar with 'ak.jac...' in the user profile area.
- Navigation Icons:** Home, Back, Forward, Stop, Reload, Print, Page, Safety, Tools.
- Page Header:** IIDP - Islet Cell Processing Data Form: Islet Microbiology Results Information
- Help Desk:** A question mark icon labeled 'Help Desk'.
- Islet Shipment Summary Table:**

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,842,975
CIT Islet Cap:	500,000
CIT Islets Remaining:	418,000
- Form Content:**

Unos ID: AKJ_TEST_676 Isolation ID: 676_test_akj

 - Were islets taken from the final preparation for islet release and/or quality control testing?
 - No Yes Not Done
 - If YES, answer the following questions:
 - How many IEQs were taken from the final preparation for islet release and/or quality control testing?
 -
 - Were the islets that were used for quality control testing purposes included as part of the final islet preparation count?
 - No Yes
 - Were microbiology samples taken at any point during the transportation and/or isolation process?
 - No Yes
 - If YES, indicate ALL time points at which samples were taken:
 - Transportation Fluid:
 - Post-Digestion:
 - Post-Purification:
 - Post-Culture:

Islet Microbiology Results Information section (continued) – When ‘Yes’ is selected for question 2, then select when the microbiology samples were taken. For those microbiology samples, the system will display the microbiology questions to complete for each sample.

IIDP - Islet Cell Processing Data Form: Islet Microbiology Results Information - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_micro.aspx?df=1604&r=1&n=0

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IIDP - Islet Cell Processing Data Form: Islet Microbiolo...

2. ? Were microbiology samples taken at any point during the transportation and/or isolation process? No Yes

2.1 If YES, indicate ALL time points at which samples were taken:

2.1.1 ? Transportation Fluid:

2.1.1.1 ? Gram Stain:

2.1.1.1.1 ? If POSITIVE, specify:

2.1.1.2 ? Aerobic Culture:

2.1.1.2.1 If POSITIVE, specify:

2.1.1.3 ? Anaerobic Culture:

2.1.1.3.1 If POSITIVE, specify:

2.1.1.4 ? Fungal Culture:

2.1.1.4.1 If POSITIVE, specify:

2.1.1.5 ? Mycoplasma:

2.1.1.5.1 If POSITIVE, specify:

2.1.2 ? Post-Digestion:

2.1.3 ? Post-Purification:

2.1.4 ? Post-Culture:

Done Internet 100%

Islet Microbiology Results Information section (continued)

The screenshot shows a web browser window with the URL https://stage.coh.org/iidp_new/form_micro.aspx?df=16048r=1&n=0. The browser is displaying a form titled "IIDP - Islet Cell Processing Data Form: Islet Microbiology Results Information". The form is organized into sections:

- 2.1.4 Post-Culture:** This section is checked. It contains five sub-sections, each with a dropdown menu and a text input field:
 - 2.1.4.1 Gram Stain:** Dropdown menu, followed by "If POSITIVE, specify:" and a text input field.
 - 2.1.4.2 Aerobic Culture:** Dropdown menu, followed by "If POSITIVE, specify:" and a text input field.
 - 2.1.4.3 Anaerobic Culture:** Dropdown menu, followed by "If POSITIVE, specify:" and a text input field.
 - 2.1.4.4 Fungal Culture:** Dropdown menu, followed by "If POSITIVE, specify:" and a text input field.
 - 2.1.4.5 Mycoplasma:** Dropdown menu, followed by "If POSITIVE, specify:" and a text input field.
- 2.1.5 Final Preparation:** Unchecked checkbox.
- 2.1.6 Other:** Unchecked checkbox.
- 3. Total endotoxin units in final preparation:** A dropdown menu followed by two checkboxes: "Not Documented" and "Not Done".

A red arrow points to the **Submit** button at the bottom of the form.

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Distribution Record Detail Summary.

Distribution Record Detail Summary – Click on **[Edit]** to complete the next section. Please note the change in **'Status'** of each section.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

		Section	Section Status	
[Edit]		General Information*	Complete	
[Edit]		Organ Recovery Information*	Complete	
[Edit]		Pancreas Characterization in your Laboratory	Complete	
[Edit]	[Add Lot]	Collagenase Information	Complete	
[Edit]		Collagenase Lots 1	Complete	[Delete]
[Edit]		Pancreas Distention Information*	Complete	
[Edit]		Digestion Information	Complete	
[Edit]		Islet Characterization Post Digestion	Complete	
[Edit]		Purification Information	Complete	
[Edit]		Islet Microbiology Results Information	Complete	
[Edit]		Mouse Data Information	New	

Save Record

The user may close out of a Distribution Record at any time - Click on **[Save Record]** to submit the Distribution Record to the system. The system will display a confirmation message that an Incomplete Distribution Record has been submitted if all the sections do not have a **'Complete'** status.

Mouse Data Information section – Complete the questions in the Mouse Data Information section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

IIDP - Islet Cell Processing Data Form: Mouse Data Information

Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,842,975
CIT Islet Cap:	500,000
CIT Islets Remaining:	418,000

Unos ID: AKJ_TEST_676 Isolation ID: 676_test_akj

1. Was a mouse bioassay conducted as a potency assay for quality control? No Yes

1.1 If YES, please answer the following summary questions regarding the mouse bioassay:

1.1.1 Mouse Experiment ID:

1.1.2 Indicate the mouse model used:

1.1.2.1 If OTHER, specify:

1.1.3 Number of mice transplanted:

1.1.4 Number of IEQ transplanted per mouse? IEQ

1.1.5 Into which organ were the islets transplanted?

1.1.5.1 If OTHER, specify:

1.1.6 Route of transplantation:

1.1.6.1 If OTHER, specify:

Done


Internet 100%

Mouse Data Information section (continued)

The screenshot shows a web browser window with the address bar displaying https://stage.coh.org/iidp_new/form_mouse.aspx?df=1604&r=1&n=0. The browser interface includes a menu bar (File, Edit, View, Favorites, Tools, Help), a search bar with Google, and a Norton Safe Search toolbar. The main content area displays a data entry form with the following sections:

- 1.1.6** [?] Route of transplantation:
 - 1.1.6.1** If OTHER, specify:
- 1.1.7** [?] Percentage of mice cured:
- 1.1.8** [?] Select ALL the outcome variables used to judge a cure:
 - 1.1.8.1** Blood Glucose permanently < 200 mg/dL
 - 1.1.8.2** Insulin permanently > 5 µU/L
 - 1.1.8.3** C-peptide permanently >1 ng/mL
 - 1.1.8.4** Other
 - 1.1.8.4.1** If OTHER, specify:

A red arrow points to the **Submit** button located at the bottom right of the form area.

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-----Training Site-----

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Distribution Record Detail Summary.

Distribution Record Detail Summary – Click on **[Edit]** to complete the next section. Please note the change in **'Status'** of each section.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

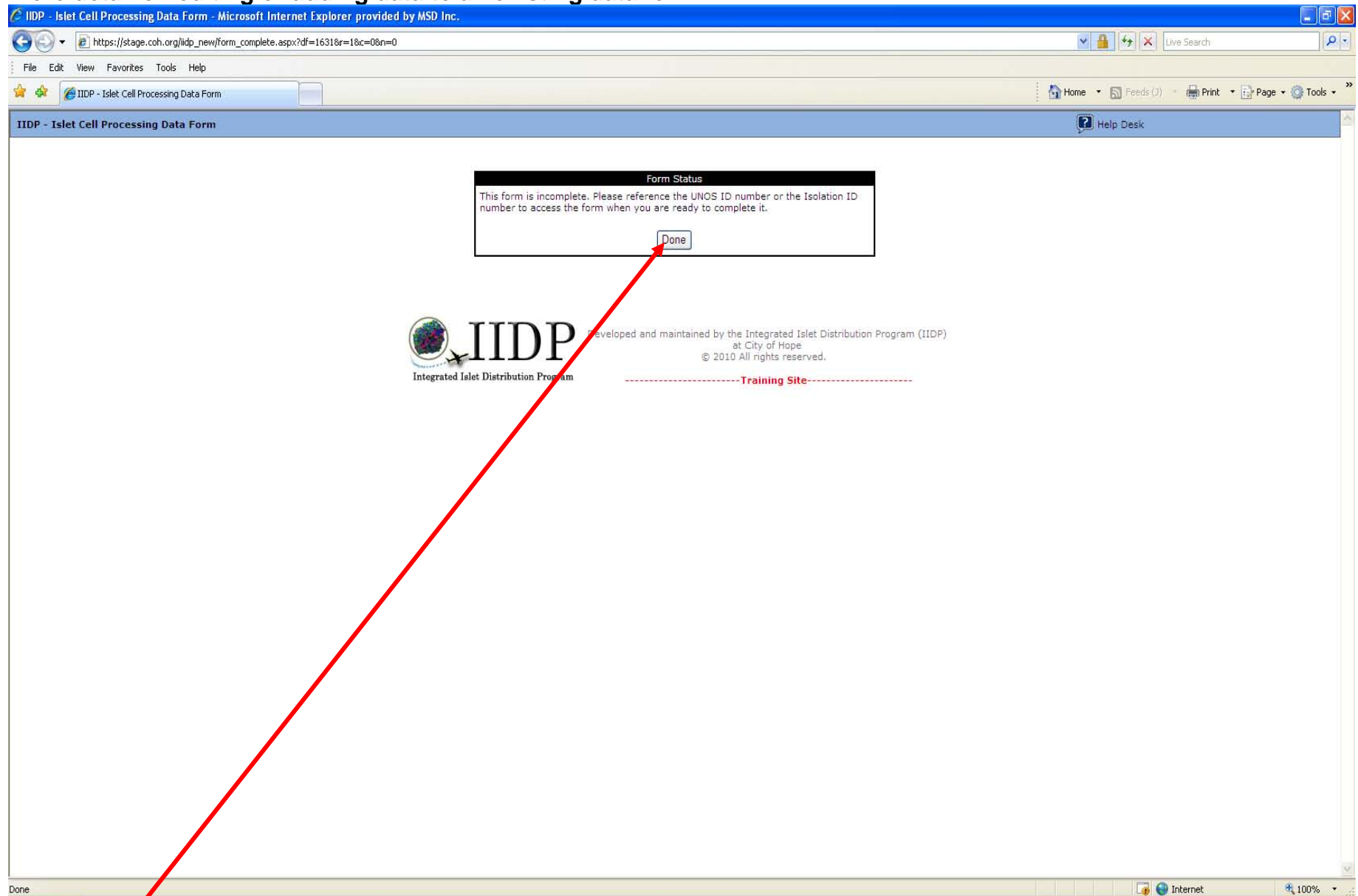
Do you want to broadcast an isolation? No Yes

		Section	Section Status	
[Edit]		General Information*	Complete	
[Edit]		Organ Recovery Information*	Complete	
[Edit]		Pancreas Characterization in your Laboratory	Complete	
[Edit]	[Add Lot]	Collagenase Information	Complete	
[Edit]		Collagenase Lots 1	Complete	[Delete]
[Edit]		Pancreas Distention Information*	Complete	
[Edit]		Digestion Information	Complete	
[Edit]		Islet Characterization Post Digestion	Complete	
[Edit]		Purification Information	Complete	
[Edit]		Islet Microbiology Results Information	Complete	
[Edit]		Mouse Data Information	Complete	

Save Record

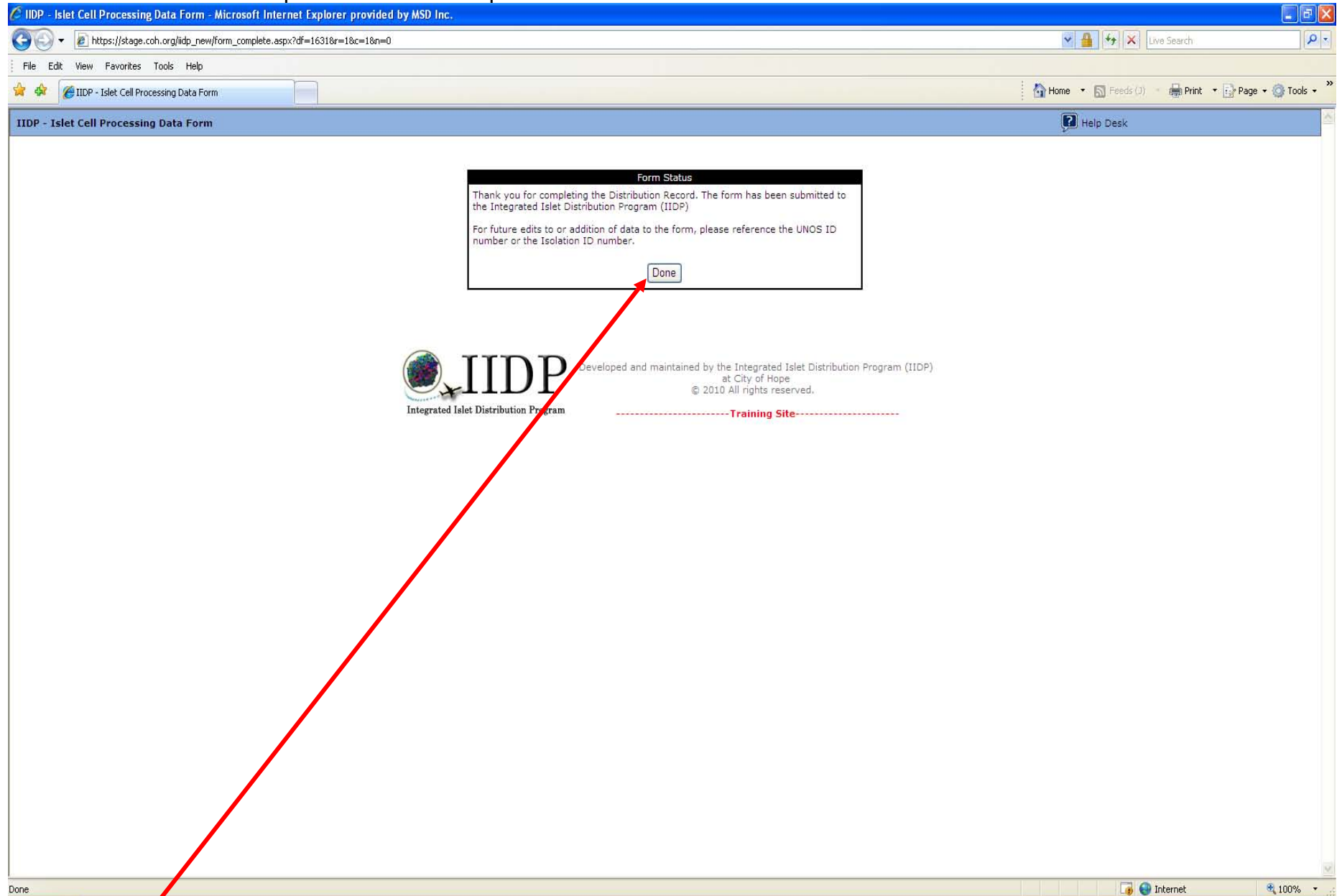
The user may close out of a Distribution Record at any time - Click on **[Save Record]** to submit the Distribution Record to the system. The system will display a confirmation message that an Incomplete Distribution Record has been submitted if all the sections do not have a **'Complete'** status.

Confirmation screen – Incomplete data fields - The system will display this confirmation message when **[Save Record]** is clicked on and there are required fields that are not complete. **Refer to 7.0 Edit/View an Existing Distribution Record for more detail on editing or adding data to an existing data form.**



Click on **[Done]** and the system will return the user to the Main Page.

Confirmation screen – Complete Data Fields – The system will display this confirmation message when **[Save Record]** is clicked on and all of the required fields are complete.



Click on **[Done]** and the system will return the user to the Main Page.

Main Page – Click on any menu option as needed OR click on **[Log off]** to log out of the system.

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- Edit/View Existing Quick Broadcast
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory

Documentation

- Standard Operating Procedures (SOPs)

User Profile

- User Information
- CHANGE PASSWORD

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Addendum – If the Islets had been used for Clinical Transplant (Question 3.2 in the General Information section) then an additional section will need to be completed – **Clinical Islet Transportation Information section** - refer to the next page.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

		Section	Section Status
[Edit]		General Information	New
[Edit]		Organ Recovery Information	New
[Edit]		Pancreas Characterization in your Laboratory	New
[Edit]	[Add Lot]	Collagenase Information	New
[Edit]		Pancreas Distention Information	New
[Edit]		Digestion Information	New
[Edit]		Islet Characterization Post Digestion	New
[Edit]		Purification Information	New
[Edit]		Islet Microbiology Results Information	New
[Edit]		Mouse Data Information	New
[Edit]		Clinical Islet Transportation Information	New

Save Record

Clinical Islet Transportation Information section – Complete the questions in the Clinical Islet Transportation Information section. Place the cursor on the question mark (?) icon to receive instructions on how to answer the questions.

Note: For question 1, if 'Transplanted In-House' is selected then the 'IF Transplanted In-House' questions must be completed and the 'IF Shipped to a remote site for transplantation' questions do not need to be completed.

For question 1, if "Shipped to a remote site for transplantation" is selected, then the 'IF Shipped to a remote site for transplantation' questions must be completed and the 'IF Transplanted In-House' questions do not need to be completed.

IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,842,975
CIT Islet Cap:	500,000
CIT Islets Remaining:	418,000

Unos ID: AKJ_TEST_676 Isolation ID: 676_test_akj

1. Were islets transplanted at a local in-house facility or shipped to a remote site? Transplanted in-house

IF Transplanted In-House:

1.1 What type of suspension container was used?
1.1.1 If OTHER, specify:

1.2 For each container used, indicate the volume of the suspension/container and the number of IEQs/container:

Container ID	Volume	IEQs/Container
Ciprofloxacin		
Heparin		

1.3 What type of transplant media base was used? Transplanted in-house

1.3.1 If OTHER, specify:

1.4 Were any additives added by your laboratory to the transplant media base?
 No Yes Not Documented

1.4.1 If YES, select ALL the additives that were added and indicate the amount of each:
 Amount used (optional)

Add Container

Click on **[Add Container]** to complete the volume information for each suspension container used. Refer to the next page.

Clinical Islet Transportation Information section (continued) - Enter the volume of the suspension container and the IEQs per container.

The screenshot shows a web browser window displaying the IIDP - Islet Cell Processing Data Form: Clinical Islet Transportation Information. The main form area is titled "IIDP - Islet Cell Processing Data Form: Islet Processing Information - Container". It contains a table with the following data:

Unos ID: AKJ_TEST_676	Isolation ID: 676_test_akj
For each container used, indicate the volume of the suspension/container and the number of IEQs/container:	
<input type="text"/>	mL
<input type="text"/>	IEQs/container
<input type="button" value="Add Container"/>	

Below the table, there is a section titled "IF Transplanted In-House:" with sub-questions 1.1 through 1.4. A red arrow points from the "Add Container" button in the table to the "Add Container" button in the bottom right corner of the form area.

The bottom right corner of the form area contains an "Add Container" button and a "Not Documented" checkbox.

The footer of the page includes the IIDP logo and text: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." and "-----Training Site-----".

Click on **[Add Container]** - refer to the next page.

Clinical Islet Transportation Information section (continued) – The system adds the suspension container volume and IEQs per container to the table. Click on **[Edit]** to edit the volume amount or click on **[Delete]** to delete the container added.

IIDP - Islet Cell Processing Data Form: Clinical Islet Transportation Information

Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,842,975
CIT Islet Cap:	500,000
CIT Islets Remaining:	418,000

Unos ID: AKJ_TEST_676 Isolation ID: 676_test_akj

1. Were islets transplanted at a local in-house facility or shipped to a remote site? Transplanted in-house

IF Transplanted In-House:

1.1 What type of suspension container was used? Bags

1.1.1 If OTHER, specify:

1.2 For each container used, indicate the volume of the suspension/container and the number of IEQs/container:

	Container ID	Volume	IEQs/Container	
[Edit]	1	100	1000	[Delete]

1.3 What type of transplant media base was used?

1.3.1 If OTHER, specify:

1.4 Were any additives added by your laboratory to the transplant media base? No Yes Not Documented

1.4.1 If YES, select ALL the additives that were added and indicate the amount of each:

Click on **[Add Container]** to add additional container information as needed OR continue completing the rest of the form.

Clinical Islet Transportation Information section (continued)

IIDP - Islet Cell Processing Data Form: Clinical Islet Transportation Information - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_islettrans.aspx?df=1604&r=1&n=0

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IIDP - Islet Cell Processing Data Form: Clinical Islet Tr...

1.4 ? Were any additives added by your laboratory to the transplant media base? No Yes Not Documented

1.4.1 ? If YES, select ALL the additives that were added and indicate the amount of each:

Ciprofloxacin	>>		
Heparin	<<		
HEPES			
Human Serum Albumin (HSA)			
Recipient Serum (from transplant recipient)			

Above is a list of available additives. Above is a list of selected additives.

Add other additives

Specify additional additives (Enter an additive in the text box and then click on the 'Add other additives' button to add the additive to the list. Repeat as needed.):

1.5 ? How long was the suspension in the container(s) before being infused into the patient (i.e. time in container to start of infusion)? Hours Minutes Not Documented

1.6 ? What was the total volume of solution used to rinse the suspension container(s) during and/or after the islet infusion? mL Not Documented Not Done

1.7 ? Date and time when Infusion started: (24 hours clock) Not Documented

1.8 ? Date and time when Infusion ended: (24 hour clock) Not Documented

1.8.1 ? If exact infusion time is not known, indicate the total estimated ischemia time (cross-clamp to end of Infusion): Days Hours Not Documented

IF Shipped to a remote site for transplantation:

1.9 ? What type of transport container was used?

1.9.1 If OTHER, specify:

Done Internet 100%

Clinical Islet Transportation Information section (continued)

IIDP - Islet Cell Processing Data Form: Clinical Islet Transportation Information - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_islettrans.aspx?df=1604&r=1&n=0

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IIDP - Islet Cell Processing Data Form: Clinical Islet Tr...

1.10 ? For each transport container shipped, indicate the volume of media and the number of IEQs/container:

Container ID	Volume	IEQs/container
--------------	--------	----------------

Add Container

1.11 ? What type of transport media base was used?

1.11.1 If OTHER, specify:

1.12 ? Were any additives added by your laboratory to the transport media base?

No Yes Not Documented

1.12.1 ? If YES, select ALL the additives that were added and indicate the amount of each:

AB Serum	<input type="checkbox"/>		
Ciprofloxacin	<input type="checkbox"/>		
Glutathione (L-glutathione)	<input type="checkbox"/>		
Heparin	<input type="checkbox"/>		
HEPES	<input type="checkbox"/>		

>> <<

Amount used (optional)

Above is a list of available additives. Above is a list of selected additives.

Add other additives

Specify additional additives (Enter an additive in the text box and then click on the 'Add other additives' button to add the additive to the list. Repeat as needed.):

1.13 ? What was the temperature of the islet preparation during shipping?

1.13.1 If OTHER, specify:

1.14 ? How long was the islet preparation held in the transport containers?

Hours Minutes Not Documented

Submit

Click on **[Submit]** to submit/save the data to the system. The system will return the user to the Distribution Record Detail Summary.

Distribution Record Detail Summary – Click on **[Edit]** to complete the next section. Please note the change in **'Status'** of each section.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

	Section	Section Status	
[Edit]	General Information*	Complete	
[Edit]	Organ Recovery Information*	Complete	
[Edit]	Pancreas Characterization in your Laboratory	Complete	
[Edit] [Add Lot]	Collagenase Information	Complete	
[Edit]	Collagenase Lots 1	Complete	[Delete]
[Edit]	Pancreas Distention Information*	Complete	
[Edit]	Digestion Information	Complete	
[Edit]	Islet Characterization Post Digestion	Complete	
[Edit]	Purification Information	Complete	
[Edit]	Islet Microbiology Results Information	Complete	
[Edit]	Mouse Data Information	Complete	
[Edit]	Clinical Islet Transportation Information	Complete	

Save Record

The user may close out of a Distribution Record at any time - Click on **[Save Record]** to submit the Distribution Record to the system. The system will display a confirmation message that an Incomplete Distribution Record has been submitted if all the sections do not have a **'Complete'** status.

6.0 Broadcast an Isolation from the Distribution Record

Click on **[Complete a Distribution Record]** to broadcast an isolation .

The screenshot shows a Windows Internet Explorer browser window. The address bar displays the URL https://stage.coh.org/iidp_new/form_action.aspx. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. Below the menu bar are search engines for Google and Norton, and a Favorites bar with several entries. The main content area of the browser displays a light blue box with the text "Please select what you would like to complete today." and two buttons: "Quick Broadcast" and "Complete a Distribution Record". A red arrow originates from the text "Click on [Complete a Distribution Record] to broadcast an isolation ." and points directly to the "Complete a Distribution Record" button. At the bottom of the browser window, the IIDP logo is visible, along with the text "IIDP Integrated Islet Distribution Program" and "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." Below this is a red dashed line with the text "-----Training Site-----". The browser's status bar at the bottom shows "Done" and "Internet" with a 100% zoom level.

UNOS ID and Islet Isolation ID Screen - Enter the UNOS ID number and the Islet Isolation ID number and select the Islet Source for the new Islet Isolation and then click on **[Submit]**. Click on **[Cancel]** to return to the Main Page. Refer to pages 11 – 14 for information regarding if a duplicate UNOS ID and/or Isolation ID is entered

form_duplicate - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_duplicate.aspx

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form_duplicate

[IIDP Home] [Log off] Help Desk

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,842,975
CIT Islet Cap:	500,000
CIT Islets Remaining:	418,000

IIDP – Islet Cell Processing Data Form

New ICP Data Form

UNOS ID Number:

Islet Isolation ID Number:

Enter Islet Source:

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Done Internet 100%

This is the default Distribution Record Form Summary Detail Screen that is displayed when **[Complete a Distribution Record]** is selected. In order to broadcast an isolation from within the Distribution Record, 'Yes' must be selected for "Do you want to broadcast an isolation?" - refer to the next page.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

	Section	Section Status
[Edit]	General Information	New
[Edit]	Organ Recovery Information	New
[Edit]	Pancreas Characterization in your Laboratory	New
[Edit] [Add Lot]	Collagenase Information	New
[Edit]	Pancreas Distention Information	New
[Edit]	Digestion Information	New
[Edit]	Islet Characterization Post Digestion	New
[Edit]	Purification Information	New
[Edit]	Islet Microbiology Results Information	New
[Edit]	Mouse Data Information	New
[Edit]	Clinical Islet Transportation Information	New

Save Record

The three (3) required broadcast forms are now displayed in the Summary Detail screen. An isolation can be broadcast within the distribution record at any time as long as the three required broadcast forms have been completed. **Refer to 4.0 Broadcast an Isolation – Quick Broadcast** for information regarding completion of the broadcast forms and **refer to 5.0 Complete a Distribution Record** for information regarding completion of the Distribution Record.

IIDP Website: Submission Summary - Windows Internet Explorer

https://stage.coh.org/iidp_new/form_summary.aspx?df=1623&n=1

Do you want to broadcast an isolation? No Yes

	Section	Section Status
[Edit]	Donor Information*	New
[Edit]	Characterization of Islets for Distribution Information*	New
[Edit]	Research Islet Transportation Information*	New
[Edit]	Additional Islet Assessments - Preliminary	New
[Edit]	Additional Islet Assessments - Final	New
[Edit]	Optional Islet Assessments	New
[Edit]	General Information*	New
[Edit]	Organ Recovery Information*	New
[Edit]	Pancreas Characterization in your Laboratory	New
[Edit] [Add Lot]	Collagenase Information	New
[Edit]	Pancreas Distention Information*	New
[Edit]	Digestion Information	New
[Edit]	Islet Characterization Post Digestion	New
[Edit]	Purification Information	New
[Edit]	Islet Microbiology Results Information	New
[Edit]	Mouse Data Information	New

Save Record & Broadcast Now Save Record

Click on **[Save Record and Broadcast Now]** or **[Save Record]**. **[Save Record and Broadcast Now]** will save the Distribution Record in the system and will broadcast the isolation – refer to pages 15 – 34 in **4.0 Broadcast an Isolation – Quick Broadcast**. **[Save Record]** will save the Distribution Record in the system and will be available to edit/view as needed – refer to **7.0 Edit/View Existing Distribution Record**.

7.0 Edit/View Existing Distribution Record

Main Page - Click on the menu option **[Edit/View existing distribution record]** under **[Records for All Isolations]** to display the existing data entry forms entered in to the system for islet isolations.

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- Edit/View Existing Quick Broadcast
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory


• IIDP Distribution Reports
username: abccdistribreports
password: islets

Documentation

- Standard Operating Procedures (SOPs)

User Profile

- User Information
- CHANGE PASSWORD

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The system will then display all of the distribution records entered for your specific institution.

Existing Distribution Records - The system will display the list of Distribution Records that have been entered into the system for your institution. Incomplete forms will be 'flagged'. Click on any of the Headers to sort by - for example the UNOS ID # as previously described on page 13.

The screenshot shows a web browser window with the URL https://stage.coh.org/iidp_new/search_summary.aspx. The page displays a table of Distribution Records. The table has the following columns: UNOS ID#, Isolation ID#, Source, Incomplete, Date Submitted, Pancreas Used For, Institution, and Author. The 'Incomplete' column contains a red flag icon for every row. The first row is highlighted, and its '[Edit]' link is pointed to by a red arrow.

		UNOS ID#	Isolation ID#	Source	Incomplete	Date Submitted	Pancreas Used For	Institution	Author
1	[Edit]	AKJ_TEST_680	680_test_akj	IIDP	🚩	01/30/2010	Basic Science Research	University of Miami	Amy Jacobs
2	[Edit]	AKJ_TEST3845	test3845_akj	IIDP	🚩	01/30/2010	Basic Science Research	University of Miami	Amy Jacobs
3	[Edit]	M014	M014	IIDP	🚩	01/28/2010	Basic Science Research	University of Miami	Staff Member
4	[Edit]	M011	M011	IIDP	🚩	01/27/2010	Basic Science Research	University of Miami	Staff Member
5	[Edit]	M012	M012	IIDP	🚩	01/27/2010	Basic Science Research	University of Miami	Staff Member
6	[Edit]	M013	M013	IIDP	🚩	01/27/2010	Basic Science Research	University of Miami	Staff Member
7	[Edit]	AKJ_TEST_465	465_test_akj		🚩	01/18/2010	Basic Science Research	University of Miami	Amy Jacobs
8	[Edit]	M010	M010	CIT	🚩	01/18/2010	Basic Science Research	University of Miami	Staff Member
9	[Edit]	AKJ_TEST_877	877_test_akj	IIDP	🚩	01/16/2010	Basic Science Research	University of Miami	Amy Jacobs
10	[Edit]	WYX456	h567	CIT	🚩	01/14/2010	Basic Science Research	University of Miami	Barbara Olack
11	[Edit]	AKJ_TEST_676	676_test_akj		🚩	01/09/2010	Clinical Transplant	University of Miami	Amy Jacobs
12	[Edit]	AKJ_TEST_878	878_test_akj	IIDP	🚩	01/09/2010	Basic Science Research	University of Miami	Amy Jacobs
13	[Edit]	M008	M008	IIDP	🚩	01/08/2010	Basic Science Research	University of Miami	Staff Member
14	[Edit]	M009	M009	IIDP	🚩	01/08/2010	Basic Science Research	University of Miami	Staff Member
15	[Edit]	FF01	FF01	IIDP	🚩	01/07/2010	Basic Science Research	University of Miami	Staff Member
16	[Edit]	XYZ098	h786	IIDP	🚩	01/06/2010	Basic Science Research	University of Miami	martha antler
17	[Edit]	ABC567	h234	IIDP	🚩	01/04/2010	Basic Science Research	University of Miami	Barbara Olack
18	[Edit]	JEN0104	104	CIT	🚩	01/04/2010	Basic Science Research	University of Miami	Jenny Chuang

Click on **[Edit]** of the desired Distribution Record to edit and/or add data to the form. The system will display the Distribution Record Detail Summary screen for the user to select the section(s) to edit and/or add data.

Distribution Record Detail Summary WITH a Broadcast - Click on [Edit] to display the desired section to complete.

The screenshot shows a web browser window with the URL https://stage.coh.org/iidp_new/form_summary.aspx?df=1622&r=1&n=0. The page title is "IIDP Website: Submission Summary". The browser interface includes a menu bar (File, Edit, View, Favorites, Tools, Help), a search bar, and a toolbar with various utility icons. The main content area features a navigation bar with links for "[IIDP Home]", "[Log off]", and "Help Desk".

		Section	Section Status
[View]		Donor Information	Complete
[View]		Characterization of Islets for Distribution Information	Complete
[View]		Research Islet Transportation Information	Complete
[Edit]		Additional Islet Assessments - Preliminary	New
[Edit]		Additional Islet Assessments - Final	New
[Edit]		Optional Islet Assessments	Optional
[Edit]		General Information	New
[Edit]		Organ Recovery Information	New
[Edit]		Pancreas Characterization in your Laboratory	New
[Edit]	[Add Lot]	Collagenase Information	New
[Edit]		Pancreas Distention Information	New
[Edit]		Digestion Information	New
[Edit]		Islet Characterization Post Digestion	New
[Edit]		Purification Information	New
[Edit]		Islet Microbiology Results Information	New
[Edit]		Mouse Data Information	New

Save Record

Distribution Record Detail Summary WITHOUT a Broadcast - Click on [Edit] to display the desired section to complete.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

		Section	Section Status	
[Edit]		General Information*	Complete	
[Edit]		Organ Recovery Information*	Complete	
[Edit]		Pancreas Characterization in your Laboratory	Complete	
[Edit]	[Add Lot]	Collagenase Information	Complete	
[Edit]		Collagenase Lots 1	Complete	[Delete]
[Edit]		Pancreas Distention Information*	Complete	
[Edit]		Digestion Information	Complete	
[Edit]		Islet Characterization Post Digestion	Complete	
[Edit]		Purification Information	Complete	
[Edit]		Islet Microbiology Results Information	Complete	
[Edit]		Mouse Data Information	Complete	
[Edit]		Clinical Islet Transportation Information	Complete	

Save Record

The system will display the desired section in the Edit/Add Mode. Edit and/or Add data as needed.

The screenshot shows a Windows Internet Explorer browser window displaying the IIDP - Islet Cell Processing Data Form: Pancreas Characterization at Center. The browser's address bar shows the URL: https://stage.coh.org/iidp_new/form_panchar.aspx?df=1604&r=1&n=0. The page title is "IIDP - Islet Cell Processing Data Form: Pancreas Characterization at Center".

In the top right corner, there is a table titled "Islet Shipment Summary":

Islet Shipment Summary	
IIDP Islet Cap:	2,000,000
IIDP Islets Remaining:	1,842,975
CIT Islet Cap:	500,000
CIT Islets Remaining:	418,000

Below the table, the form header displays "Unos ID: AKJ_TEST_676" and "Isolation ID: 676_test_akj".

The main form content includes the following questions and options:

1. Answer the following questions about the overall condition of the pancreas upon arrival at your laboratory:
 - 1.1 No Yes Not Documented
 - 1.2 No Yes Not Documented
 - 1.3 No Yes Not Documented
2. Describe the surface fat of the pancreas (select one):
Light
3. Describe the fat infiltration of the pancreas (select one):
Patchy
4. Comments regarding pancreas characterization:
testing

A red arrow points to the "Submit" button at the bottom of the form.

Click on **[Submit]** to submit the edits and/or additions to the system. The system will return the user to the Distribution Record Detail Summary.

Distribution Record Detail Summary – Repeat the process as needed to edit and/or add data to the Distribution Record sections.

Note: If you would like to broadcast an offer from within a batch record, click on 'Yes' for 'Do you want to broadcast an isolation?'

Do you want to broadcast an isolation? No Yes

	Section	Section Status	
[Edit]	General Information*	Complete	
[Edit]	Organ Recovery Information*	Complete	
[Edit]	Pancreas Characterization in your Laboratory	Complete	
[Edit]	[Add Lot] Collagenase Information	Complete	
[Edit]	Collagenase Lots 1	Complete	[Delete]
[Edit]	Pancreas Distention Information*	Complete	
[Edit]	Digestion Information	Complete	
[Edit]	Islet Characterization Post Digestion	Complete	
[Edit]	Purification Information	Complete	
[Edit]	Islet Microbiology Results Information	Complete	
[Edit]	Mouse Data Information	Complete	
[Edit]	Clinical Islet Transportation Information	Complete	

8.0 View Islet Offer

Main Page - Click on the menu option **[View Islet Offer]** under **[Records fro All Isolations]** to view the Islet Offer(s).

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- Edit/View Existing Quick Broadcast
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory

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- Standard Operating Procedures (SOPs)

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- User Information
- CHANGE PASSWORD

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The system will then display the Islet Offer(s) – refer to the next page.

View Islet Offer – The system displays all of the islet offers that are in the system. Click on **[Click Here]** to display the designated islet offer.

IIDP Website - Microsoft Internet Explorer

Address: https://stage.coh.org/iidp-distribution/view_offer.aspx


Menu ready for use

Institution	UNOS ID#	Source of Islets	Type of Fraction	Date of Broadcast	IEQs Available	# of IIDP Approved Investigators offered islets	# of Investigators that accepted offer	IEQs Accepted	IEQs sent	Send islets to investigators and/or view prioritized islet allocation investigator list	View User Feedback Form(s)
University of Miami	AKJ_TEST_878	IIDP	Most Pure	01/09/2010	20000	3	0	NA	NA	[Click Here]	[Click Here]
University of Miami	AKJ_TEST_878	IIDP	Less Pure	01/09/2010	20000	1	0	NA	NA	[Click Here]	[Click Here]
University of Miami	FF01	IIDP	Most Pure	01/07/2010	50000	25	1	2000	2000	[Click Here]	[Click Here]
University of Miami	FF01	IIDP	Least Pure	01/07/2010	25000	20	0	NA	NA	[Click Here]	[Click Here]
University of Miami	FF01	IIDP	Impure	01/07/2010	25000	20	0	NA	NA	[Click Here]	[Click Here]
University of Miami	JEN555	IIDP	Most Pure	01/07/2010	225000	45	0	NA	NA	[Click Here]	[Click Here]
University of Miami	JEN555	IIDP	Most Pure	01/07/2010	250000	5	1	20000	20000	[Click Here]	[Click Here]
University of Miami	JEN123	IIDP	Most Pure	01/07/2010	250000	12	0	NA	NA	[Click Here]	[Click Here]
University of Miami	JEN123	IIDP	Most Pure	01/07/2010	250000	45	0	NA	NA	[Click Here]	[Click Here]
University of Miami	JEN123	IIDP	Less Pure	01/07/2010	100000	1	0	NA	NA	[Click Here]	[Click Here]

[# of IIDP Approved Basic Science Investigators offered islets] indicates the number of PIs who received the offer – whether the offer was sent to a predetermined number (e.g., seven (7) PIs) or if the offer was sent to all of the PIs (e.g., Mass Offer).

Islet Offer screen - The system will display the islet offer of the designated UNOS ID and Type of Fraction. The system will display the names and associated information of the Principal Investigators who have been sent the broadcast message regarding the availability of islets.

Prep Type	PI Name	Institution	For-Profit Organization?	Responded to Offer?	Islet Offer Rejected?	Source of Islets	Amount Offered by Distribution Program	Amount Accepted by PI	Amount to be shipped by Center	Islets Shipped?	Material Shipping Tracking #	Materials Shipped to Center?
Most Pure	R. Paul Robertson	Pacific Northwest Research Institute	No	No	No	IIDP	10000	NA	NA	NA	NA	NA
Most Pure	Debbie C. Thurmond	University of Indiana School of Medicine	No	Yes	Yes	IIDP	1000	NA	NA	NA	NA	NA
Most Pure	Michael L. McDaniel	Washington University in St. Louis	No	Yes	No	IIDP	9000	5000	NA	NA	NA	NA
Most Pure	Ioannis Constantinidis	University of Florida	No	Yes	No	IIDP	15000	15000	NA	NA	NA	NA


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Click on **[Next]** to proceed to the shipping information screen – refer to the next page. Click on **[Return to offer list]** to view the list of all of the islet offers in the system – refer to page 163.

Islet Offer Shipping Information – Click on the **icon** to display the PI(s) shipping information regarding the islet offer – refer to the next screen.


The screenshot shows a web browser window with the URL https://stage.coh.org/iidp_new/confirm_recipient.aspx?df=322. The page title is "IIDP - Islet Cell Processing Data Form: Confirm Recipient". The page content includes two tables of islet data, a red announcement, and two buttons.

	Fraction	UNOS ID	Total Available for Shipment	Purity	Viability
	Most Pure	AKJ_TEST3845	20000	96%	95%

	Fraction	UNOS ID	Total Available for Shipment	Purity	Viability
	Less Pure	AKJ_TEST3845	20000	94%	95%

Tissue Shipment Forms are now ready!

[Shipment forms](#) [Return to offer list](#)

 **IIDP**
Integrated Islet Distribution Program

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-----Training Site-----

Predetermined PI Shipping List – The system displays the PI name(s) and associated shipping information. Click on the **[pencil icon]** to display the screen in edit mode to enter the required data fields – refer to pages 168 – 169.

IIDP - Islet Cell Processing Data Form: Confirm Recipient

	Fraction	UNOS ID	Total Available for Shipment	
	Most Pure	AKJ_TEST3845	20000	

Edit / Delete	Attn: Name (PI Name)	Weekday Shipping Address	Weekend Shipping Information	Phone Number	Email	Shipping Vendor Name and Account #	Direct Pickup By PI?	Copy Islet Shipping Tracking # Here	Copy Material Shipping Tracking # Here	Source of Islets	Post-Culture Purity	Post-Culture Viability	Amount Offered by Distribution Program	Amount Accepted by Recipient
	Michael J. Shablott	123 Islet Way Street Central City, CA 91010	Brad Pitt 2811 Halcyon Ave. Baltimore, MD 21214 555-555-5555	410-371-9746	MJShablott@testalocationsystem.com	Fed-Ex/1734-5857-6	No	test19294	test302948	IIDP	96	95	20000	10000

	Fraction	UNOS ID	Total Available for Shipment	
	Less Pure	AKJ_TEST3845	20000	

Tissue Shipment Forms are now ready!

[Print Shipment forms for all confirmed users] will remain non-functional until all the appropriate fields are edited/updated and the islet offer time has expired. Click on **[Print this page]** to print the page. Click on **[Return to offer list]** to return to the list of all of the islet offers in the system – Refer to page 163.

The screenshot shows a web browser window with the URL https://stage.coh.org/iidp_new/confirm_recipient.aspx?df=1622. The page title is "IIDP - Islet Cell Processing Data Form: Confirm Recipient".

At the top, there is a summary table:

Total Available for Shipment	Purity	Viability
20000	96%	95%

Below this is a main data table with the following columns:

ng	Phone Number	Email	Shipping Vendor Name and Account #	Direct Pickup By PI?	Copy Islet Shipping Tracking # Here	Copy Material Shipping Tracking # Here	Source of Islets	Post-Culture Purity	Post-Culture Viability	Amount Offered by Distribution Program	Amount Accepted by PI	Number of Islets Requested per Shipment	Amount to be shipped by Center	Islets Shipped?	Special packing/ delivery instructions
14	410-371-9746	MJShablott@testallocationsystem.com	Fed-Ex/1734-5857-6	No	test19294	test302948	IIDP	96	95	20000	10000	Min: 10000 / Max: 60000	10000	Yes	test

Below the main table is another summary table:

Total Available for Shipment	Purity	Viability
20000	94%	95%



A red message in the center of the page reads: **Tissue Shipment Forms are now ready!**

Below the message are two buttons: [Shipment forms](#) and [Return to offer list](#).

Predetermined PI Shipping List in edit mode – the system will display the shipping in the edit mode. Enter the **[Direct Pickup by PI]**, **[Copy Islet Shipping Tracking # Here]**, **[Copy Materials Shipping Tracking # Here]**, **[Post Culture Purity]**, **[Post Culture Viability]**, **[Amount to be shipped by Center]** and **[Islets Shipped]**. Click on the **[Save icon]** to save the information or click on the **[Cancel icon]**. Repeat the process as needed for each PI to receive islets.


IIDP - Islet Cell Processing Data Form: Confirm Recipient

Fraction	UNOS ID	Total Available for Shipment
Most Pure	AKJ_TEST3845	20000

Edit / Delete	Attn: Name (PI Name)	Weekday Shipping Address	Weekend Shipping Information	Phone Number	Email	Shipping Vendor Name and Account #	Direct Pickup By PI?	Copy Islet Shipping Tracking # Here	Copy Material Shipping Tracking # Here	Source of Islets	Post-C
 	Michael J. Shablott	123 Islet Way Street Central City, CA 91010	Brad Pitt 2811 Halcyon Ave. Baltimore, MD 21214 555-555-5555	410-371-9746	MJShablott@testallocationsystem.com	Fed-Ex/1734-5857-6	<input type="text"/>	<input type="text"/>	<input type="text"/>	IIDP	<input type="text"/>

Fraction	UNOS ID	Total Available for Shipment
Less Pure	AKJ_TEST3845	20000

Tissue Shipment Forms are now ready!



Predetermined PI Shipping List in edit mode (continued)

IIDP - Islet Cell Processing Data Form: Confirm Recipient - Windows Internet Explorer

https://stage.coh.org/iidp_new/confirm_recipient.aspx?df=1622

File Edit View Favorites Tools Help

Google Search Norton Safe Search

IIDP - Islet Cell Processing Data Form: Confirm Recipient

Help Desk

Item for Shipment				Purity	Viability
				96%	95%

Item Shipping # Here	Copy Material Shipping Tracking # Here	Source of Islets	Post-Culture Purity	Post-Culture Viability	Amount Offered by Distribution Program	Amount Accepted by PI	Number of Islets Requested per Shipment	Amount to be shipped by Center	Islets Shipped?	Special packing/delivery instructions
		IIDP			20000	10000	Min: 10000 / Max: 60000		<input type="button" value="v"/>	test

Item for Shipment				Purity	Viability
				94%	95%

Internet 100%

Predetermined PI Shipping List in edit mode - Example of an [Copy Islet Shipping Tracking # Here] entered into the data field.

The screenshot shows a web browser window with the URL https://stage.coh.org/iidp_new/confirm_recipient.aspx?df=1622. The page title is "IIDP - Islet Cell Processing Data Form: Confirm Recipient".

The main content area displays a table with shipping information. A red arrow points to the "Copy Islet Shipping Tracking # Here" field in the first row of the table, which contains the value "test19294".

Fraction		UNOS ID		Total Available for Shipment	
Most Pure		AKJ_TEST3845		20000	

Edit / Delete	Attn: Name (PI Name)	Weekday Shipping Address	Weekend Shipping Information	Phone Number	Email	Shipping Vendor Name and Account #	Direct Pickup By PI?	Copy Islet Shipping Tracking # Here	Copy Material Shipping Tracking # Here	Source of Islets	Post-C
	Michael J. Shablott	123 Islet Way Street Central City, CA 91010	Brad Pitt 2811 Halcyon Ave. Baltimore, MD 21214 555-555-5555	410-371-9746	MJShablott@testallocationsystem.com	Fed-Ex/1734-5857-6	No	test19294	test302948	IIDP	96

Fraction		UNOS ID		Total Available for Shipment	
Less Pure		AKJ_TEST3845		20000	

Tissue Shipment Forms are now ready!

[Shipment forms](#)
[Return to offer list](#)

IIDP

Predetermined PI Shipping List in edit mode – Examples of [Post-Culture Purity], [Post-Culture Viability], and [Amount to be shipped by Center] entered into the data field.

IIDP - Islet Cell Processing Data Form: Confirm Recipient - Windows Internet Explorer

https://stage.coh.org/iidp_new/confirm_recipient.aspx?df=1622

File Edit View Favorites Tools Help

Google Search Norton Safe Search Cards & Log-ins

IIDP - Islet Cell Processing Data Form: Confirm Recipient

Help Desk

Sample for Shipment					Purity	Viability
					96%	95%

Islet Shipping # Here	Copy Material Shipping Tracking # Here	Source of Islets	Post-Culture Purity	Post-Culture Viability	Amount Offered by Distribution Program	Amount Accepted by PI	Number of Islets Requested per Shipment	Amount to be shipped by Center	Islets Shipped?	Special packing/delivery instructions
	test302948	IIDP	96	95	20000	10000	Min: 10000 / Max: 60000	10000	Yes	test

Sample for Shipment					Purity	Viability
					94%	95%


Internet 100%

Predetermined PI Shipping List – Click on the [Save] icon to save the information in the system – refer to the next page.

The screenshot shows a Windows Internet Explorer browser window displaying the IIDP - Islet Cell Processing Data Form: Confirm Recipient page. The browser's address bar shows the URL: https://stage.coh.org/iidp_new/confirm_recipient.aspx?df=1622. The page title is "IIDP - Islet Cell Processing Data Form: Confirm Recipient".


The main content area contains a table with the following structure:

		Fraction	UNOS ID		Total Available for Shipment
		Most Pure	AKJ_TEST3845		20000

Edit / Delete	Attn: Name (PI Name)	Weekday Shipping Address	Weekend Shipping Information	Phone Number	Email	Shipping Vendor Name and Account #	Direct Pickup By PI?	Copy Islet Shipping Tracking # Here	Copy Material Shipping Tracking # Here	Source of Islets	Post-C
	Michael J. Shablott	123 Islet Way Street Central City, CA 91010	Brad Pitt 2811 Halcyon Ave. Baltimore, MD 21214 555-555-5555	410-371-9746	MJShablott@testallocationsystem.com	Fed-Ex/1734-5857-6	No	test19294	test302948	IIDP	96

		Fraction	UNOS ID		Total Available for Shipment
		Less Pure	AKJ_TEST3845		20000

Tissue Shipment Forms are now ready!



Predetermined PI Shipping List

IIDP - Islet Cell Processing Data Form: Confirm Recipient - Windows Internet Explorer

https://stage.coh.org/iidp_new/confirm_recipient.aspx?df=1622

File Edit View Favorites Tools Help

Google Search Share Sidewiki Check Translate AutoFill ak.jac...

Norton Norton Safe Search Search Cards & Log-ins

Favorites 630 WMAL Stimulating Talk ... 630 WMAL Stimulating Talk ... Suggested Sites Free Hotmail Web Slice Gallery

IIDP - Islet Cell Processing Data Form: Confirm Recipient

IIDP - Islet Cell Processing Data Form: Confirm Recipient Help Desk

	Fraction	UNOS ID	Total Available for Shipment
	Most Pure	AKJ_TEST3845	20000

Edit / Delete	Attn: Name (PI Name)	Weekday Shipping Address	Weekend Shipping Information	Phone Number	Email	Shipping Vendor Name and Account #	Direct Pickup By PI?	Copy Islet Shipping Tracking # Here	Copy Material Shipping Tracking # Here	Source of Islets	Post-Culture Purity	Post-Culture Viability	Amount Offered by Distribution Program	Amount Accepted by Recipient
	Michael J. Shablott	123 Islet Way Street Central City, CA 91010	Brad Pitt 2811 Halcyon Ave. Baltimore, MD 21214 555-555-5555	410-371-9746	MJShablott@testalocationsystem.com	Fed-Ex/1734-5857-6	No	test19294	test302948	IIDP	96	95	20000	10000

	Fraction	UNOS ID	Total Available for Shipment
	Less Pure	AKJ_TEST3845	20000

Tissue Shipment Forms are now ready!

[Shipment forms](#) [Return to offer list](#)

Done Internet 100%


Click on **[Shipment forms]** - refer to the next page.

Predetermined PI Shipping List –Click on **[Print]** to print an individual Tissue Shipment Form (TSF) or click on **[Print ALL Shipment Forms]** to print all of the applicable Tissue Shipment Forms (TSF).

IIDP - Shipment Forms

	Attn: Name (PI Name)	Fraction	Weekday Shipping Address	Weekend Shipping Information	Phone Number	Email	Shipping Vendor Name and Account #	Islet Shipping Tracking #	Material Shipping Tracking #	Amount to be shipped by Center	Special instructions
[Print]	Michael J. Shablott	Most Pure	123 Islet Way Street Central City, CA 91010	Brad Pitt 2811 Halcyon Ave. Baltimore, MD 21214 555-555-5555	410-371 -9746	MJShablott@testallocationsystem.com	Fed-Ex/1734-5857-6	test19294	test302948	10000	test
[Print]	Francis S. Collins	Most Pure	Building 50, Room 5312 50 South Drive, MSC 8004 Bethesda, MD 20892	Apt. 302 4820 Chevy Chase Dr. Chevy Chase, MD 20815	301-496 -0844	FCollins@testallocationsystem.com	Fed-Ex/1859-4532-4	test95844	test39455	10000	test
[Print]	Marvin Gershengorn	Less Pure	Elizabeth Geras-Raaka/NIH/NIDD 50 south Drive, Rm 4132 Bethesda, MD 20892	Elizabeth Geras-Raaka 212 Cork Tree Lane Rockville, MD 20850	301-451 -6305	MGershengorn@testallocationsystem.com	Fed-Ex/2367-2308-9	test5984737	test384757	10000	test

Click **[Print]** to print individual shipment forms or click **[Print All Shipment Forms]** to print all confirmed shipments.


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Click on **[Print ALL Shipment Forms]** when ready to print the shipment forms – refer to the next page. Click on **[Return to offer list]** to return to the list of all of the islet offers in the system – refer to page 163.

Print Shipment Forms – Click on **[Open]** to view and then print the Tissue Shipment Forms (TSF) – refer to the next page. Click on **[Save]** to save the Tissue Shipment Forms or click on **[Cancel]** to cancel opening the Tissue Shipment Forms (TSF).

IIDP - Shipment Forms

	Attn: Name (PI Name)	Fraction	Weekday Shipping Address	We Inf	Shipping Vendor Name and Account #	Islet Shipping Tracking #	Material Shipping Tracking #	Amount to be shipped by Center	Special instructions
[Print]	Michael J. Shablott	Most Pure	123 Islet Way Street Central City, CA 91010	Bra 281 Balt 555	om Fed-Ex/1734-5857-6	test19294	test302948	10000	test
[Print]	Francis S. Collins	Most Pure	Building 50, Room 5312 50 South Drive, MSC 8004 Bethesda, MD 20892	Apt 482 Che	om Fed-Ex/1859-4532-4	test95844	test39455	10000	test
[Print]	Marvin Gershengorn	Less Pure	Elizabeth Geras-Raaka/NIH/NIDD 50 south Drive, Rm 4132 Bethesda, MD 20892	Eliz 212 Rockville, MD 20850	.com Fed-Ex/2367-2308-9	test5984737	test384757	10000	test

Click **[Print]** to print individual shipment forms or click **[Print All Shipment Forms]** to print all confirmed shipments.

[Print All Shipment Forms](#) [Return to offer list](#)

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Internet 100%

Tissue Shipment Form - The system displays the tissue shipment form(s) to be printed. Use the scroll bar on the right hand side to view all of the tissue shipment form. Print the form like any Word document. Close out of the form when finished.

Integrated Islet Distribution Program
Tissue Shipment Form To Be Completed By Center

Principle Investigator	Francis S. Collins
Title of Project	Whole Genome Expression and Gene Regulation In Typ
Date and Time of Shipment	1/31/2010 10:00:00 AM
Donor Information	
UNOS Id	AKJ_TEST3845
Batch type	Most Pure
Date of Cross Clamp	1/28/2010 8:00:00 AM EST.
Processing Date	1/28/2010 2:00:00 PM EST.
Total Cold Preservation Duration (hours)	
Age (Years)	48.00 Years
Sex	Male
Race	Black or African American
Weight	210.0 lbs
Height	72.00 inches
BMI	28.50
CMV	0
ABO	B
HLA Information	
A	22,23
B	24,25
C	26,27
DR	28,29
HIV III	Negative
HTLV III	Negative
Syphilis	Negative
HBsAg	Negative
HBc	Negative
HCV	Negative
Cause of Death	Cerebrovascular/stroke
Medical History	HTN
Type II Diabetic Donor Status	No
Pre-Shipment Information	
Cultured Islets?	Yes
Fresh Islets?	Yes
Comments	test
Shipping Information	

Tissue Shipment Form (continued)

TSF[1] - Microsoft Word

File Edit View Insert Format Tools Table Window Help

Type a question for help

Normal + Arial, Arial 7.5 B I U

Shipping Information	
Total Islet Equivalents (IEQs)	10000
Broadcast Viability %	95%
Post Culture Viability %	95%
Viability Staining Method	Acridine Orange Propidium Iodide
Broadcast Purity %	95%
Post Culture Purity %	95%
Shipping Media	T25
Shipping Vessel	
Center	University of Miami
Comments	test

Integrated Islet Distribution Program	
Tissue Shipment Form To Be Completed By Center	
Principle Investigator	Michael J. Shambhott
Title of Project	Derivation of Glucose-Responsive Insulin Producing
Date and Time of Shipment	1/31/2010 10:00:00 AM

Donor Information	
UNOS Id	AKJ_TEST3845
Batch type	Most Pure
Date of Cross Clamp	1/28/2010 8:00:00 AM EST.
Processing Date	1/28/2010 2:00:00 PM EST.
Total Cold Preservation Duration (hours)	
Age (Years)	48.00 Years
Sex	Male
Race	Black or African American
Weight	210.0 lbs
Height	72.00 inches
BMI	28.50
CMV	0
ABO	B
HLA Information	
A	22,23
B	24,25
C	26,27
DR	28,29
HIV III	Negative
HIV I/II	Negative

Draw AutoShapes

Page Sec At Ln Col REC TRK EXT OVR

Tissue Shipment Form (continued)

TSF[1] - Microsoft Word

File Edit View Insert Format Tools Table Window Help

Type a question for help

Normal + Arial, Arial 7.5

HTLV III	Negative
Syphilis	Negative
HBsAg	Negative
HBc	Negative
HCV	Negative
Cause of Death	Cerebrovascular/stroke
Medical History	HTN
Type II Diabetic Donor Status	No
Pre-Shipment Information	
Cultured Islets?	Yes
Fresh Islets?	Yes
Comments	test
Shipping Information	
Total Islet Equivalents (IEQs)	10000
Broadcast Viability %	95%
Post Culture Viability %	95%
Viability Staining Method	Acridine Orange Propidium Iodide
Broadcast Purity %	96%
Post Culture Purity %	96%
Shipping Media	T25
Shipping Vessel	
Center	University of Miami
Comments	test
Integrated Islet Distribution Program	
Tissue Shipment Form To Be Completed By Center	
Principle Investigator	Marvin Gershengorn
Title of Project	Generation of Human Islet Precursor Cells by Epith
Date and Time of Shipment	1/31/2010 10:00:00 AM
Donor Information	
UNOS Id	AKJ_TEST3845
Batch type	Less Pure
Date of Cross Clamp	1/28/2010 8:00:00 AM EST.
Processing Date	1/28/2010 2:00:00 PM EST.
Total Cold Preservation Duration (hours)	
Age (Years)	48.00 Years
Sex	Male
Race	Black or African American

Page Sec At Ln Col REC TRK EXT OVR

Tissue Shipment Form (continued)

TSF[1] - Microsoft Word

File Edit View Insert Format Tools Table Window Help

Type a question for help

Normal + Arial, Arial 7.5 B I U

Weight	210.0 lbs
Height	72.00 inches
BMI	28.50
CMV	0
ABO	8
HLA Information	
A	22,23
B	24,25
C	26,27
DR	28,29
HIV III	Negative
HTLV III	Negative
Syphilis	Negative
HBsAg	Negative
HBc	Negative
HCV	Negative
Cause of Death	Cerebrovascular/stroke
Medical History	HTN
Type II Diabetic Donor Status	No
Pre-shipment Information	
Cultured Islets?	Yes
Fresh Islets?	Yes
Comments	test
Shipping Information	
Total Islet Equivalents (IEQs)	10000
Broadcast Viability %	95%
Post Culture Viability %	95%
Viability Staining Method	Syto Green 13 Trypan Blue
Broadcast Purity %	94%
Post Culture Purity %	94%
Shipping Media	T25
Shipping Vessel	
Center	University of Miami
Comments	test

Page Sec At Ln Col REC TRK EXT OVR

Islet Shipping Information screen – The system returns the user to the screen for the islet shipping information. Repeat the process as needed to print the shipment forms. Click on **[Return to offer list]** to return to the Islet Offers screen – refer to the next page.

IIDP Shipment Forms - Windows Internet Explorer

https://stage.coh.org/iidp_new/print_shipment_forms.aspx?df=1622

File Edit View Favorites Tools Help

Google Search Norton Safe Search Cards & Log-ins


IIDP Shipment Forms

IIDP - Shipment Forms Help Desk

	Attn: Name (PI Name)	Fraction	Weekday Shipping Address	Weekend Shipping Information	Phone Number	Email	Shipping Vendor Name and Account #	Islet Shipping Tracking #	Material Shipping Tracking #	Amount to be shipped by Center	Special instructions
[Print]	Michael J. Shablott	Most Pure	123 Islet Way Street Central City, CA 91010	Brad Pitt 2811 Halcyon Ave. Baltimore, MD 21214 555-555-5555	410-371-9746	MJShablott@testallocationsystem.com	Fed-Ex/1734-5857-6	test19294	test302948	10000	test
[Print]	Francis S. Collins	Most Pure	Building 50, Room 5312 50 South Drive, MSC 8004 Bethesda, MD 20892	Apt. 302 4820 Chevy Chase Dr. Chevy Chase, MD 20815	301-496-0844	FCollins@testallocationsystem.com	Fed-Ex/1859-4532-4	test95844	test39455	10000	test
[Print]	Marvin Gershengorn	Less Pure	Elizabeth Geras-Raaka/NIH/NIDD 50 south Drive, Rm 4132 Bethesda, MD 20892	Elizabeth Geras-Raaka 212 Cork Tree Lane Rockville, MD 20850	301-451-6305	MGershengorn@testallocationsystem.com	Fed-Ex/2367-2308-9	test5984737	test384757	10000	test

Click [Print] to print individual shipment forms or click [Print All Shipment Forms] to print all confirmed shipments.

Print All Shipment Forms Return to offer list

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Done Internet 100%

View Islet Offer – Repeat the process as just described above as needed. Select from a menu option – **[IIDP Home]**, **[Log off]**, or **[Help Desk]** to proceed to the next desired function.

IIDP Website - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/view_offer.aspx Go Links >>

Norton Norton Safe Search Search Cards & Log-ins

[IIDP Home] [Log off] Help Desk

Institution	UNOS ID#	Source of Islets	Type of Fraction	Date of Broadcast	IEQs Available	# of IIDP Approved Investigators offered islets	# of Investigators that accepted offer	IEQs Accepted	IEQs sent	Send islets to investigators and/or view prioritized islet allocation investigator list	View User Feedback Form(s)
University of Miami	AKJ_TEST_878	IIDP	Most Pure	01/09/2010	20000	3	0	NA	NA	[Click Here]	[Click Here]
University of Miami	AKJ_TEST_878	IIDP	Less Pure	01/09/2010	20000	1	0	NA	NA	[Click Here]	[Click Here]
University of Miami	FF01	IIDP	Most Pure	01/07/2010	50000	25	1	2000	2000	[Click Here]	[Click Here]
University of Miami	FF01	IIDP	Least Pure	01/07/2010	25000	20	0	NA	NA	[Click Here]	[Click Here]
University of Miami	FF01	IIDP	Impure	01/07/2010	25000	20	0	NA	NA	[Click Here]	[Click Here]
University of Miami	JEN555	IIDP	Most Pure	01/07/2010	225000	45	0	NA	NA	[Click Here]	[Click Here]
University of Miami	JEN555	IIDP	Most Pure	01/07/2010	250000	5	1	20000	20000	[Click Here]	[Click Here]
University of Miami	JEN123	IIDP	Most Pure	01/07/2010	250000	12	0	NA	NA	[Click Here]	[Click Here]
University of Miami	JEN123	IIDP	Most Pure	01/07/2010	250000	45	0	NA	NA	[Click Here]	[Click Here]
University of Miami	JEN123	IIDP	Less Pure	01/07/2010	100000	1	0	NA	NA	[Click Here]	[Click Here]

Menu ready for use Internet

9.0 Confirm Authorized Broadcast Staff Contact Information

Main Page - Click on the menu option [**Confirm Authorized Data Entry Staff Contact Information**] under [**Records for All Isolations**] to confirm the contact information.

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- Edit/View Existing Quick Broadcast
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory

Documentation

- Standard Operating Procedures (SOPs)

User Profile

- User Information
- CHANGE PASSWORD

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Confirm Contact Information screen – The system displays the contact information screen.

IIDP - Islet Cell Processing Data Form: Confirm Contact - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites RSS Print Mail Stop

Address https://stage.coh.org/iidp-distribution/confirm_contact.aspx Go Links

Norton Norton Safe Search Search Cards & Log-ins

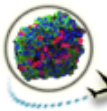
IIDP - Islet Cell Processing Data Form: Confirm Contact Help Desk

Confirm Authorized Data Entry Staff Contact Information and Set Automatic Email Notifications

Primary Contact:
First Name: Amy
Last Name: Jacobs
E-mail address: ajacobs@coh.org
Automatic E-mail Notifications:

Additional Contact (1)
Contact Person: martha antler
Automatic E-mail Notifications:

Additional Contact (2)
Contact Person: Edward Lee
Automatic E-mail Notifications:

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Done Internet

Confirm Contact Information screen – Click on the drop down list to change the **[Automatic E-mail Notification]** and/or click on the drop down list to display and then select the name of the **[Contact Person]**.

IIDP - Islet Cell Processing Data Form: Confirm Contact

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites

Address https://stage.coh.org/iidp-distribution/confirm_contact.aspx Go Links

Norton Norton Safe Search Search

IIDP - Islet Cell Processing Data Form: Confirm Contact

Help Desk

Confirm Authorized Data Entry

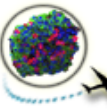
Primary Contact:
First Name: Edward Lee
Last Name: Edward Lee
E-mail address: Staff Member
Automatic E-mail Notifications: Jorge Montelongo

Additional Contact (1)
Contact Person: Barbara Olack
Automatic E-mail Notifications: Dajun Qian

Additional Contact (2)
Contact Person: Dan Rosenblum
Automatic E-mail Notifications: Heather Sibley Testing

faith Sousa
doug stahl
Joel Szust

ation and Set Automatic Email Notifications

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Done Internet

Confirm Contact Information screen – Edit as needed.

IIDP - Islet Cell Processing Data Form: Confirm Contact


Address: https://stage.coh.org/iidp-distribution/confirm_contact.aspx

Confirm Authorized Data Entry Staff Contact Information and Set Automatic Email Notifications

Primary Contact:
First Name: Amy
Last Name: Jacobs
E-mail address: ajacobs@coh.org
Automatic E-mail Notifications:

Additional Contact (1)
Contact Person: martha antler
Automatic E-mail Notifications:

Additional Contact (2)
Contact Person: Edward Lee
Automatic E-mail Notifications:

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-----Training Site-----

Click on **[Submit]** to save any changes and return to the Main Page.

10.0 View/Change your User Profile

Main Page - Click on **[User Information]** to display the User Information screen or click on **[CHANGE PASSWORD]** to display the change password screen.

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- Edit/View Existing Quick Broadcast
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory

Documentation

- Standard Operating Procedures (SOPs)

User Profile

- User Information
- CHANGE PASSWORD

IIDP
Integrated Islet Distribution Program

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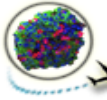
-----Training Site-----

User Information - The system will display the User Profile if the user clicks on **[User Information]**.

User Profile

Username:	ajacobs
First Name:	Amy
Middle Initial:	K
Last Name:	Jacobs
Title:	Senior Systems Analyst
Phone:	703-402-8697
Extension:	
Fax:	703-891-6403
Email:	ajacobs@coh.org

[Edit](#)

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Review the information and click on **[Edit]** to make changes as needed -refer to the next page.

OR

Click on another menu option, if there are no required changes.

User Information - The system will display the User Profile information in the Edit Mode. Edit the User Profile as needed.

IIDP Website - User Profile - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print Mail Stop

Address https://stage.coh.org/iidp-distribution/form_profile.aspx Go Links

Norton Norton Safe Search Search Cards & Log-ins

[IIDP Home] [Log off] Help Desk

User Profile

Username:

First Name:

Middle Initial:

Last Name:

Title:

Phone:

Extension:

Fax:

Email:

Menu ready for use Internet

Click on **[Submit]** to submit the changes to the system.

User Information - The system will display the changed User Profile information for the user to review. If additional changes are needed, click on **[Edit]** and repeat the process to edit the User Profile information. Click on **[IIDP Home]** to return to the Main Page.

IIDP Website - User Profile - Microsoft Internet Explorer

File Edit View Favorites Tools Help


Address https://stage.coh.org/iidp-distribution/form_profile.aspx Go Links

Norton Norton Safe Search Search Cards & Log-ins

[IIDP Home] [Log off] Help Desk

User Profile

Username:	ajacobs
First Name:	Amy
Middle Initial:	K
Last Name:	Jacobs
Title:	Senior Systems Analyst
Phone:	703-402-8697
Extension:	
Fax:	703-891-6401
Email:	ajacobs@coh.org

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Menu ready for use Internet

Change Password - The system will display the Change User Password if the user clicks on **[CHANGE PASSWORD]**.

The screenshot shows a Microsoft Internet Explorer browser window displaying the 'IIDP Website - User Profile' page. The address bar shows the URL: https://stage.coh.org/iidp-distribution/form_userkey.aspx. The page features a navigation bar with links for '[IIDP Home]' and '[Log off]', and a 'Help Desk' icon. The main content area is titled 'Change User Password' and contains a form with three input fields: 'Old Password:', 'New Password:', and 'Confirm New Password:'. Below these fields is a 'Submit' button. A red arrow points from the 'Submit' button to the text below. The footer includes the IIDP logo and text: 'Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved. -----Training Site-----'.

Change password and then click on **[Submit]**. The system returns the user to the Main Page.

Main Page - Click on another menu option as desired to continue in the system OR click on **[Log off]** to exit the system.

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- Edit/View Existing Quick Broadcast
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory

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- User Information
- CHANGE PASSWORD

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11.0 Submit Help Desk Requests to the Integrated Islet Distribution Program (IIDP)

Main Page - Click on **[Help Desk]** icon on the menu bar to submit help desk requests to IIDP. Your feedback is appreciated.

The screenshot shows the IIDP website interface. At the top, there is a blue navigation bar with the text "[IIDP Home]" and "[Log off]" on the left, and a "Help Desk" icon on the right. A red arrow points from the "Help Desk" icon to the text above. Below the navigation bar, there is a large light blue box containing the following text:

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- Edit/View Existing Quick Broadcast
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory

Documentation

- Standard Operating Procedures (SOPs)

User Profile

- User Information
- CHANGE PASSWORD

Below the light blue box, there is a logo for IIDP (Integrated Islet Distribution Program) featuring a globe and an airplane. To the right of the logo, the text reads: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." Below this text, there is a red dashed line with the text "-----Training Site-----" in red.

Help Desk Request - The system will display the help desk request box to enter and submit your help desk request to IIDP. Select the type of issue from the drop down list - refer to the next page.

The screenshot shows a Microsoft Internet Explorer browser window displaying the IIDP website. The address bar shows the URL: <https://stage.coh.org/iidp-distribution/home.aspx>. The main content area features a "Help Desk" form with the following fields:

- First Name:** Amy
- Last Name:** Jacobs
- Email:** ajacobs@coh.org
- Phone:** 703-402-8697
- Issue:** A dropdown menu is open, showing the following options: Display Problems (selected), Log-On/Password Problems, Entering and/or Viewing Data, Question(s) Interpretation, Suggestions and/or Requests, Delete Isolation Record(s), and Other.
- Brief Description:** (Empty text area)

A red arrow points to the "Issue" dropdown menu. The form includes a "Submit" button at the bottom. The page footer contains the IIDP logo and the text: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." Below this text is a red dashed line with the text "-----Training Site-----".

Help Desk Request – Enter a brief description in the textbox to explain the type of issue.

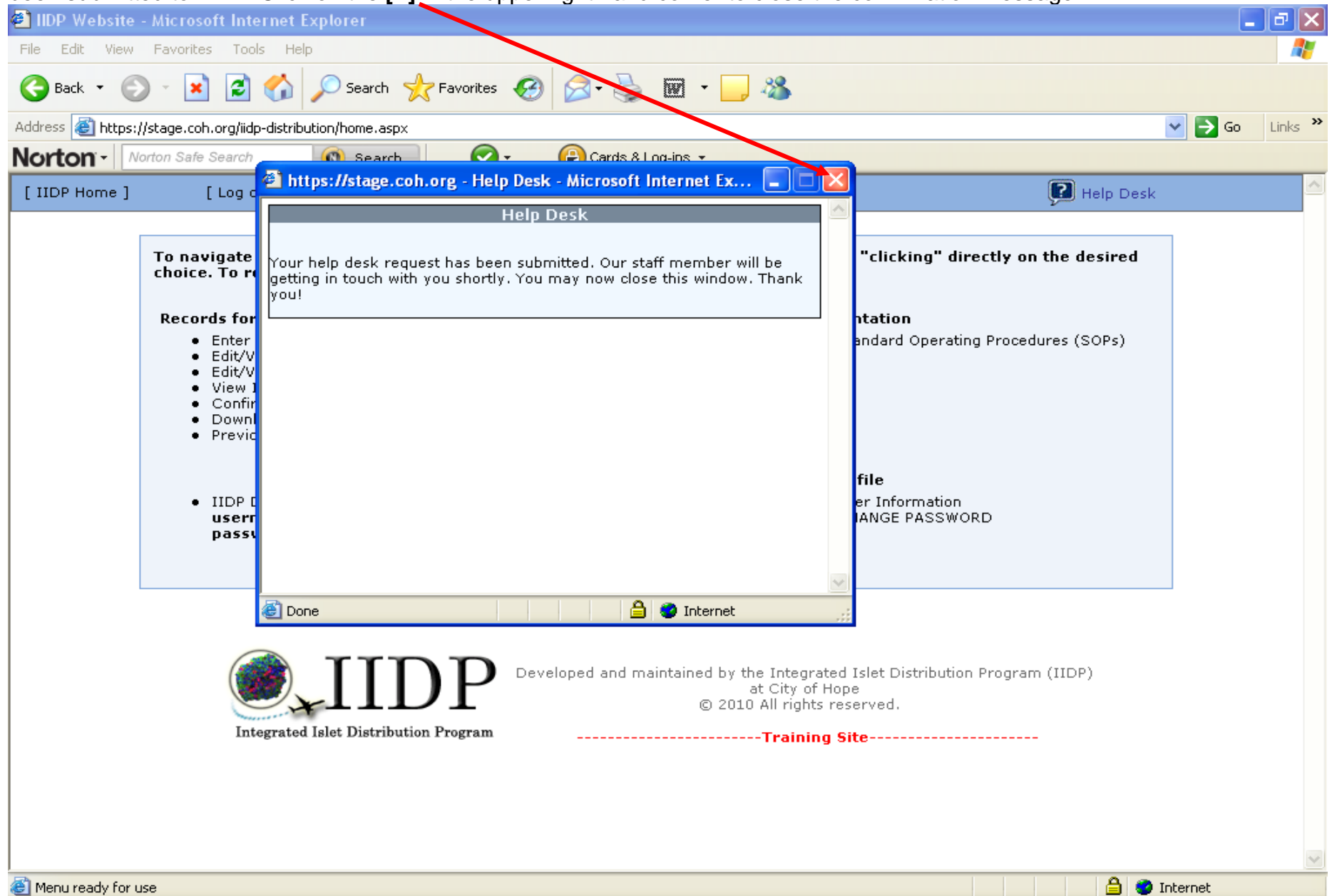
The screenshot shows a Microsoft Internet Explorer browser window displaying the IIDP website. The address bar shows `https://stage.coh.org/iidp-distribution/home.aspx`. A modal window titled "Help Desk" is open, containing a form with the following fields:

- First Name: Amy
- Last Name: Jacobs
- Email: ajacobs@coh.org
- Phone: 703-402-8697
- Issue: Display Problems (selected from a dropdown menu)
- Brief Description: (empty text area)
- Submit button

A red arrow originates from the top of the browser window and points to the Submit button. The background page includes a sidebar with navigation links and a main content area with a "Help Desk" icon. At the bottom of the page, the IIDP logo and text "Integrated Islet Distribution Program" are visible, along with the text "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." and a dashed red line labeled "Training Site".

Click on **[Submit]** to send the help desk request to IIDP. A confirmation message will then be displayed - refer to the next page.

Help Desk Request – Confirmation Message - This message will be displayed to inform you that your help desk request has been submitted to IIDP. Click on the [X] in the upper right hand corner to close the confirmation message.



The system will also send an email message that the help desk request has been submitted – refer to the next page.

Email Message Confirmation – The system will send an email message to the person who submitted the help desk request.

The screenshot shows a Microsoft Internet Explorer window displaying an email from 'iidp-email@coh.org'. The email subject is 'Help Desk Submission' and it was sent on Sun 1/17/2010 at 9:56 PM. The message body is titled 'Help Desk' and contains the following text:

Amy Jacobs,

You have submitted the following issue:
test

Category: Display Problems

We will notify you of the status of the issue and/or when the issue has been resolved.

Sincerely,
-IIDP Staff

The email client interface includes a toolbar with 'Reply', 'Reply to all', 'Forward', and 'Help' buttons. A status bar at the bottom indicates 'Done' and 'Unknown Zone (Mixed)'.

12.0 Other Functions

Main Page - Refer to the notes below.

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

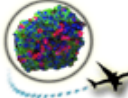
- Enter a New Distribution Record
- Edit/View Existing Quick Broadcast
- Edit/View Existing Distribution Record
- **View Islet Offer**
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory

Documentation

- Standard Operating Procedures (SOPs)

Note: Click on [View Islet Offer] link to display the Islet Offer screen – refer to the next page.

Note: Click on [Standard Operating Procedures (SOPs)] link to display the list of available SOPs and User Guides. Then click on the desired document to display.

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Islet Offer screen – Click on [Click Here] under [View User Feedback Form(s)] – refer to the UFF User Guide for Broadcasting Staff.

Institution	UNOS ID#	Source of Islets	Type of Fraction	Date of Broadcast	IEQs Available	# of IIDP Approved Investigators offered islets	# of Investigators that accepted offer	IEQs Accepted	IEQs sent	Send islets to investigators and/or view prioritized islet allocation investigator list	View User Feedback Form(s)
University of Miami	AKJ_TEST3845	IIDP	Most Pure	01/30/2010	20000	2	2	20000	10000	[Click Here]	[Click Here]
University of Miami	AKJ_TEST3845	IIDP	Less Pure	01/30/2010	20000	10	1	10000	0	[Click Here]	[Click Here]
University of Miami	AKJ_TEST3845	IIDP	Less Pure	01/30/2010	10000	20	0	NA	NA	[Click Here]	[Click Here]
University of Miami	M014	IIDP	Most Pure	01/28/2010	100000	30	4	85025	85025	[Click Here]	[Click Here]
University of Miami	M014	IIDP	Less Pure	01/28/2010	25000	20	3	70000	25000	[Click Here]	[Click Here]
University of Miami	M012	IIDP	Most Pure	01/27/2010	25000	20	0	NA	NA	[Click Here]	[Click Here]
University of Miami	M012	IIDP	Most Pure	01/27/2010	65000	3	2	40000	NA	[Click Here]	[Click Here]
University of Miami	M011	IIDP	Most Pure	01/27/2010	89000	30	0	NA	NA	[Click Here]	[Click Here]
University of Miami	M010	CIT	Least Pure	01/18/2010	65000	25	2	24000	24000	[Click Here]	[Click Here]

13.0 Log out of the Islet Data Entry System (IDES)

Main Page - click on **[Log off]** to log out of the Islet Data Entry System (IDES).

IIDP Website - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://stage.coh.org/iidp-distribution/home.aspx> Go Links >>

Norton Norton Safe Search Search Cards & Log-ins

[IIDP Home] [Log off] Help Desk

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- Edit/View Existing Quick Broadcast
- Edit/View Existing Distribution Record
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User Profile

- User Information
- CHANGE PASSWORD

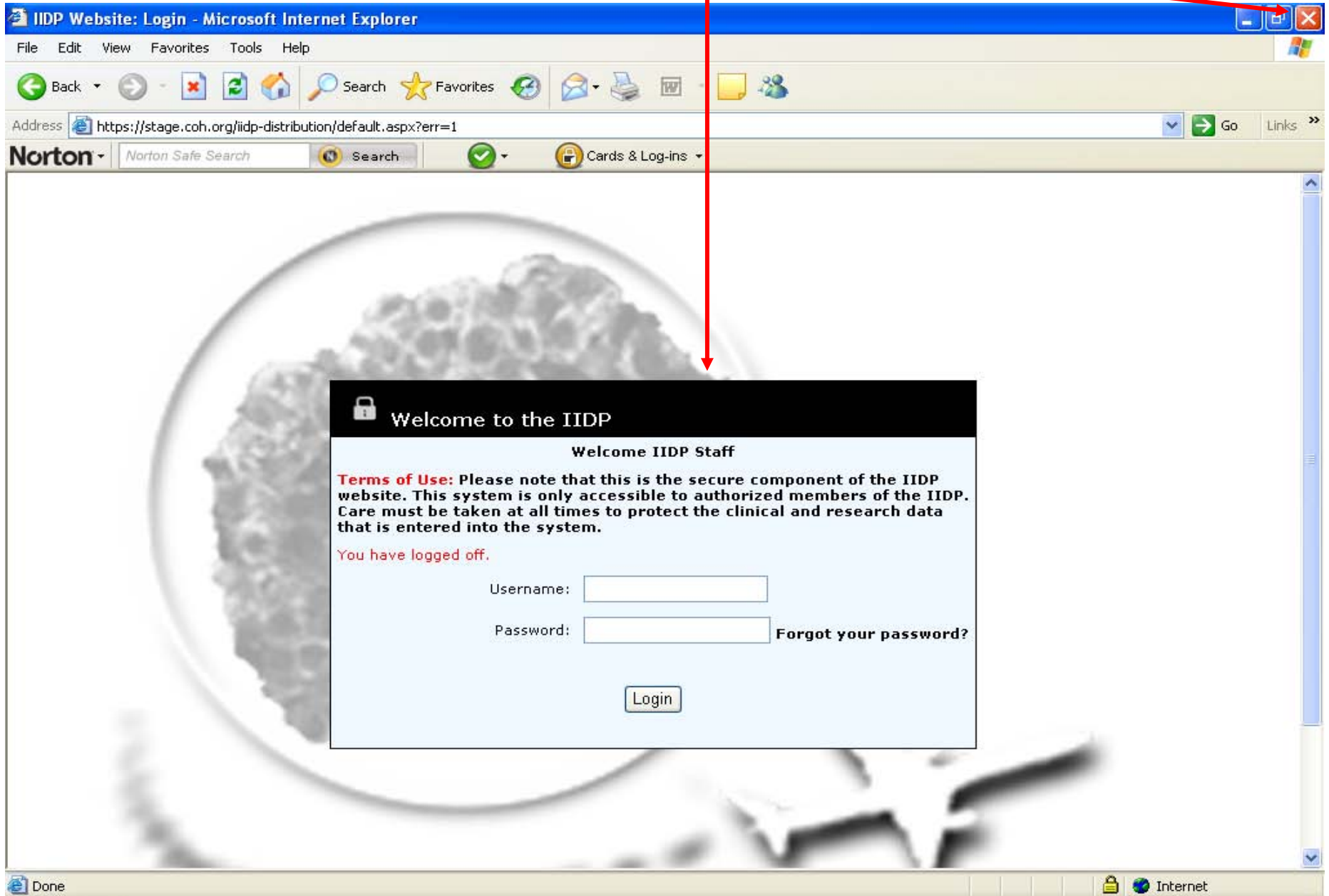
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Menu ready for use Internet

The system logs the user out of the system and displays the Login Screen. Click on the [X] to close out of the browser.



14.0 Frequently Asked Questions (FAQs)

Q1: Am I required to have a User ID and Password to access the system?

A1: You need a User ID and Password to access the Islet Data Entry System (IDES). The IIDP staff will assign you a User ID and Password.

Q2: What if I cannot complete the Quick Broadcast or Distribution Record at one time (e.g. do not have the data available or need to stop to proceed to another task (e.g. go to a meeting)).

A2: 1. Click on **[Submit]** of the designated section being completed.

2. Click on **[Submit]** on the Distribution Detail Summary screen.

3. The system will display a confirmation message that the data form is only partially completed.

4. When you are ready to complete the Islet Isolation Data Form, click on **[Edit/Add Existing Distribution Record]** under **[Records for All Isolations]** on the Main Page.

5. The system will display a list of all the Distribution Records in the system.

6. Find the desired UNOS ID# and/or Isolation ID # of the Data Form that you were completing and click on **[Edit]**.

7. The system will display the desired Distribution Record.

Q3: When I am completing the form, how do I go back to a previous section to edit and/or add data to that previous section?

A3: Click on **[Submit]** in the current section. The system will return you to the Distribution Record Detail Summary or Quick Broadcast Detail Summary screen based on the form you are completing. Then you may click on **[Edit]** of the desired section to edit and/or add data.



Integrated Islet Distribution Program

ISLET DATA ENTRY SYSTEM

User Guide for Investigators 2010 for Acceptance of Islets Via the Web

TABLE OF CONTENTS

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1.0. General Guidelines

1.1. Navigation

The Islet Data Entry System (IDES) has several components available to the users. You can navigate around in the system from the Islet Offer screen (e.g. accept islet offer, change user profile, submit a help desk request, etc.). The computer mouse or tab button is used to move from items on a screen and to activate the buttons on each screen. Instructions for accepting an islet offer is primarily presented in the majority of the remaining sections of this User's Guide.

1.2. Screens

1.2.1 Screen Format

All of the IDES data entry screens are designed to be a 'single page' in which the data for each section of the IDES data form are captured on one screen. You may use the scroll bar to scroll down to the bottom of the screen as needed.

1.2.2 Data Entry Formats

Different formats are used within the IDES Data Form to capture the data.

1.2.2.1 Text Boxes

- Data must be typed in
- Used to capture text, dates, and numeric values such as a laboratory value
- Data can either be entered as free text, such as a comment or entered according a designated format, such as dates (mm/dd/yy) or numeric value formats (xxx.xx)

1.2.2.2 Pick Lists

- Also referred to as 'drop down boxes', 'pull-down lists', or 'combo lists'
- Click on the arrow to display the list choices
- Click on the desired option and it will be displayed in the box

1.2.2.3 Check Boxes

- Used when one of several options must be chosen – e.g. Unknown or Not Done
- There are instances when only one check box can be checked in response to the question
- There are instances when multiple check boxes can be checked in response to the question

1.3 System Messages

1.3.1 Consistency Checks/Field Validation Messages

While you enter data, the system performs field validation checks on certain fields (e.g. check formats for dates, times and numeric values and check the acceptable ranges of numeric values) and consistency checks between select fields (e.g. the date and time combination of pancreas recovery must be later than the date and time combination of cross clamp). The system will display a message if your data entry does not pass the

validation or consistency checks. You must modify the data to resolve the incorrect data entry. The following are examples of correct data entry formats:

1.3.1.1 Date Field Formats



A screenshot of a date input field. It features a gray background with a white rectangular input box on the left and the text "(mm/dd/yy)" to its right.

The system will automatically enter the forward slashes (/) as you enter the date.

1.3.1.2 Time Field Formats



A screenshot of a time input field. It features a gray background with a white rectangular input box on the left and the text "(hh:mm)" to its right.

The system will automatically enter the colon (:) as you enter the time.

1.3.1.3 Date Field Ranges



A screenshot of a date input field. The white input box contains the date "06/04/2010". To the right of the input box is the text "(mm/dd/yy)".

The system will display a message that the date is out of range and that the latest date that may be entered is the current date.

1.3.1.4 Numeric Field Formats

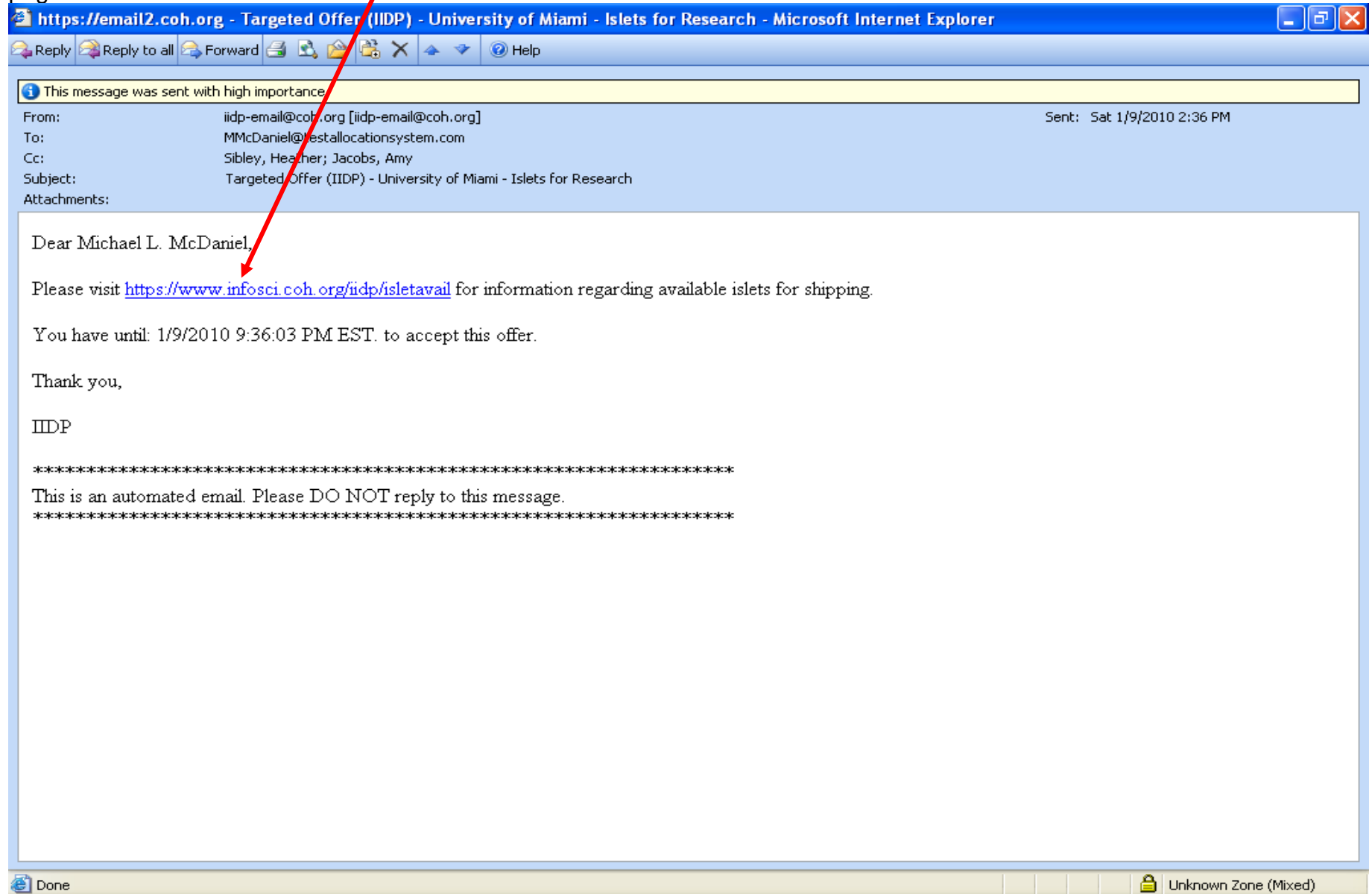


A screenshot of a numeric input field. The text "Percent of Trapped Islets" is on the left, followed by a white rectangular input box and the text "(xxx.xxx)" to its right.

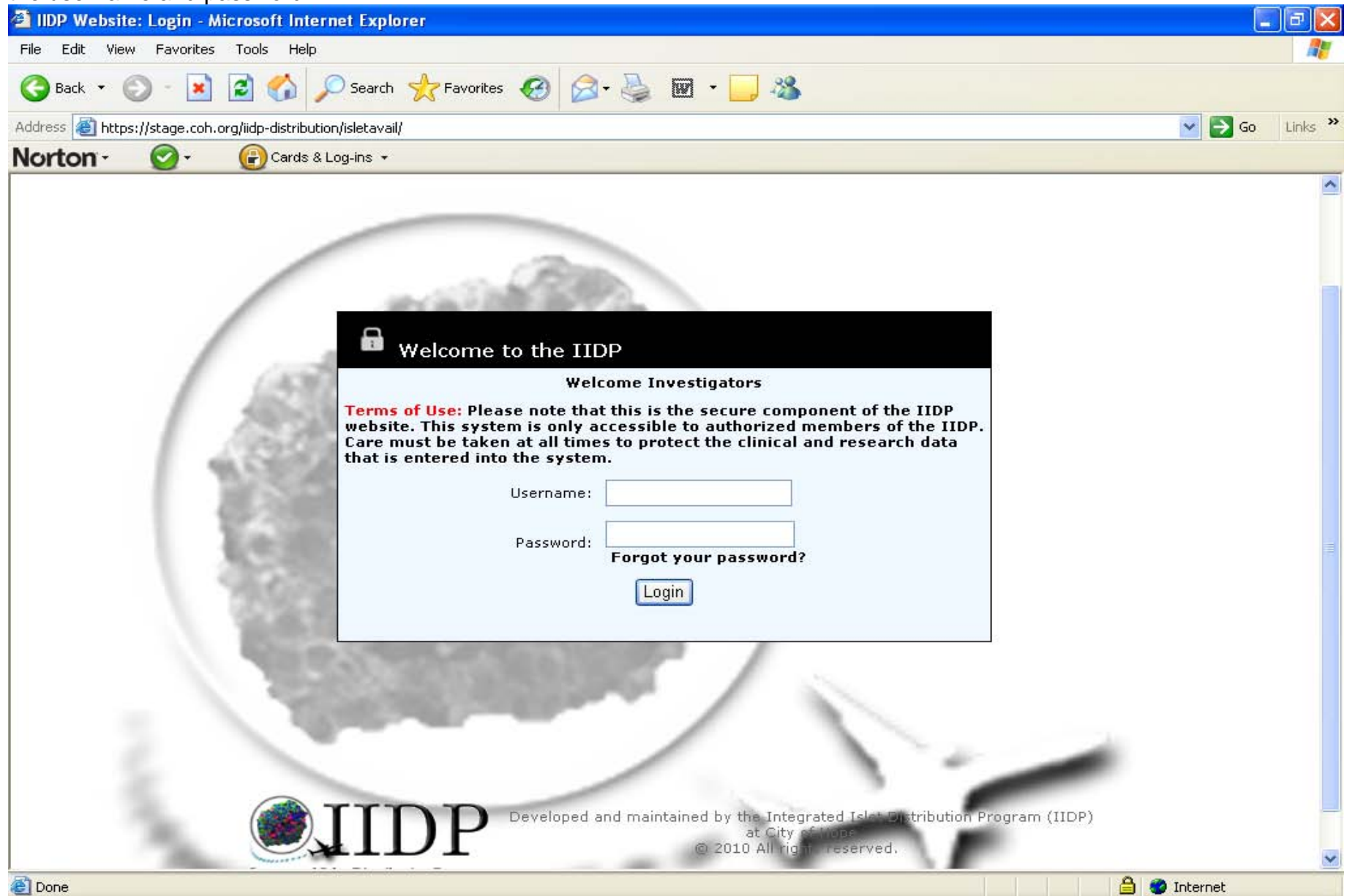
The system will display a message that the numeric value is out of the acceptable range for those numeric values that are out of range.

2.0 Receive Broadcast Message about Islet Availability

Email Broadcast Message - This is the email Broadcast Message that the designated investigator(s) will receive about the availability of islets. Click on the URL link in the broadcast message or cut and paste the URL into the browser – refer to the next page.



Login Screen - The system displays the login screen. Enter your username and password and then click on Login. IIDP assigns the username and password.



The islet offer will then be displayed – refer to the next page.

Islet Offer - Click on the radio button to the left of the PI name. Then click on one of the three (3) function buttons – **[Learn More About Offer]**, **[Reject Offer]**, or **[Accept Offer]**.

IIDP Website - Offers - Microsoft Internet Explorer

Address: <https://stage.coh.org/iidp-distribution/isletavail/offers.aspx>

[Return to Offers] [User Profile] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off]

Dates NOT Available for Shipping

Islet Offers (includes both targeted and open offers)

PI	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date
<input type="radio"/> Michael L. McDaniel	IIDP	9000	95	94	Most Pure	Fresh Cultured	University of Miami	1/10/2010 10:30:00 PM

Learn More About Offer Reject Offer Accept Offer

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	SI
	Michael L. McDaniel	Targeted Offer	CIT	40000	89	98	Most	Fresh	University	1/4/2010	1/5/2010	NA	NA	NA	No Re:
	Michael L. McDaniel	Targeted Offer	IIDP	40000	Not Docu										No Re:

Click on the radio button and then click on the desired function button.

[Learn More About Offer] – Click on this button if you want to know more about the offer before accepting or rejecting the offer. Refer to page 18.

[Reject Offer] – Click on this button if you do not want to or cannot accept the offer. Refer to page 21.

[Accept Offer] – Click on this button if you want to accept the islets – Refer to the next page.

Accept Offer - Once you **[Accept Offer]**, this screen is displayed and you will need to **[Confirm Shipping Information]** AND **[Confirm Islet Offer]**. Click on **[View]** to confirm shipping information. Please note the expiration time of the islet offer.

The screenshot shows a Microsoft Internet Explorer browser window with the title "IIDP Website - Confirm Offer - Microsoft Internet Explorer". The address bar shows the URL: https://stage.coh.org/iidp-distribution/isletavail/confirm_offer.aspx?df=1603&runid=1&batch=1. The page content includes a navigation bar with links like "[Return to Offers]", "[User Profile]", "[User Guide]", "[Center Contact Info]", "[Flash Frozen Islet Inventory]", and "[Log off]". The main content area is titled "Confirmation of Islet Offer" and contains the following text:

Before you accept this islet offer, please confirm the following two (2) items. Once both items have been confirmed, click on the [Accept Islets for Shipping] button to complete the process.

1. Confirm Shipping Information
2. Confirm Islet Offer

Offer expires in: 1 Hours, 55 Minutes, 24 Seconds.

At the bottom of the page, there is a logo for IIDP (Integrated Islet Distribution Program) and the text: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." Below this, a red dashed line indicates a "Training Site".

Confirm Shipping Information – The system displays your shipping information that has been entered into the system. Review the information and edit and /or add to the data as needed.

The screenshot shows a Microsoft Internet Explorer browser window displaying the 'IIDP Website - Confirm Shipping Information' page. The address bar shows the URL: https://stage.coh.org/iidp-distribution/isletavail/confirm_shippinginfo.aspx?df=1603&runid=1&batch=1. The page content includes a navigation menu with links like [Return to Offers], [User Profile], [User Guide], [Center Contact Info], [Flash Frozen Islet Inventory], [Log off], and a Help Desk icon. The main content area is titled 'INVESTIGATOR/DELEGATE INFORMATION' and contains a form with the following fields:

INVESTIGATOR/DELEGATE INFORMATION	
1. Principal Investigator:	
1.1 Name:	Michael L. McDaniel
1.2 Telephone Number:	314-362-7435
1.3 Cell Phone Provider:	Verizon
1.4 Cell Phone Number:	
1.5 Pager Number: (Format: xxxxxxxxxxxx@pagerservice.com)	
1.6 Fax Number:	123-555-1212
1.7 Email Address:	MMcDaniel@testallocation
2. Institution:	Washington University in S
3. Mailing Address:	
3.1 Address 1:	Dept. of Pathology & Imm
3.2 Address 2:	Campus Box 8118, 660 S
3.3 City:	St. Louis
3.4 State (if US):	MO
3.5 State (if other than US):	

Use the **scroll bar** to scroll down to the bottom of the page. The **[Confirm Shipping Information]** screen continues on the next page.

Confirm Shipping Information (continued)

The screenshot shows a Microsoft Internet Explorer browser window with the title "IIDP Website - Confirm Shipping Information - Microsoft Internet Explorer". The address bar contains the URL: https://stage.coh.org/iidp-distribution/isletavail/confirm_shippinginfo.aspx?df=1603&runid=1&batch=1. The browser interface includes a menu bar (File, Edit, View, Favorites, Tools, Help), a toolbar with navigation buttons (Back, Forward, Stop, Refresh, Home, Search, Favorites, Print, Stop, Go), and a Norton security bar.

The main content area displays a shipping information form with the following fields:

- 3.6 Province (if CAN): [Dropdown menu]
- 3.7 Zip Code: [Text input field containing "63110"]
- SHIPPING INFORMATION
- 4. Express Shipping Vendor Used: [Dropdown menu containing "Fed-Ex"]
- 4.1 If OTHER, specify: [Text input field]
- 5. Express Shipping Account Number: [Text input field containing "0630-3320-0"]
- 6. Weekday Delivery Shipping Address (if different from mailing address):
 - 6.1 Address 1: [Text input field containing "Dept. of Pathology & Imm"]
 - 6.2 Address 2: [Text input field containing "4566 Scott Ave."]
 - 6.3 City: [Text input field containing "St. Louis"]
 - 6.4 State (if US): [Dropdown menu containing "MO"]
 - 6.5 State (if other than US): [Dropdown menu]
 - 6.6 Province: [Dropdown menu]
 - 6.7 Zip Code: [Text input field containing "63110"]
- 7. Weekend Delivery Shipping Address (if different from weekday shipping address):
 - 7.1 Contact Name (if different from PI): [Text input field containing "Wendy Weekend"]
 - 7.2 Address 1: [Text input field containing "12439 Betsy Ross Lane"]
 - 7.3 Address 2: [Text input field]
 - 7.4 City: [Text input field]

The browser status bar at the bottom shows "Menu ready for use" and "Internet".

Use the **scroll bar** to scroll down to the bottom of the page. The **[Confirm Shipping Information]** screen continues on the next page.

Confirm Shipping Information (continued)

IIDP Website - Confirm Shipping Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/isletavail/confirm_shippinginfo.aspx?df=16038&runid=1&batch=1 Go Links >>

Norton Norton Safe Search Search Cards & Log-ins

6.7 Zip Code: 63110

7. Weekend Delivery Shipping Address (if different from weekday shipping address):

7.1 Contact Name (if different from PI): Wendy Weekend

7.2 Address 1: 12439 Betsy Ross Lane

7.3 Address 2:

7.4 City: St. Louis

7.5 State (if US): MO

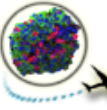
7.6 State (if other than US):

7.7 Province:

7.8 Zip Code: 63146

8. Weekend Telephone Number (if different from telephone number):

Confirm Cancel

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Menu ready for use Internet

Click on **[Confirm]** to confirm your shipping information – refer to the next page **OR** click on **[Cancel]** to return to the **[Accept Offer]** screen – refer to page 8.

Accept Islet Offer – After confirming your shipping information the system returns you to the **[Accept Islet Offer]** screen. Please note the change in the function button for the shipping information from **[View]** to **[Confirmed]**.

IIDP Website - Confirm Offer - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/isletavail/confirm_offer.aspx?df=1603&runid=1&batch=1 Go Links >>

Norton Norton Safe Search Search Cards & Log-ins

[Return to Offers] [User Profile] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off] Help Desk

Confirmation of Islet Offer

Before you accept this islet offer, please confirm the following two (2) items. Once both items have been confirmed, click on the [Accept Islets for Shipping] button to complete the process.

1. Confirm Shipping Information
2. Confirm Islet Offer

Offer expires in: 1 Hours, 54 Minutes, 6 Seconds.

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Menu ready for use Internet

Click on **[View]** for the **[Confirm Islet Offer]** to proceed to the next step of the islet acceptance process – refer to the next page.

Confirm Islet Offer – The system displays the Islet Offer screen. Complete the **Special Packaging Requests** data field and the **Number of Islets Accepted** data field.

The screenshot shows a web browser window with the following details:

- Browser: Microsoft Internet Explorer
- Address: https://stage.coh.org/iidp-distribution/isletavail/confirm_isletoffer.aspx?df=1603&runid=1&batch=1
- Navigation: [Return to Offers] [User Profile] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off] [Help Desk]
- Form Title: **Accepted Islet Offer Final Confirmation**
- Section: **Islet Information**
- Fields:
 - FRACTION: Most Pure
 - Type of Islets: [Empty]
 - Islet Purity: 95
 - Islet Viability: 94
- Section: **Shipping Information**
- Fields:
 - Special Packaging Requests (may not be accommodated): [Text Input Field]
 - Number of Islets Requested per Shipment: min: 5000 / max: 40000
 - Number of Islets being Offered: 9000
 - Number of Islets Accepted: [Text Input Field]
 - Attn: Name (PI Name): Michael L. McDaniel
 - Shipping Address: Dept. of Pathology & Immunology 4566 Scott Ave. St. Louis MO 63110
 - Phone Number: 314-362-7435
 - Shipping Vendor Name/Account Number: Fed-Ex: 0630-3320-0
 - Date Islets will be delivered on: 1/11/2010 10:30:00 PM
- Buttons: CONFIRM, CANCEL

Click on **[CONFIRM]** to confirm the islet offer – refer to the next page **OR** click on **[CANCEL]** and not confirm the islet offer – refer to page 8.

Accept Islet Offer – Once the shipping information and the islet offer have been confirmed, then the **[Accept Islets For Shipping]** button will be functional. Click on **[Accept Islets For Shipping]** to complete the last step of the islet offer acceptance process.

IIDP Website - Confirm Offer - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/isletavail/confirm_offer.aspx?df=1603&runid=1&batch=1 Go Links

Norton Norton Safe Search Search Cards & Log-ins

[Return to Offers] [User Profile] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off] Help Desk

Confirmation of Islet Offer

Before you accept this islet offer, please confirm the following two (2) items. Once both items have been confirmed, click on the [Accept Islets for Shipping] button to complete the process.

1. Confirm Shipping Information

2. Confirm Islet Offer

Offer expires in: 1 Hours, 53 Minutes, 8 Seconds.

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Menu ready for use Internet

Islet Offer screen - Click on **[Log off]** to log out of the system – refer to the next page.

IIDP Website - Offers - Windows Internet Explorer

https://stage.coh.org/iidp_new/isletavail/offers.aspx

File Edit View Favorites Tools Help

Google Search Norton Safe Search

IIDP Website - Offers

[Return to Offers] [User Profile] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off] Help Desk

Dates NOT Available for Shipping

Islet Offers (includes both targeted and open offers)

There are currently no islet offers available to you.

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Mail
	Michael L. McDaniel	Targeted Offer	CIT	40000	89%	98%	Most Pure	Fresh	University of Miami	1/4/2010 12:00:00 PM PST.	1/5/2010 12:00:00 PM PST.	NA	NA
	Michael L. McDaniel	Targeted Offer	IIDP	40000	Not Documented	Not Documented	Most Pure	Cultured	University of Miami	1/7/2010 5:00:00 PM PST.	1/8/2010 5:00:00 PM PST.	NA	NA
	Michael L. McDaniel	Targeted Offer	IIDP	9000	95%	94%	Most Pure	Fresh Cultured	University of Miami	1/10/2010 10:30:00 PM EST.	1/11/2010 10:30:00 PM EST.	testship999333	test
	Michael L. McDaniel	Targeted Offer	IIDP	10000	94%	95%	Less Pure	Fresh Cultured	University of Miami	1/31/2010 10:00:00 AM EST.	2/1/2010 10:00:00 AM EST.	NA	NA

Done Internet 100%

Islet Offer screen (continued) - Note the **[Status]** column (the status of the acceptance of the islet offer) - the default value of 'No Response' had been updated to 'Accepted'. If the islet offer had been rejected then the status value would have been changed to 'Rejected'.

The screenshot shows a web browser window with the URL https://stage.coh.org/iidp_new/isletavail/offers.aspx. The browser interface includes a search bar, navigation buttons, and a table of islet offers. A red arrow points from the text above to the 'Accepted' status in the table.

Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status	EQs Shipped	Learn More About Offer	Complete User Feedback Form
1/5/2010 12:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/8/2010 5:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/11/2010 10:30:00 PM EST.	testship999333	testship3838833		Accepted	000	[Click Here]	[Part I] [Part II] [View]
2/1/2010 10:00:00 AM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA

Login Screen – The system displays the log in screen. Log in **OR** click on the **[X]** to close the browser.



Learn More About Offer – The system displays more information about the islet offer to review before making a decision to accept or reject the islet offer – continued on next page.

Broadcast Message Regarding Availability of Islets for Research

Date: 1/30/2010 6:55:04 AM

Please review ALL of the information below and then select one of the following: [Accept Offer & Confirm Shipping Information] or [NOT Willing or Unable to Accept Offer]

Information Regarding Islets Available for Research

SUPPLIER AND GENERAL INFORMATION

Islet laboratory supplying islets: University of Miami
 Unos Id: AKJ_TEST3845
 Isolation ID#: test3845_akj

PANCREAS DONOR INFORMATION

Date and time of cross clamp: Jan 28 2010 8:00AM
 Duration of cold ischemia: Not Documented
 Definition of cold ischemia: Time from aortic cross clamp to the t of digestion (Phase 1)
 Age: 48.00 Years
 Gender: Male
 Height: 72.00 inches

Learn More About Offer (continued) – refer to the next page.

The screenshot shows a Windows Internet Explorer browser window with the address bar displaying the URL: https://stage.coh.org/iidp_new/isletavail/offer_detail.aspx?df=1622&runid=1&rc=4&batch=2. The browser interface includes a menu bar (File, Edit, View, Favorites, Tools, Help), a search bar with Google, and a Norton Safe Search bar. The main content area displays the following data:

Weight:	210.0 lbs
BMI:	28.50
Ethnicity/Race:	Black or African American
CMV status:	Negative
ABO Blood Group:	O
HLA Class 1 - A:	22,23
HLA Class 1 - B:	24,25
HLA Class 1 - C:	26,27
HLA Class 2 - DR:	28,29
Serology - HIV I/II:	Negative
Serology - HTLV I/II:	Negative
Serology - Syphilis:	Negative
Serology - HbsAg:	Negative
Serology - HBc:	Negative
Cause of death:	Cerebrovascular/stroke
Medical history:	HTN
PRE-SHIPMENT INFORMATION	
Islets cultured prior to shipment:	Yes
Estimated culture time prior to shipment:	1 Day(s) 15.00 Hours(s)
Islets cryopreserved prior to shipment:	
Islets shipped fresh:	Yes

The browser status bar at the bottom shows "Done" and "Internet" with a 100% zoom level.

Learn More About Offer (continued)

IIDP Website - Offer Detail - Windows Internet Explorer

https://stage.coh.org/iidp_new/isletavail/offer_detail.aspx?df=1622&runid=1&rc=4&batch=2

File Edit View Favorites Tools Help

Google Search Sidewiki Check Translate AutoFill Sign In

Norton Safe Search Search Cards & Log-ins

Favorites 630 WMAL Stimulating Talk ... 630 WMAL Stimulating Talk ... Suggested Sites Free Hotmail Web Slice Gallery

IIDP Website - Offer Detail

Comments: test

SHIPPING INFORMATION

Total IEQs available for shipping:	20000
Broadcast Islet Viability:	95
Post Culture Islet Viability:	
Islet Viability staining method:	Inclusion Dye: Syto Green 13 / Exclusion Dye: Trypan Blue
Broadcast Islet Purity:	94
Post Culture Islet Purity:	
Base medium used for shipping:	Connaught Medical Research Laboratories (CMRL) 1066
Additives to base medium:	Insulin Transferrin Selenium (ITS)
Type of vessel used for shipping:	Cryo
Packing of shipping vessel:	No ice
Date and time islets available for shipping:	1/31/2010 10:00:00 AM

Accept Offer & Confirm Shipping Information NOT Willing or Unable to Accept Offer

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Done Internet 100%

Click on **[Accept Offer & Confirm Shipping Information]** to accept the islet offer – refer to pages 8 - 17. Click on **[NOT Willing or Unable to Accept Offer]** to reject the islet offer – refer to the next page.

Reject Offer or NOT Willing or Unable to Accept Offer – Select the rejection reason from the drop down menu – refer to the next page.

The screenshot shows a Microsoft Internet Explorer browser window. The title bar reads "IIDP Website - Reject Offer - Microsoft Internet Explorer". The address bar contains the URL: "https://stage.coh.org/iidp-distribution/isletavail/reject_offer.aspx?df=16038&runid=1&batch=1". The browser's Norton toolbar is visible, along with a navigation bar containing links: "[Return to Offers]", "[User Profile]", "[User Guide]", "[Center Contact Info]", "[Flash Frozen Islet Inventory]", "[Log off]", and a "Help Desk" icon.

The main content area features a form titled "Reject Offer Reason". The form text reads: "Please enter your reason for not being willing or unable to accept the available islets at this time:". Below this is a dropdown menu with the selected option "Not performing islet experiments at this time". Underneath the dropdown is a text input field labeled "If Other, specify:". A "Submit" button is located at the bottom of the form.

At the bottom of the page, the IIDP logo is displayed, consisting of a globe icon and the text "IIDP Integrated Islet Distribution Program". To the right of the logo, the text states: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." Below this text is a red dashed line with the text "-----Training Site-----" centered underneath it.

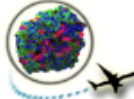
The browser's status bar at the bottom shows "Menu ready for use" on the left and "Internet" on the right.

Reject Offer or NOT Willing or Unable to Accept Offer – refer to the next page.

Reject Offer Reason

Please enter your reason for not being willing or unable to accept the available islets at this time:

- Not performing islet experiments at this time
- No staff available
- Do not have supplies (e.g., mice, vectors, etc.)
- Out of office/town
- Other

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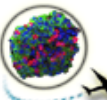
Reject Offer or NOT Willing or Unable to Accept Offer – Select the rejection reason from the drop down menu. If 'Other' is selected, enter the 'Other' reason in the textbox.

Reject Offer Reason

Please enter your reason for not being willing or unable to accept the available islets at this time:

Not performing islet experiments at this time

If Other, specify:

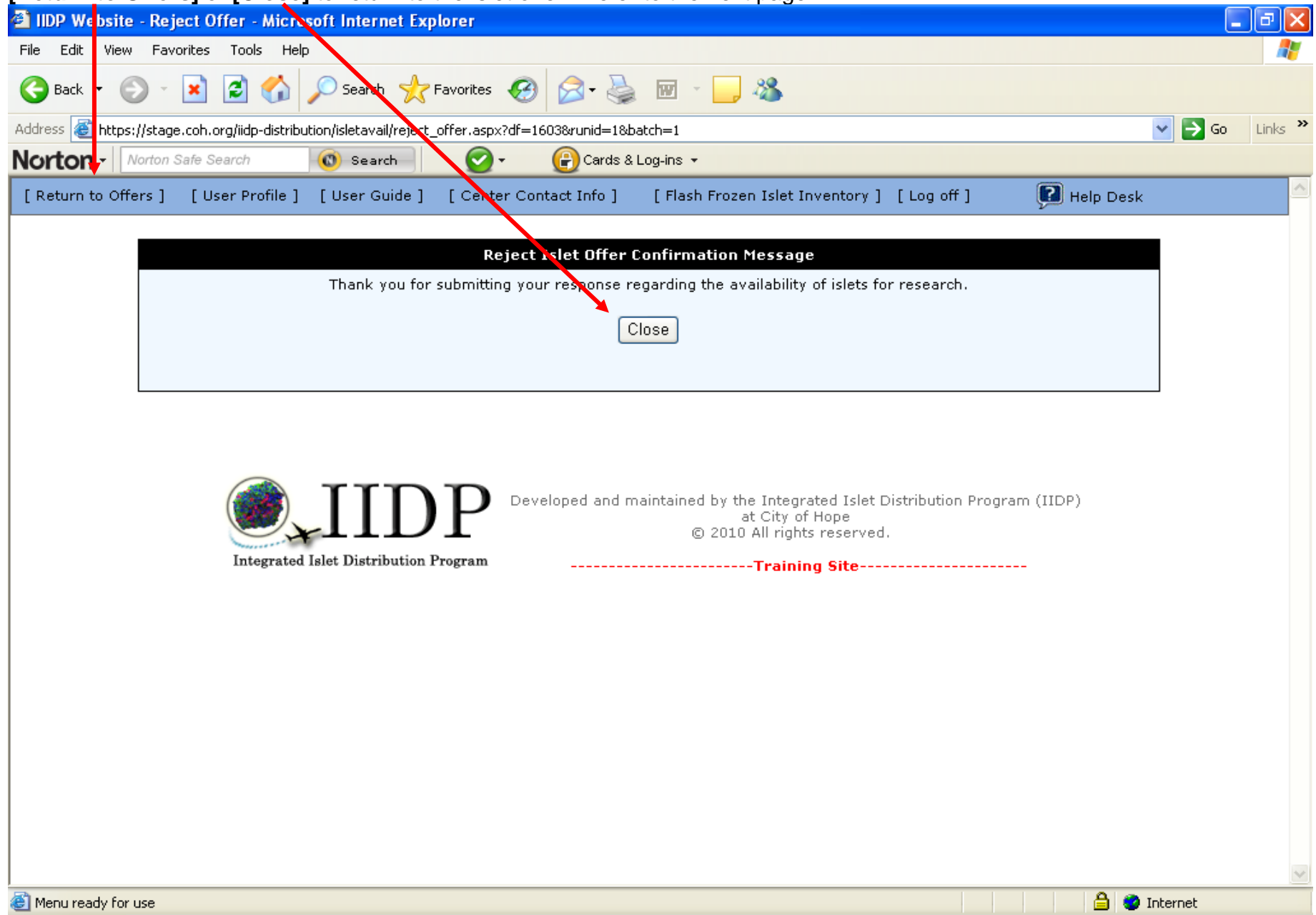
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Click on **[Submit]** to submit the rejection reason to the system – refer to the next page.

Rejection of Islet Offer Confirmation Message – The system displays a message that the islet offer has been rejected. Click on **[Return to Offers]** or **[Close]** to return to the islet offer – refer to the next page.



Islet Offer screen - Click on **[Log off]** to log out of the system – refer to the next page Or select another menu option.

The screenshot shows the 'IIDP Website - Offers' page in Microsoft Internet Explorer. The address bar shows the URL: <https://stage.coh.org/iidp-distribution/isletavail/offers.aspx>. The page features a navigation menu with links: [Return to Offers], [User Profile], [User Guide], [Center Contact Info], [Flash Frozen Islet Inventory], and [Log off]. A red arrow points from the [Log off] link in the navigation menu to the [Log off] link in the top right corner of the page content.

Below the navigation menu, there is a message: **Dates NOT Available for Shipping**. The main heading is **Islet Offers (includes both targeted and open offers)**, followed by the text: **There are currently no islet offers available to you.**

Below this, there is a section titled **History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)**. This section contains a table with the following data:

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status
	Debbie C. Thurmond	Targeted Offer	IIDP	300	89	98	Most Pure	Cultured	University of Miami	1/6/2010 5:00:00 PM CST.	1/7/2010 5:00:00 PM CST.	NA	NA	NA	No Response
	Debbie C. Thurmond	Targeted Offer	IIDP	1000	80	85	Most Pure	Cultured	University of Miami	1/7/2010 3:00:00 PM PST.	1/8/2010 3:00:00 PM PST.	NA	NA	NA	No Response
	Debbie C. Thurmond	Targeted Offer	IIDP	1000	95	94	Most Pure	Fresh Cultured	University of Miami	1/10/2010 10:30:00 PM EST.	1/11/2010 10:30:00 PM EST.	NA	NA	NA	Rejected

At the bottom of the page, there is a logo for IIDP and the text: **IIDP** Developed and maintained by the Integrated Islet Distribution Program (IIDP).

Login Screen – The system displays the log in screen. Log in **OR** click on the **[X]** to close the browser.



3.0 Return Shipping Materials to Center

Islet Offer screen – Shipping Materials – The islet shipping materials should be shipped back to the Center within 48 hours – refer to the next page.

[Return to Offers] [User Profile] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off] Help Desk

Dates NOT Available for Shipping

Islet Offers (includes both targeted and open offers)

There are currently no islet offers available to you.

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Mail
	Michael L. McDaniel	Targeted Offer	CIT	40000	89%	98%	Most Pure	Fresh	University of Miami	1/4/2010 12:00:00 PM PST.	1/5/2010 12:00:00 PM PST.	NA	NA
	Michael L. McDaniel	Targeted Offer	IIDP	40000	Not Documented	Not Documented	Most Pure	Cultured	University of Miami	1/7/2010 5:00:00 PM PST.	1/8/2010 5:00:00 PM PST.	NA	NA
	Michael L. McDaniel	Targeted Offer	IIDP	9000	95%	94%	Most Pure	Fresh Cultured	University of Miami	1/10/2010 10:30:00 PM EST.	1/11/2010 10:30:00 PM EST.	testship999333	test
	Michael L. McDaniel	Targeted Offer	IIDP	10000	94%	95%	Less Pure	Fresh Cultured	University of Miami	1/31/2010 10:00:00 AM EST.	2/1/2010 10:00:00 AM EST.	NA	NA

Islet Offer screen – Shipping Materials – The islet shipping materials should be shipped back to the Center within 48 hours.

IIDP Website - Offers

Help Desk

system)

Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status	IEQs Shipped	Learn More About Offer	Complete User Feedback Form
1/5/2010 12:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/8/2010 5:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/11/2010 10:30:00 PM EST.	testship999333	testship3838833		Accepted	5000	[Click Here]	[Part I] [Part II] [View]
2/1/2010 10:00:00 AM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA

Done

Internet 100%

Note: N/A is entered in the [Material Shipping Tracking #] and [Date Materials Returned to Center] if the islets were picked up directly by the investigator or if the investigator did not respond to or rejected the islet offer.

Islet Offer screen – Shipping Materials – Click on the [pencil icon] for the system to change the desired islet offer to edit mode for the investigator to enter the date in the [Date Materials Returned to Center] data field – refer to the next page.

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Mail
	Michael L. McDaniel	Targeted Offer	CIT	40000	89%	98%	Most Pure	Fresh	University of Miami	1/4/2010 12:00:00 PM PST.	1/5/2010 12:00:00 PM PST.	NA	NA
	Michael L. McDaniel	Targeted Offer	IIDP	40000	Not Documented	Not Documented	Most Pure	Cultured	University of Miami	1/7/2010 5:00:00 PM PST.	1/8/2010 5:00:00 PM PST.	NA	NA
	Michael L. McDaniel	Targeted Offer	IIDP	9000	95%	94%	Most Pure	Fresh Cultured	University of Miami	1/10/2010 10:30:00 PM EST.	1/11/2010 10:30:00 PM EST.	testship999333	test
	Michael L. McDaniel	Targeted Offer	IIDP	10000	94%	95%	Less Pure	Fresh Cultured	University of Miami	1/31/2010 10:00:00 AM EST.	2/1/2010 10:00:00 AM EST.	NA	NA

Islet Offer screen – Shipping Materials – Click on the **[calendar icon]** to select a date to enter in the **[Date Materials Returned to Center]** data field then click on the **[Save icon]** (on the previous page of the first part of the Islet Offer screen) – refer to the next page.

IIDP Website - Offers

Help Desk

system)

Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status	IEQs Shipped	Learn More About Offer	Complete User Feedback Form
1/5/2010 12:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/8/2010 5:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/11/2010 10:30:00 PM EST.	testship999333	testship3838833	<input type="text"/>	Accepted	5000	[Click Here]	[Part I] [Part II] [View]
2/1/2010 10:00:00 AM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA

Internet 100%

Islet Offer screen – Shipping Materials – The date the shipping materials were returned to the Center has been entered and saved in the system – refer to the next page.

The screenshot shows a Windows Internet Explorer browser window displaying the IIDP Website - Offers page. The address bar shows the URL: https://stage.coh.org/iidp_new/isletavail/offers.aspx. The page content includes a navigation bar with links like [Return to Offers], [User Profile], [User Guide], [Center Contact Info], [Flash Frozen Islet Inventory], and [Log off]. A message states "Dates NOT Available for Shipping". Below this, a section titled "Islet Offers (includes both targeted and open offers)" contains the text "There are currently no islet offers available to you." A section titled "History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)" contains a table with the following data:

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Ma
	Michael L. McDaniel	Targeted Offer	CIT	40000	89%	98%	Most Pure	Fresh	University of Miami	1/4/2010 12:00:00 PM PST.	1/5/2010 12:00:00 PM PST.	NA	NA
	Michael L. McDaniel	Targeted Offer	IIDP	40000	Not Documented	Not Documented	Most Pure	Cultured	University of Miami	1/7/2010 5:00:00 PM PST.	1/8/2010 5:00:00 PM PST.	NA	NA
	Michael L. McDaniel	Targeted Offer	IIDP	9000	95%	94%	Most Pure	Fresh Cultured	University of Miami	1/10/2010 10:30:00 PM EST.	1/11/2010 10:30:00 PM EST.	testship999333	test
	Michael L. McDaniel	Targeted Offer	IIDP	10000	94%	95%	Less Pure	Fresh Cultured	University of Miami	1/31/2010 10:00:00 AM EST.	2/1/2010 10:00:00 AM EST.	NA	NA

Islet Offer screen – Shipping Materials – The date is saved in the system and the system will send a notification email message to the Center that the shipping materials have been returned by the investigator – refer to the next page.

IIDP Website - Offers

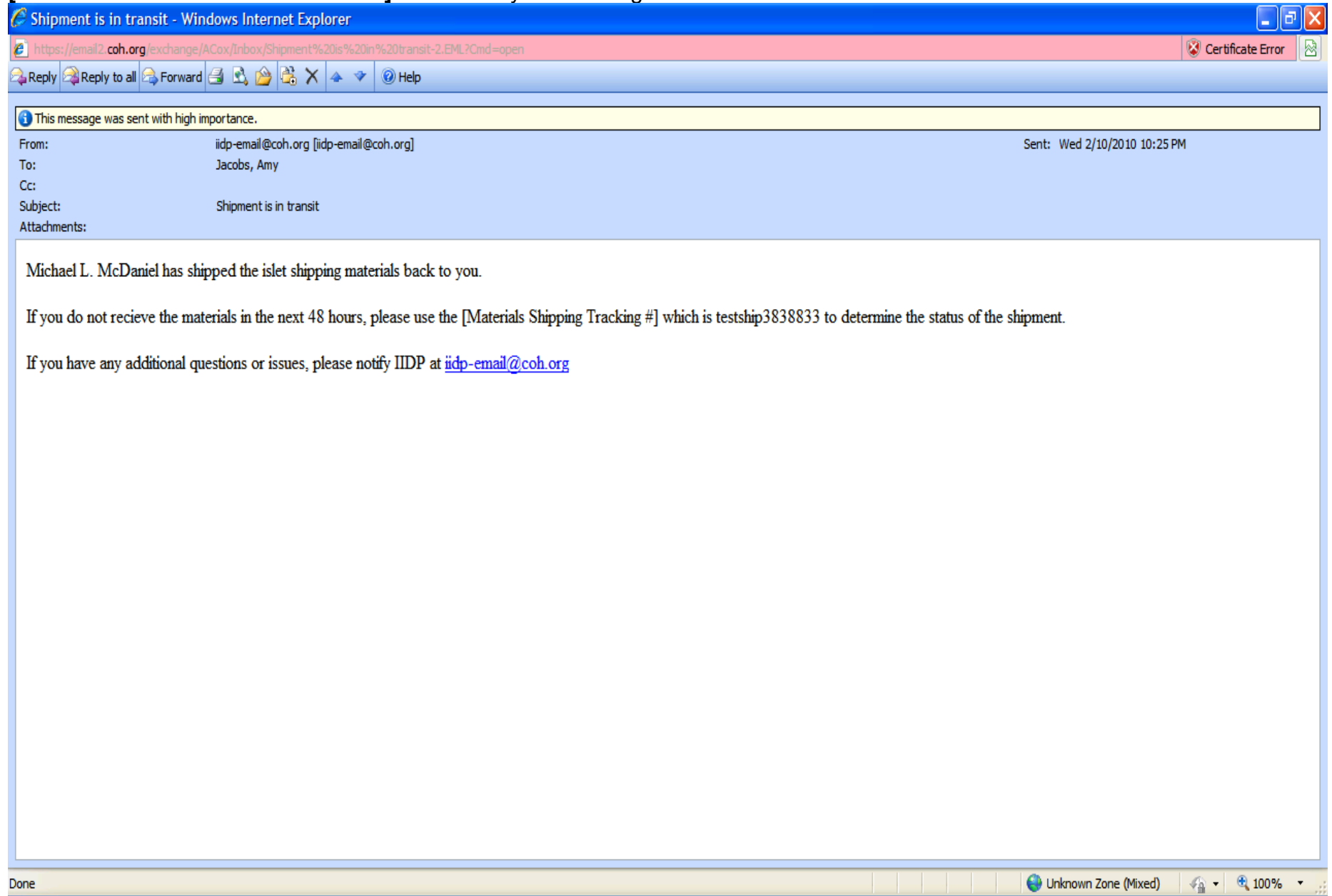
Help Desk

system)

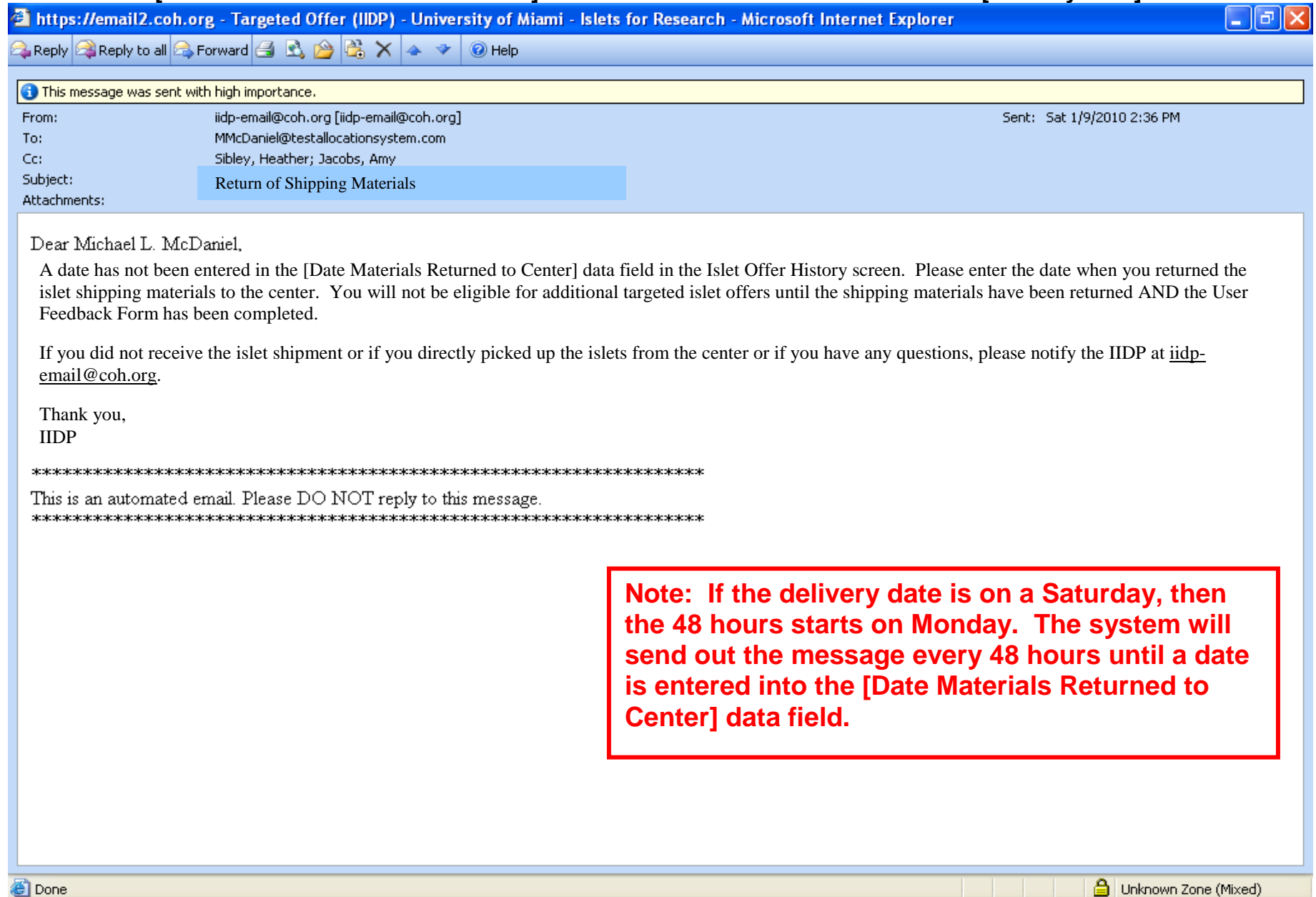
Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status	IEQs Shipped	Learn More About Offer	Complete User Feedback Form
1/5/2010 12:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/8/2010 5:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/11/2010 10:30:00 PM EST.	testship999333	testship3838833	1/13/2010	Accepted	5000	[Click Here]	[Part I] [Part II] [View]
2/1/2010 10:00:00 AM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA

Internet 100%

Islet Offer screen – Shipping Materials – The email message that the system sends to the Center when a date is entered in the **[Date Materials Returned to Center]** data field by the investigator.



Islet Offer screen – Shipping Materials – The email message that the system sends to an investigator when a date has not been entered in the **[Date Materials Returned to Center]** data field within 48 hours of the date in the **[Delivery Date]** data field.



4.0 View/Change your User Profile

View/Change your User Profile - Click on **[User Profile]** to display the options of **[Change User Information]** and **[Change Password]**.

IIDP Website - Offers - Microsoft Internet Explorer

Address: <https://stage.coh.org/iidp-distribution/isletavail/offers.aspx>

Navigation: [Return to Offers] [**User Profile**] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off]

Dates NOT Available for Shipping

Islet Offers (includes both targeted and open offers)

There are currently no islet offers available to you.

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status
	Debbie C. Thurmond	Targeted Offer	IIDP	300	89	98	Most Pure	Cultured	University of Miami	1/6/2010 5:00:00 PM CST.	1/7/2010 5:00:00 PM CST.	NA	NA	NA	No Response
	Debbie C. Thurmond	Targeted Offer	IIDP	1000	80	85	Most Pure	Cultured	University of Miami	1/7/2010 3:00:00 PM PST.	1/8/2010 3:00:00 PM PST.	NA	NA	NA	No Response
	Debbie C. Thurmond	Targeted Offer	IIDP	1000	95	94	Most Pure	Fresh Cultured	University of Miami	1/10/2010 10:30:00 PM EST.	1/11/2010 10:30:00 PM EST.	NA	NA	NA	Rejected

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Change User Information - Click on **[Change User Information]** to display the User Information screen – refer to the next page.

IIDP Website - Offers - Microsoft Internet Explorer

Address: https://stage.coh.org/iidp-distribution/isletavail/offers.aspx

Navigation: [Return to Offers] [User Profile] [**User Guide**] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off]

Change User Information
Change Password
Islet Notification Service (INS) Installation

Islet Offers (includes both targeted and open offers)

There are currently no islet offers available to you.

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status	Islet Shipped
	Wayne Moore	Targeted Offer	IIDP	20000	96	97	Most Pure	Fresh Cultured	University of Miami	1/2/2010 12:00:00 PM EST.	1/4/2010 12:00:00 PM EST.	NA	NA	NA	No Response	NA

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User Information (continued)

IIDP Website - Profile Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address https://stage.coh.org/iidp-distribution/isletavail/form_profile.aspx Go Links

Norton Cards & Log-ins

State (if other than US):	
Province:	
Zip Code:	66061
Weekday Shipping Address (if different from Mailing Address)	
Address 1:	Receiving Dock 2106 Olathe Blvd
Address 2:	Bldg 64, Room 2016, MS 3051
City:	Kansas City
State (if US):	KS
State (if other than US):	
Province:	
Zip Code:	66061
Weekend Shipping Address (if different from Weekday Shipping Address)	
Weekend Contact Name (if different from PI):	
Address 1:	Janette Williams
Address 2:	802 SE Douglas St
City:	Lees Summit

Menu ready for use Internet

User Information (continued)

IIDP Website - Profile Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address https://stage.coh.org/iidp-distribution/isletavail/form_profile.aspx Go Links

Norton Cards & Log-ins

Address 1: Janette Williams

Address 2: 802 SE Douglas St

City: Lees Summit

State (if US): MO

State (if other than US):

Province:

Zip Code: 64063


Weekend Phone Number:
(if different from telephone number)

Express Shipping Vendor Used: Fed-Ex

If Other, specify:

Express Shipping Account Number: 0640-2408-6

Edit

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Review the information and click on **[Edit]** to make changes as needed - refer to the next page.

OR

Click on another menu option, if there are no required changes.

User Information - the system will display the User Profile information in the Edit Mode. Edit the User Profile as needed – continued on the next page.

IIDP Website - Profile Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/isletavail/form_profile.aspx Go Links

Norton Cards & Log-ins

[Return to Offers] [User Profile] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off] Help Desk

Dates NOT Available for Shipping

User Profile

Username: * Required

Name: * Required

Telephone Number: * Required

Cell Phone Provider:

Cell Phone Number:

Pager Number:

Fax Number: * Required

Email Address: * Required

Mailing Address

Address 1: * Required

Address 2:

Menu ready for use Internet

User Information (continued)

IIDP Website - Profile Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address https://stage.coh.org/iidp-distribution/isletavail/form_profile.aspx Go Links

Norton Cards & Log-ins

Address 2:	<input type="text" value="2146 W 39th Ave MS 305"/>
City:	<input type="text" value="Kansas City"/>
State (if US):	<input type="text" value="KS"/>
State (if other than US):	<input type="text"/>
Province:	<input type="text"/>
Zip Code:	<input type="text" value="66061"/>
Weekday Shipping Address (if different from Mailing Address)	
Address 1:	<input type="text" value="Receiving Dock 2106 Olat"/>
Address 2:	<input type="text" value="Bldg 64, Room 2016, MS"/>
City:	<input type="text" value="Kansas City"/>
State (if US):	<input type="text" value="KS"/>
State (if other than US):	<input type="text"/>
Province:	<input type="text"/>

Menu ready for use Internet

User Information (continued)

IIDP Website - Profile Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address https://stage.coh.org/iidp-distribution/isletavail/form_profile.aspx Go Links

Norton Cards & Log-ins

Zip Code:	<input type="text" value="66061"/>
Weekend Shipping Address (if different from Weekday Shipping Address)	
Weekend Contact Name (if different from PI):	<input type="text"/>
Address 1:	<input type="text" value="Janette Williams"/>
Address 2:	<input type="text" value="802 SE Douglas St"/>
City:	<input type="text" value="Lees Summit"/>
State (if US):	<input type="text" value="MO"/>
State (if other than US):	<input type="text"/>
Province:	<input type="text"/>
Zip Code:	<input type="text" value="64063"/>
Weekend Phone Number: (if different from telephone number)	<input type="text"/>
Express Shipping Vendor Used:	<input type="text" value="Fed-Ex"/> * Required
If Other, specify:	<input type="text"/>

Menu ready for use Internet

User Information (continued)

IIDP Website - Profile Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address https://stage.coh.org/iidp-distribution/isletavail/form_profile.aspx Go Links

Norton Cards & Log-ins

State (if US): MO

State (if other than US):

Province:

Zip Code: 64063


Weekend Phone Number:
(if different from telephone number)

Express Shipping Vendor Used: Fed-Ex * Required

If Other, specify:

Express Shipping Account Number: 0640-2408-6 * Required

Submit

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Click on **[Submit]** to submit the changes to the system.

User Information - The system will display the changed User Profile information for the user to review. If additional changes are needed, click on **[Edit]** and repeat the process to edit the User Profile information. Click on another menu option as desired to continue in the system or click on **[Log off]** to exit the system.

IIDP Website - Profile Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/isletavail/form_profile.aspx Go Links

Norton Cards & Log-ins

[Return to Offers] [User Profile] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off] Help Desk

Dates NOT Available for Shipping

User Profile

Username:	WMoore
Name:	Wayne Moore
Telephone Number:	816-983-6640
Cell Phone Provider:	Verizon
Cell Phone Number:	555-555-3333
Pager Number:	
Fax Number:	123-555-1212
Email Address:	WMoore@testallocationsystem.com
Mailing Address	
Address 1:	Janette Williams
Address 2:	2146 W 39th Ave MS 3051 Room 2016
City:	Kansas City
State (if US):	KS

Menu ready for use Internet

User Information (continued)

IIDP Website - Profile Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address https://stage.coh.org/iidp-distribution/isletavail/form_profile.aspx Go Links

Norton Cards & Log-ins

State (if other than US):	
Province:	
Zip Code:	66061
Weekday Shipping Address (if different from Mailing Address)	
Address 1:	Receiving Dock 2106 Olathe Blvd
Address 2:	Bldg 64, Room 2016, MS 3051
City:	Kansas City
State (if US):	KS
State (if other than US):	
Province:	
Zip Code:	66061
Weekend Shipping Address (if different from Weekday Shipping Address)	
Weekend Contact Name (if different from PI):	
Address 1:	Janette Williams
Address 2:	802 SE Douglas St
City:	Lees Summit

Menu ready for use Internet

User Information (continued)

IIDP Website - Profile Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address https://stage.coh.org/iidp-distribution/isletavail/form_profile.aspx Go Links

Norton Cards & Log-ins

Address 1: Janette wimams

Address 2: 802 SE Douglas St

City: Lees Summit

State (if US): MO

State (if other than US):

Province:

Zip Code: 64063

Weekend Phone Number:
(if different from telephone number)

Express Shipping Vendor Used: Fed-Ex

If Other, specify:

Express Shipping Account Number: 0640-2408-6

Edit

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Menu ready for use Internet

Change Password – Click on **[Change Password]** to display the Change Password screen – refer to the next page.

IIDP Website - Offers - Microsoft Internet Explorer

Address: <https://stage.coh.org/iidp-distribution/isletavail/offers.aspx>

[Return to Offers] [User Profile] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off]

Dates NOT Available

- Change User Information
- Change Password
- Islet Notification Service (INS) Installation

Islet Offers (includes both targeted and open offers)

There are currently no islet offers available to you.

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status	I Sh
	Wayne Moore	Targeted Offer	IIDP	20000	96	97	Most Pure	Fresh Cultured	University of Miami	1/2/2010 12:00:00 PM EST.	1/4/2010 12:00:00 PM EST.	NA	NA	NA	No Response	NA

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Change Password -The system will display the Change User Password screen.

IIDP Website - Change Password - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://stage.coh.org/iidp-distribution/isletavail/form_userkey.aspx Go Links

Norton Cards & Log-ins

[Return to Offers] [User Profile] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off] Help Desk

Dates NOT Available for Shipping


Change User Password

Old Password:

New Password:

Confirm New Password:

Submit

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Menu ready for use Internet

Change password and then click on **[Submit]**. The system will return the user to the Islet Offers screen.

Islet Offers screen - The system returns the user to the Islet Offers screen. Click on another menu option as desired to continue in the system or click on **[Log off]** to exit the system.

[Return to Offers] [User Profile] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off]

Dates NOT Available for Shipping

Islet Offers (includes both targeted and open offers)

There are currently no islet offers available to you.

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status
	Debbie C. Thurmond	Targeted Offer	IIDP	300	89	98	Most Pure	Cultured	University of Miami	1/6/2010 5:00:00 PM CST.	1/7/2010 5:00:00 PM CST.	NA	NA	NA	No Response
	Debbie C. Thurmond	Targeted Offer	IIDP	1000	80	85	Most Pure	Cultured	University of Miami	1/7/2010 3:00:00 PM PST.	1/8/2010 3:00:00 PM PST.	NA	NA	NA	No Response
	Debbie C. Thurmond	Targeted Offer	IIDP	1000	95	94	Most Pure	Fresh Cultured	University of Miami	1/10/2010 10:30:00 PM EST.	1/11/2010 10:30:00 PM EST.	NA	NA	NA	Rejected

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Menu ready for use

5.0 View the User Guide

User Guide – Click on **[User Guide]** to display the User Guide to review – refer to the next page.

IIDP Website - Offers - Microsoft Internet Explorer

Address: <https://stage.coh.org/iidp-distribution/isletavail/offers.aspx>

Navigation: [Return to Offers] [User Profile] [**User Guide**] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off]

Dates NOT Available for Shipping

Islet Offers (includes both targeted and open offers)

There are currently no islet offers available to you.

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status
	Debbie C. Thurmond	Targeted Offer	IIDP	300	89	98	Most Pure	Cultured	University of Miami	1/6/2010 5:00:00 PM CST.	1/7/2010 5:00:00 PM CST.	NA	NA	NA	No Response
	Debbie C. Thurmond	Targeted Offer	IIDP	1000	80	85	Most Pure	Cultured	University of Miami	1/7/2010 3:00:00 PM PST.	1/8/2010 3:00:00 PM PST.	NA	NA	NA	No Response
	Debbie C. Thurmond	Targeted Offer	IIDP	1000	95	94	Most Pure	Fresh Cultured	University of Miami	1/10/2010 10:30:00 PM EST.	1/11/2010 10:30:00 PM EST.	NA	NA	NA	Rejected

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Menu ready for use

User Guide – Click on [Open] to display the user guide – refer to the next page. Click on [Save] to save the user guide or click on [Cancel] to cancel opening the user guide.

The screenshot shows a Microsoft Internet Explorer browser window displaying the IIDP Offers page. The address bar shows the URL: https://stage.coh.org/iidp_new/isletavail/offers.aspx. The page content includes a navigation menu, a status message "Dates NOT Available for Shipping", and a section titled "Islet Offers (includes both targeted and open offers)" with a red message: "There are currently no islet offers available to you." Below this is a section titled "History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)".

A "File Download" dialog box is open in the foreground, displaying the following information:

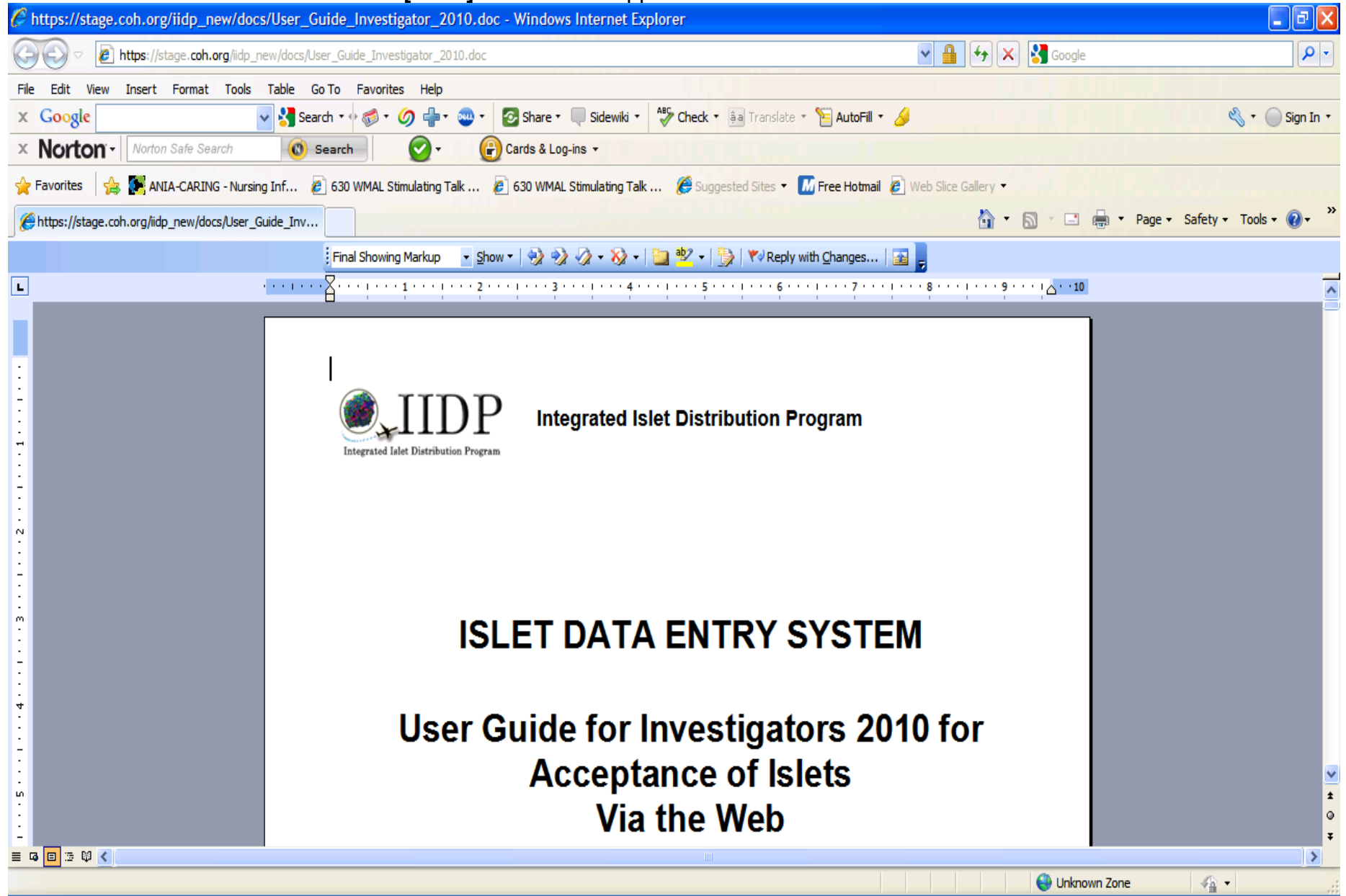
- Do you want to open or save this file?
- Name: User_Guide_Investigator_2010.doc
- Type: Microsoft Office Word 97 - 2003 Document, 4.89MB
- From: stage.coh.org
- Buttons: Open, Save, Cancel
- Always ask before opening this type of file
- Warning: While files from the Internet can be useful, some files can potentially harm your computer. If you do not trust the source, do not open or save this file. [What's the risk?](#)

The background table "History of Islet Offers" has the following visible data:

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type	Date Materials Returned to Center	Status	IEQs Shipped	Learn More About Offer	Complete User Feedback Form
	Francis S. Collins	Targeted Offer	IIDP	10000	96%	95%	Most Pure	Fre		Accepted	10000	[Click Here]	[Part I] [Part II] [View]

The browser's status bar at the bottom indicates: "Downloading from site: https://stage.coh.org/iidp_new/isletavail/docs/User_Guide_Investigator_2010.doc".

User Guide – The system displays the User Guide. Use the scroll bar on the right to scroll through and view the document. Save the document if desired or click on the **[Back]** button in the upper left hand corner to return to the Islet Offers screen



Islet Offers screen - The system returns the user to the Islet Offers screen. Click on another menu option as desired to continue in the system or click on **[Log off]** to exit the system.

[Return to Offers] [User Profile] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off]

Dates NOT Available for Shipping

Islet Offers (includes both targeted and open offers)

There are currently no islet offers available to you.

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status
	Debbie C. Thurmond	Targeted Offer	IIDP	300	89	98	Most Pure	Cultured	University of Miami	1/6/2010 5:00:00 PM CST.	1/7/2010 5:00:00 PM CST.	NA	NA	NA	No Response
	Debbie C. Thurmond	Targeted Offer	IIDP	1000	80	85	Most Pure	Cultured	University of Miami	1/7/2010 3:00:00 PM PST.	1/8/2010 3:00:00 PM PST.	NA	NA	NA	No Response
	Debbie C. Thurmond	Targeted Offer	IIDP	1000	95	94	Most Pure	Fresh Cultured	University of Miami	1/10/2010 10:30:00 PM EST.	1/11/2010 10:30:00 PM EST.	NA	NA	NA	Rejected

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Menu ready for use

6.0 Submit a Help Desk Request

Help Desk Request – Click on **[Help Desk]** icon to display the Help Desk Request screen – refer to the next page.

The screenshot shows a Microsoft Internet Explorer browser window with the address bar displaying `https://stage.coh.org/iidp-distribution/isletavail/offers.aspx`. The Norton Safe Search toolbar is visible above the page content. The page title is "IIDP Website - Offers". The navigation bar includes links for "User Guide", "Center Contact Info", "Flash Frozen Islet Inventory", and "Log off", along with a "Help Desk" icon. The main content area displays the following text:

Islet Offers (includes both targeted and open offers)

There are currently no islet offers available to you.

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status	IEQs Shipped	Learn More About Offer	Complete User Feedback Form
20000	96	97	Most Pure	Fresh Cultured	University of Miami	1/2/2010 12:00:00 PM EST.	1/4/2010 12:00:00 PM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA
20000	89	98	Most Pure	Fresh	University of Miami	1/4/2010 12:00:00 PM PST.	1/5/2010 12:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
20000	80	85	Most Pure	Cultured	University of Miami	1/7/2010 3:00:00 PM PST.	1/8/2010 3:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
15000	94	93	Less Pure	Fresh Cultured	University of Miami	1/13/2010 8:00:00 AM EST.	1/14/2010 8:00:00 AM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA
20000	94	94	Most Pure	Cultured	University of Miami	1/15/2010 8:00:00 AM EST.	1/16/2010 8:00:00 AM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA

Help Desk Request – The system displays the **[Help Desk]** screen. Select the issue from the drop down list – refer to the next page. Enter a brief description of the issue in the textbox. Click on **[Submit]** to submit the help desk request to the system – refer to page 48.

The screenshot shows a Microsoft Internet Explorer browser window with the address bar displaying `https://stage.coh.org/iidp-distribution/isletavail/offers.aspx`. A 'Help Desk' form is overlaid on the page. The form contains the following information:

- Name:** Wayne Moore
- Email:** WMoore@testallocationsystem.com
- Phone:** 816-983-6640
- Issue:** Display Problems (selected from a dropdown menu)
- Brief Description:** (An empty text area)
- Submit** button

In the background, a table titled 'Islet Offers' is visible. The table has columns for 'Amount Offered', 'Islet Purity', 'Viability', and 'B...'. Below is a portion of the table data:

Amount Offered	Islet Purity	Viability	B...	Date Materials Returned Center	Status	IEQs Shipped	Learn More About Offer	Complete User Feedback Form						
20000	96	97	M...		No Response	NA	[Click Here]	NA						
20000	89	98	Most Pure	Fresh	University of Miami	1/4/2010 12:00:00 PM PST.	1/5/2010 12:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
20000	80	85	Most Pure	Cultured	University of Miami	1/7/2010 3:00:00 PM PST.	1/8/2010 3:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
15000	94	93	Less Pure	Fresh Cultured	University of Miami	1/13/2010 8:00:00 AM EST.	1/14/2010 8:00:00 AM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA
20000	94	94	Most Pure	Cultured	University of Miami	1/15/2010 8:00:00 AM EST.	1/16/2010 8:00:00 AM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA

Help Desk Request –The system displays the issues selection in the drop down list – refer to page 46.

The screenshot shows a Microsoft Internet Explorer browser window with the address bar displaying `https://stage.coh.org/iidp-distribution/isletavail/offers.aspx`. A help desk form is overlaid on the page, titled "Help Desk". The form contains the following information:

- Name:** Wayne Moore
- Email:** WMoore@testallocationsystem.com
- Phone:** 816-983-6640
- Issue:** A dropdown menu is open, showing the following options:
 - Display Problems (selected)
 - Log-On/Password Problems
 - Entering and/or Viewing Data
 - Question(s) Interpretation
 - Suggestions and/or Requests
 - Delete Isolation Record(s)
 - Other
- Brief Description:** (Empty text area)
- Submit** button

The background website shows a table titled "Islet Offers (includes all target)". The table has the following columns: Amount Offered, Islet Purity, Viability, B. T., and several columns for offer details. The data rows are as follows:

Amount Offered	Islet Purity	Viability	B. T.											
20000	96	97	M	P										
20000	89	98	Most Pure	Fresh	University of Miami	1/4/2010 12:00:00 PM PST.	1/5/2010 12:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
20000	80	85	Most Pure	Cultured	University of Miami	1/7/2010 3:00:00 PM PST.	1/8/2010 3:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
15000	94	93	Less Pure	Fresh Cultured	University of Miami	1/13/2010 8:00:00 AM EST.	1/14/2010 8:00:00 AM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA
20000	94	94	Most Pure	Cultured	University of Miami	1/15/2010 8:00:00 AM EST.	1/16/2010 8:00:00 AM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA

Help Desk Request – The system displays the help desk request confirmation message. Click on **[X]** to close the confirmation message screen – refer to the next page.

The screenshot shows a Microsoft Internet Explorer browser window displaying a help desk confirmation message. The message text reads: "Your help desk request has been submitted. Our staff member will be getting in touch with you shortly. You may now close this window. Thank you!". A red arrow points to the close button (X) in the message window's title bar. The background shows a table of "Islet Offers" with columns for Amount Offered, Islet Purity, Viability, and various dates and statuses.

Amount Offered	Islet Purity	Viability	B...	T...	Date	Materials	Status	IEQs	Learn More	Complete				
					Returned	Center		Shipped	About Offer	User				
20000	96	97	M...	Pu...			No Response	NA	[Click Here]	NA				
20000	89	98	Most Pure	Fresh	University of Miami	1/4/2010 12:00:00 PM PST.	1/5/2010 12:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
20000	80	85	Most Pure	Cultured	University of Miami	1/7/2010 3:00:00 PM PST.	1/8/2010 3:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
15000	94	93	Less Pure	Fresh Cultured	University of Miami	1/13/2010 8:00:00 AM EST.	1/14/2010 8:00:00 AM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA
20000	94	94	Most Pure	Cultured	University of Miami	1/15/2010 8:00:00 AM EST.	1/16/2010 8:00:00 AM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA

Help Desk Request – The system returns the user to the Islet Offers screen. Click on another menu option as desired to continue in the system or click on **[Log off]** to exit the system.

IIDP Website - Offers - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://stage.coh.org/iidp-distribution/isletavail/offers.aspx> Go Links

Norton Norton Safe Search Search Cards & Log-ins

[User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off] Help Desk

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Islet Offers (includes both targeted and open offers)

There are currently no islet offers available to you.

Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status	IEQs Shipped	Learn More About Offer	Complete User Feedback Form
20000	96	97	Most Pure	Fresh Cultured	University of Miami	1/2/2010 12:00:00 PM EST.	1/4/2010 12:00:00 PM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA
20000	89	98	Most Pure	Fresh	University of Miami	1/4/2010 12:00:00 PM PST.	1/5/2010 12:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
20000	80	85	Most Pure	Cultured	University of Miami	1/7/2010 3:00:00 PM PST.	1/8/2010 3:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
15000	94	93	Less Pure	Fresh Cultured	University of Miami	1/13/2010 8:00:00 AM EST.	1/14/2010 8:00:00 AM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA
20000	94	94	Most Pure	Cultured	University of Miami	1/15/2010 8:00:00 AM EST.	1/16/2010 8:00:00 AM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA

Menu ready for use Internet

7.0 Dates Not Available for Shipping

Dates Not Available for Shipping – Click on [Dates NOT Available for Shipping] icon to display the screen to enter dates when not available – refer to the next page

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status	Islet Shipping Tracking #
	Wayne Moore	Targeted Offer	IIDP	20000	96	97	Most Pure	Fresh Cultured	University of Miami	1/2/2010 12:00:00 PM EST.	1/4/2010 12:00:00 PM EST.	NA	NA	NA	No Response	NA

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-----Training Site-----

Dates Not Available for Shipping – Enter the **[Start Date]** and **[End Date]** for the time when you will not be available to receive islets. Click on **[Add date range]** to submit and add the date range to the system – refer to the next page.

The screenshot shows a Microsoft Internet Explorer browser window titled "IIDP Website - User Custom Dates of Availability". The address bar shows the URL: https://stage.coh.org/iidp-distribution/isletavail/form_user_availability.aspx. The browser's Norton security bar is visible, along with navigation buttons like Back, Forward, and Home. A top navigation menu includes links for [Return to Offers], [User Profile], [User Guide], [Center Contact Info], [Flash Frozen Islet Inventory], and [Log off], along with a Help Desk icon.

The main content area features a form titled "Dates of Unavailability". The form contains the following text: "You will NOT be available to receive islet shipments from: Start Date _____ to End Date _____." Below this text is a table with two columns: "Start Date" and "End Date". Each column has a text input field and a calendar icon to its right. At the bottom of the form are two buttons: "Add date range" and "Return to Offers".

At the bottom of the page, there is a logo for IIDP (Integrated Islet Distribution Program) and the text: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." Below this text is a red dashed line with the text "-----Training Site-----" in red.

The browser's status bar at the bottom shows "Menu ready for use" and "Internet".

Dates Not Available for Shipping – The system displays the date range that has been entered. Click on **[Delete]** to delete a date range from the system. Repeat the process as needed for adding and/or deleting other date ranges of unavailability. Click on **[Return to Offers]** when you have finished the process of adding and/or deleting date ranges – refer to the next page.

The screenshot shows a Microsoft Internet Explorer browser window with the address bar displaying `https://stage.coh.org/iidp-distribution/isletavail/form_user_availability.aspx`. The browser's Norton security bar is visible at the top. The main content area features a blue navigation bar with links: [Return to Offers], [User Profile], [User Guide], [Center Contact Info], [Flash Frozen Islet Inventory], and [Log off], along with a Help Desk icon. The central focus is a form titled "Dates of Unavailability".

The form contains the following text: "You will NOT be available to receive islet shipments from: Start Date _____ to End Date _____." Below this is a table with two columns: "Start Date" and "End Date".

Start Date	End Date
[Delete]	01/18/2010
Start Date	End Date
<input type="text"/>	<input type="text"/>

At the bottom of the form are two buttons: "Add date range" and "Return to Offers".

At the bottom of the page, the IIDP logo is displayed on the left, and the following text is on the right: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." Below this text is a red dashed line with the text "--Training Site--" in red.

Dates Not Available for Shipping – The system returns the user to the Islet Offers screen. Click on another menu option as desired to continue in the system or click on **[Log off]** to exit the system.

IIDP Website - Offers - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://stage.coh.org/iidp-distribution/isletavail/offers.aspx>

[Return to Offers] [User Profile] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off]

Dates NOT Available for Shipping

Islet Offers (includes both targeted and open offers)

There are currently no islet offers available to you.

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status	Islet Shipped
	Wayne Moore	Targeted Offer	IIDP	20000	96	97	Most Pure	Fresh Cultured	University of Miami	1/2/2010 12:00:00 PM EST.	1/4/2010 12:00:00 PM EST.	NA	NA	NA	No Response	NA

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Menu ready for use

8.0 Other Functions

Islet Offer screen – Refer to the notes below and to the next page.

The screenshot shows the 'IIDP Website - Offers' page. The navigation bar includes links for [Return to Offers], [User Profile], [User Guide], [Center Contact Info], [Flash Frozen Islet Inventory], and Log off. A warning icon indicates 'Dates NOT Available for Shipping'. Two red boxes with arrows point to the 'Center Contact Info' and 'Flash Frozen Islet Inventory' links, containing the following notes:

- Note: The [Center Contact Info] link displays a spreadsheet with all of the participating centers in the program and the applicable center contact information.**
- Note: For explanation of the [Flash Frozen Islet Inventory] function, refer to the Flash Frozen Inventory, User's Guide.**

Below the notes is the 'History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)' table:

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Ma
	Michael L. McDaniel	Targeted Offer	CIT	40000	89%	98%	Most Pure	Fresh	University of Miami	1/4/2010 12:00:00 PM PST.	1/5/2010 12:00:00 PM PST.	NA	NA
	Michael L. McDaniel	Targeted Offer	IIDP	40000	Not Documented	Not Documented	Most Pure	Cultured	University of Miami	1/7/2010 5:00:00 PM PST.	1/8/2010 5:00:00 PM PST.	NA	NA
	Michael L. McDaniel	Targeted Offer	IIDP	9000	95%	94%	Most Pure	Fresh Cultured	University of Miami	1/10/2010 10:30:00 PM EST.	1/11/2010 10:30:00 PM EST.	testship999333	test
	Michael L. McDaniel	Targeted Offer	IIDP	10000	94%	95%	Less Pure	Fresh Cultured	University of Miami	1/31/2010 10:00:00 AM EST.	2/1/2010 10:00:00 AM EST.	NA	NA

Islet Offer screen – Refer to the note below.

IIDP Website - Offers

Help Desk

system)

Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status	IEQs Shipped	Learn More About Offer	Complete User Feedback Form
1/5/2010 12:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/8/2010 5:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	
1/11/2010 10:30:00 PM EST.	testship999333	testship3838833		Accepted	5000	[Click Here]	
2/1/2010 10:00:00 AM EST.	NA	NA	NA	No Response	NA	[Click Here]	NA

Done

Internet 100%

Refer to the UFF User Guide for Investigator.



Integrated Islet Distribution Program

User Feedback Form User Guide for Broadcasting Staff

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2.0	Login to the Islet Data Entry System (IDES).....	5
3.0	View Completed User Feedback Form (UFF).....	6

1.0 General Guidelines

1.1. Navigation

The Islet Data Entry System (IDES) has several components available to the users. You can navigate around in the system from the Main Menu (e.g. access the Enter New Isolation data form, View Islet Offers, etc.). The computer mouse or tab button is used to move from items on a screen and to activate the buttons on each screen. Instructions for viewing completed User Feedback Forms (UFFs) are presented in the remaining sections of this User's Guide.

1.2. Screens

1.2.1 Screen Format

All of the User Feedback Form (UFF) data entry screens are designed to be a 'single page' in which the data for each section of the User Feedback Form (UFF) are captured on one screen. You may use the scroll bar to scroll down to the bottom of the screen as needed.

1.2.2 Data Entry Formats

Different formats are used within the User Feedback Form (UFF) to capture the data.

1.2.2.1 Text Boxes

- Data must be typed in
- Used to capture text, dates, and numeric values such as a laboratory value
- Data can either be entered as free text, such as a comment or entered according a designated format, such as dates (mm/dd/yy) or numeric value formats (xxx.xx)

1.2.2.2 Pick Lists

- Also referred to as 'drop down boxes', 'pull-down lists', or 'combo lists'
- Click on the arrow to display the list choices
- Click on the desired option and it will be displayed in the box

1.2.2.3 Check Boxes

- Used when one of several options must be chosen – e.g. Unknown or Not Done
- There are instances when only one check box can be checked in response to the question
- There are instances when multiple check boxes can be checked in response to the question

1.3 System Messages

1.3.1 Consistency Checks/Field Validation Messages

While you enter data, the system performs field validation checks on certain fields (e.g. check formats for dates, times and numeric values and check the acceptable ranges of numeric values) and consistency checks between select fields (e.g. the date and time combination of pancreas recovery must be later than the date and time combination of cross clamp). The system will display a message if your data entry does not pass the validation or consistency checks. You must modify the data to resolve the incorrect data entry. The following are examples of correct data entry formats:

1.3.1.1 Date Field Formats

(mm/dd/yy)

The system will automatically enter the forward slashes (/) as you enter the date.

1.3.1.2 Time Field Formats

(hh:mm)

The system will automatically enter the colon (:) as you enter the time.

1.3.1.3 Date Field Ranges

06/04/2010 (mm/dd/yy)

The system will display a message that the date is out of range and that the latest date that may be entered is the current date.

1.3.1.4 Numeric Field Formats

Percent of Trapped Islets (xxx.xxx)

This is one example of a numeric field format within the Batch Record Data Form.

1.3.1.5 Numeric Field Ranges

Acceptable Numeric Value

Percent of Trapped Islets % (xxx.xxx)

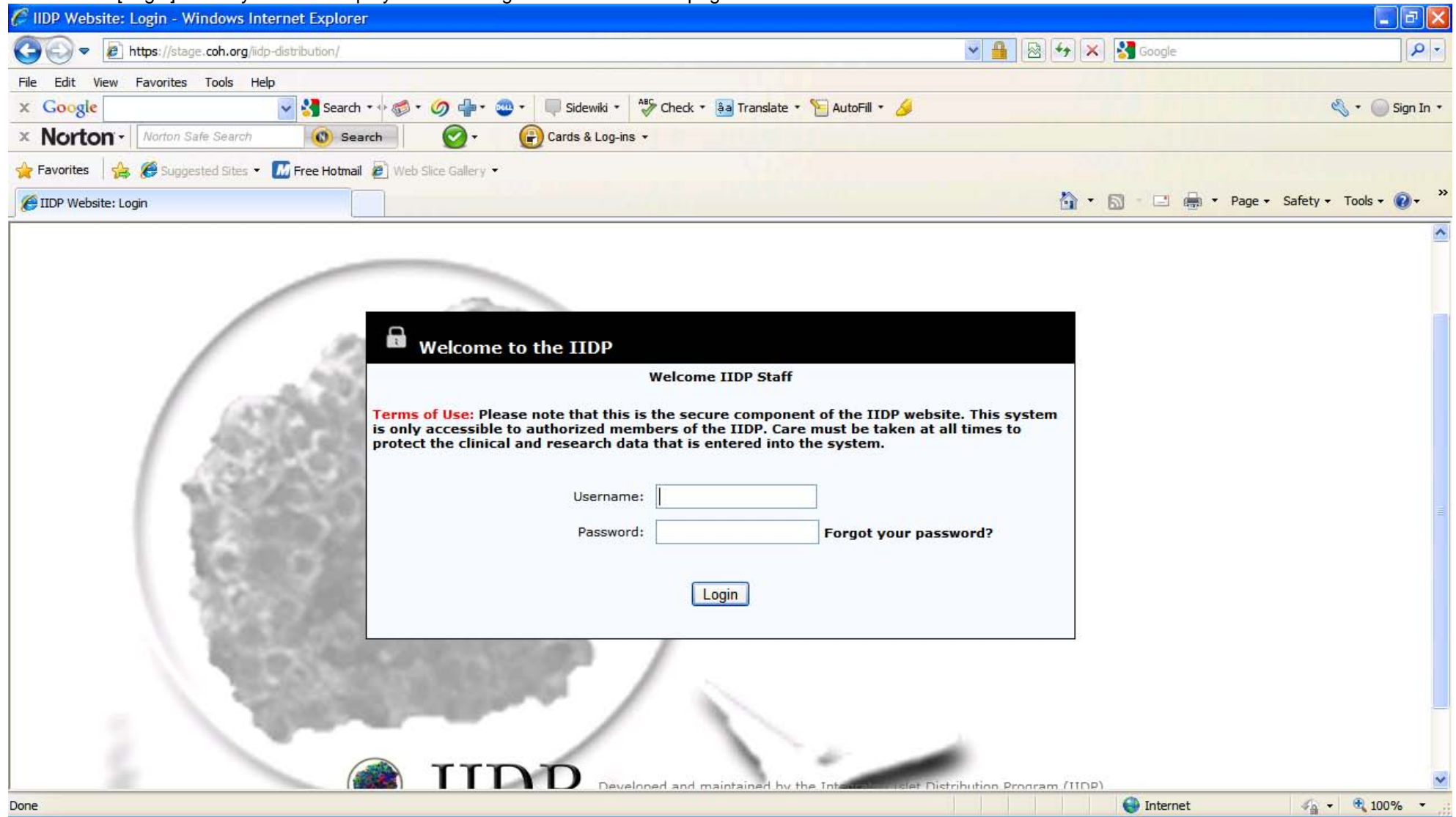
Numeric Value Out of Range

Percent of Trapped Islets % (xxx.xxx)

The system will display a message that the numeric value is out of the acceptable range for those numeric values that are out of range.

2.0 Login to the Islet Data Entry System (IDES)

This is the **Login Screen** to access the Islet Data Entry System (IDES). IIDP will issue each user a Username and Password. Enter your username and password and click on [Login]. The system will display the Main Page – refer to the next page.



3.0 View Completed User Feedback Form (UFF)

Main Page – To view completed user feedback form(s), click on **[View Islet Offer]** under **[Records for All Isolations]** - refer to the next page.

IIDP Website - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://stage.coh.org/iidp-distribution/home.aspx> Go Links >>

Norton Norton Safe Search Search Cards & Log-ins

[IIDP Home] [Log off] Help Desk

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- Edit/View Existing Quick Broadcast
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory

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- User Information
- CHANGE PASSWORD

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Menu ready for use Internet

Islet Offer screen - Click on **[Click Here]** under the **[View User Feedback Form(s)]** column of the designated islet offer to view the completed user feedback form(s) that have been completed for that islet offer – refer to the next page.

The screenshot shows the IIDP Website interface in a Windows Internet Explorer browser. The browser's address bar displays the URL https://stage.coh.org/iidp_new/view_offer.aspx. The page header includes navigation links for [IIDP Home] and [Log off], and a Help Desk icon. The main content area features a table with the following columns:

Institution	UNOS ID#	Source of Islets	Type of Fraction	Date of Broadcast	IEQs Available	# of IIDP Approved Investigators offered islets	# of Investigators that accepted offer	IEQs Accepted	IEQs sent	Send islets to investigators and/or view prioritized islet allocation investigator list	View User Feedback Form(s)
University of Miami	AKJ_TEST3845	IIDP	Most Pure	01/30/2010	20000	2	2	20000	10000	[Click Here]	[Click Here]
University of Miami	AKJ_TEST3845	IIDP	Less Pure	01/30/2010	20000	10	1	10000	0	[Click Here]	[Click Here]
University of Miami	AKJ_TEST3845	IIDP	Less Pure	01/30/2010	10000	20	0	NA	NA	[Click Here]	[Click Here]
University of Miami	M014	IIDP	Most Pure	01/28/2010	100000	30	4	85025	85025	[Click Here]	[Click Here]
University of Miami	M014	IIDP	Less Pure	01/28/2010	25000	20	3	70000	25000	[Click Here]	[Click Here]
University of Miami	M012	IIDP	Most Pure	01/27/2010	25000	20	0	NA	NA	[Click Here]	[Click Here]
University of Miami	M012	IIDP	Most Pure	01/27/2010	65000	3	2	40000	NA	[Click Here]	[Click Here]
University of Miami	M011	IIDP	Most Pure	01/27/2010	89000	30	0	NA	NA	[Click Here]	[Click Here]
University of Miami	M010	CIT	Least Pure	01/18/2010	65000	25	2	24000	24000	[Click Here]	[Click Here]

The 'View User Feedback Form(s)' column is highlighted with a red box in the original image. The browser's status bar at the bottom shows 'Done' and 'Internet'.

View User Feedback Form screen – If no User Feedback Form(s) (UFF(s)) has/have been submitted for an offer, this is what will be displayed. Refer to the next page for submitted UFF(s).

The screenshot shows a Windows Internet Explorer browser window displaying the IIDP website. The address bar shows the URL: https://stage.coh.org/iidp_new/view_feedback.aspx?&df=1601&unos_id=M008&batch=1&s=3&mode=1. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The toolbar contains various icons for search, share, and other functions. The page content includes a navigation bar with links for [IIDP Home] and [Log off], and a Help Desk icon. Below this is a table header with the following columns: **User Feedback Form**, **PI Name**, **Institution**, **Date Submitted**, **Status - Part I**, and **Status - Part II**. A button labeled "Return to offer list" is centered on the page. At the bottom, the IIDP logo is displayed, along with the text: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." and a red dashed line with the text "Training Site".

View User Feedback Form screen - User feedback form(s) (UFF) that have been completed for the designated islet offer – Click on **[View]** of the designated UFF to view the completed UFF - refer to the next page.

The screenshot shows a web browser window displaying the IIDP Website. The browser's address bar shows the URL: https://stage.coh.org/iidp_new/view_feedback.aspx?&df=1622&unos_id=AKJ_TEST3845&batch=1&s=3&mode=1. The page title is "IIDP Website - View All User Feedback Forms".

The main content area features a table with the following data:

User Feedback Form	PI Name	Institution	Date Submitted	Status - Part I	Status - Part II
[Part I] [Part II] [View]	Francis S. Collins	University of Miami	02/01/2010	Submitted	Submitted

Below the table, there is a "Return to offer list" button. At the bottom of the page, the IIDP logo is displayed, along with the text: "IIDP Integrated Islet Distribution Program. Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." A red dashed line with the text "Training Site" is positioned below the IIDP text.

Note: Part I and Part II are only accessible for the IIDP Staff.

Completed UFF – Screenshot 1 of 4 – Use the scroll bar on the right hand side to view the entire form.

The screenshot shows a Windows Internet Explorer browser window displaying the 'Admin View User Feedback Form' at the URL https://stage.coh.org/iidp_new/admin_view_user_feedback.aspx?&fb=6. The browser interface includes the address bar, menu bar (File, Edit, View, Favorites, Tools, Help), search bars (Google, Norton), and a taskbar with several open tabs. The main content area displays the 'User Feedback Form' with the following sections and data:

User Feedback Form

[IIDP Home] [Log off]

Recipient Information

1. UNOS ID:	AKJ_TEST3845
2. Today's date:	02/01/2010
3. Title of project:	test
4. Principal Investigator:	Francis S. Collins
5. Date tissue received:	01/31/2010
6. Shipment received from (Name of center):	University of Miami

Islet Assessment (evaluated by recipient)

Condition of Shipment

1. Select if the islets were shipped to you or if you picked up the islets directly:	Shipped
2. Were the islets packed in a cardboard covered styrofoam box?	Yes
2.1 If NO, specify the type of packaging used:	
3. Temperature indicator activation status:	Activated low temperature (Red)
4. Select the type of vessel the islets were shipped in and enter the volume of the vessel:	Permalife PL 120 bag 125 mLs
4.1 If OTHER, specify what type of vessel used:	

The red arrow points to the vertical scrollbar on the right side of the form, indicating that the form content extends beyond the visible area.

Completed UFF (continued) – Screenshot 2 of 4 – Use the scroll bar on the right hand side to view the entire form.

The screenshot shows a Windows Internet Explorer browser window displaying a web form titled "Admin View User Feedback Form". The address bar shows the URL: https://stage.coh.org/iidp_new/admin_view_user_feedback.aspx?&fb=6. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The toolbar contains various icons for search, share, and other functions. The form content is as follows:

5. Were ambient temperature gel packs used?

5.1 If NO, enter the type of temperature control devices used (enter 'NONE' if nothing was included):

5.2 If YES, continue with the questions below:

5.2.1 Were the islets packed with six(6) gel packs?

5.2.1.1 If NO, specify number of gel packs used:

5.2.2 Record the number of gel packs next to their condition upon arrival:

5.2.2.1 Hard

5.2.2.2 Soft

5.2.2.3 Slushy

5.2.2.4 Liquid

6. Were the islets packed with absorbent material?

6.1 If NO, specify what packing material was used:

Condition of Islets (evaluation by recipient)

1. Select your perceived quality of the islets at the time of arrival - general (select one):

1.2.1.1 If FAIR, POOR, or OTHER, specify reason:

2. Were the islets used in experiments?

2.1 If NO, specify the reason:

The browser's status bar at the bottom shows "Done" and "Internet" with a 100% zoom level.

Completed UFF (continued) – Screenshot 3 of 4 – Use the scroll bar on the right hand side to view the entire form.

Admin View User Feedback Form - Windows Internet Explorer

https://stage.coh.org/iddp_new/admin_view_user_feedback.aspx?&fb=6

File Edit View Favorites Tools Help

Google Search Share Sidewiki Check Translate AutoFill ak.jac...

Norton Norton Safe Search Search Cards & Log-ins

Favorites ANIA-CARING - Nursing Inf... 630 WMAL Stimulating Talk ... 630 WMAL Stimulating Talk ... Suggested Sites Free Hotmail Web Slice Gallery

Admin View User Feedback Form

2.2 If YES, were the experiments successful?

2.2.1 If not, can you attribute the lack of success to the quality of the islets from this shipment?

2.3 After using the islets in your experiments, select your perceived quality of the islets:

2.3.1 If FAIR, POOR, or OTHER, specify reason:

2.4 Please provide as much detail as you feel necessary to describe the success of your experiments and/or the quality of the islets from this shipment:

3. Was morphology and/or functional integrity assessed after shipment?

3.1 If YES, identify tests used in evaluation and the results of these tests:

Test Type	Test Name	Test Results
Morphology	test A	test A results

4. Was an islet count performed after the shipment was received?

4.1 If YES, provide the following information:

4.1.1 Islet Count - IEQs:

4.1.2 Was the counter trained to count Human IEQs?

4.1.2.1 What specific counting method was used in your training?

4.1.3 How long were the islets incubated before counting? Hours

Done Internet 100%

Completed UFF (continued) – Screenshot 4 of 4 – Use the scroll bar on the right hand side to view the entire form.

Admin View User Feedback Form - Windows Internet Explorer

https://stage.coh.org/iidp_new/admin_view_user_feedback.aspx?&fb=6

File Edit View Favorites Tools Help

Google Search Norton Safe Search

Admin View User Feedback Form

5. Purity (evaluated by recipient laboratory): 95 % Assessment not performed

5.1 Purity assessment method(s): test

6. Viability (evaluated by recipient laboratory): 95 % Assessment not performed

6.1 Viability assessment method(s): test

7. Did the last shipment meet your expectations? Yes

7.1 If NO, define the problem encountered:

8. Additional comments: testing

Person Completing the Form

1. Name: Amy K. Jacobs

2. Telephone Number: 555-555-3333

Print CLOSE

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Done Internet 100%

Click on **[Print]** to print the UFF OR click on **[Close]** to close the UFF and return to the **View User Feedback Form screen** – refer to the next page.

View User Feedback Form screen – Click on **[View]** to view another completed UFF OR click on **[Return to offer list]** to return to the **View Islet Offer screen** – refer to the next page OR click on **[IIDP Home]** to perform other actions OR click on **[Log off]** to log out of IDES.

IIDP Website - View All User Feedback Forms - Windows Internet Explorer

https://stage.coh.org/iidp_new/view_feedback.aspx?&df=1622&unos_id=AKJ_TEST3845&batch=1&s=3&mode=1

File Edit View Favorites Tools Help

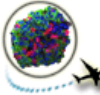
Google Search Norton Safe Search Cards & Log-ins

IIDP Website - View All User Feedback Forms

[IIDP Home] [Log off] Help Desk

User Feedback Form	PI Name	Institution	Date Submitted	Status - Part I	Status - Part II
[Part I] [Part II] [View]	Francis S. Collins	University of Miami	02/01/2010	Submitted	Submitted

Return to offer list


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Internet 100%

Islet Offer screen - Click on **[Click Here]** under the **[View User Feedback Form(s)]** column of the designated islet offer to view another completed UFF and repeat the process OR click on **[IIDP Home]** to perform other actions – refer to the next page OR click on **[Log off]** to log out of IDES.

The screenshot shows the IIDP Website interface in Internet Explorer. The browser address bar displays https://stage.coh.org/iidp_new/view_offer.aspx. The page header includes navigation links for [\[IIDP Home \]](#) and [\[Log off \]](#), along with a [Help Desk](#) icon. The main content area features a table with the following columns:

Institution	UNOS ID#	Source of Islets	Type of Fraction	Date of Broadcast	IEQs Available	# of IIDP Approved Investigators offered islets	# of Investigators that accepted offer	IEQs Accepted	IEQs sent	Send islets to investigators and/or view prioritized islet allocation investigator list	View User Feedback Form(s)
University of Miami	AKJ_TEST3845	IIDP	Most Pure	01/30/2010	20000	2	2	20000	10000	[Click Here]	[Click Here]
University of Miami	AKJ_TEST3845	IIDP	Less Pure	01/30/2010	20000	10	1	10000	0	[Click Here]	[Click Here]
University of Miami	AKJ_TEST3845	IIDP	Less Pure	01/30/2010	10000	20	0	NA	NA	[Click Here]	[Click Here]
University of Miami	M014	IIDP	Most Pure	01/28/2010	100000	30	4	85025	85025	[Click Here]	[Click Here]
University of Miami	M014	IIDP	Less Pure	01/28/2010	25000	20	3	70000	25000	[Click Here]	[Click Here]
University of Miami	M012	IIDP	Most Pure	01/27/2010	25000	20	0	NA	NA	[Click Here]	[Click Here]
University of Miami	M012	IIDP	Most Pure	01/27/2010	65000	3	2	40000	NA	[Click Here]	[Click Here]
University of Miami	M011	IIDP	Most Pure	01/27/2010	89000	30	0	NA	NA	[Click Here]	[Click Here]
University of Miami	M010	CIT	Least Pure	01/18/2010	65000	25	2	24000	24000	[Click Here]	[Click Here]

The 'View User Feedback Form(s)' column is highlighted with a red box in the original image. The browser status bar at the bottom shows 'Done' and 'Internet'.

Main Page – Click on another action as applicable OR click on **[Log off]** to log out of IDES.

To navigate through the system, select from the options in the above blue panel by "clicking" directly on the desired choice. To report problems or questions by email, click on "Help Desk"

Records for All Isolations

- Enter a New Distribution Record
- Edit/View Existing Quick Broadcast
- Edit/View Existing Distribution Record
- View Islet Offer
- Confirm Authorized Data Entry Staff Contact Information
- Download Islet Notify System
- Previously Broadcasted Isolations and Flash Frozen Islet Inventory

Documentation

- Standard Operating Procedures (SOPs)

User Profile

- User Information
- CHANGE PASSWORD

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Integrated Islet Distribution Program

Electronic User Feedback Form User Guide for Investigator

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1.0 General Guidelines

1.1. Navigation

The Principal Investigator (PI) section of the Islet Data Entry System (IDES) has several components available to the users. You can navigate around in the system from the Islet Offer Screen (e.g. access the User Feedback Form (UFF)). The computer mouse or tab button is used to move from items on a screen and to activate the buttons on each screen. Instructions for completing each section of Part I and Part II of the User Feedback Form (UFF) are presented in the remaining sections of this User's Guide.

1.2. Screens

1.2.1 Screen Format

All of the User Feedback Form (UFF) data entry screens are designed to be a 'single page' in which the data for each section of the User Feedback Form (UFF) are captured on one screen. You may use the scroll bar to scroll down to the bottom of the screen as needed.

1.2.2 Data Entry Formats

Different formats are used within the User Feedback Form (UFF) to capture the data.

1.2.2.1 Text Boxes

- Data must be typed in
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1.2.2.2 Pick Lists

- Also referred to as 'drop down boxes', 'pull-down lists', or 'combo lists'
- Click on the arrow to display the list choices
- Click on the desired option and it will be displayed in the box

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- Used when one of several options must be chosen – e.g. Unknown or Not Done
- There are instances when only one check box can be checked in response to the question
- There are instances when multiple check boxes can be checked in response to the question

1.3 System Messages

1.3.1 Consistency Checks/Field Validation Messages

While you enter data, the system performs field validation checks on certain fields (e.g. check formats for dates, times and numeric values and check the acceptable ranges of numeric values) and consistency checks between select fields (e.g. the date and time combination of pancreas recovery must be later than the date and time combination of cross clamp). The system will display a message if your data entry does not pass the validation or consistency checks. You must modify the data to resolve the incorrect data entry. The following are examples of correct data entry formats:

1.3.1.1 Date Field Formats

(mm/dd/yy)

The system will automatically enter the forward slashes (/) as you enter the date.

1.3.1.2 Time Field Formats

(hh:mm)

The system will automatically enter the colon (:) as you enter the time.

1.3.1.3 Date Field Ranges

06/04/2010 (mm/dd/yy)

The system will display a message that the date is out of range and that the latest date that may be entered is the current date.

1.3.1.4 Numeric Field Formats

Percent of Trapped Islets (xxx.xxx)

This is one example of a numeric field format within the Batch Record Data Form.

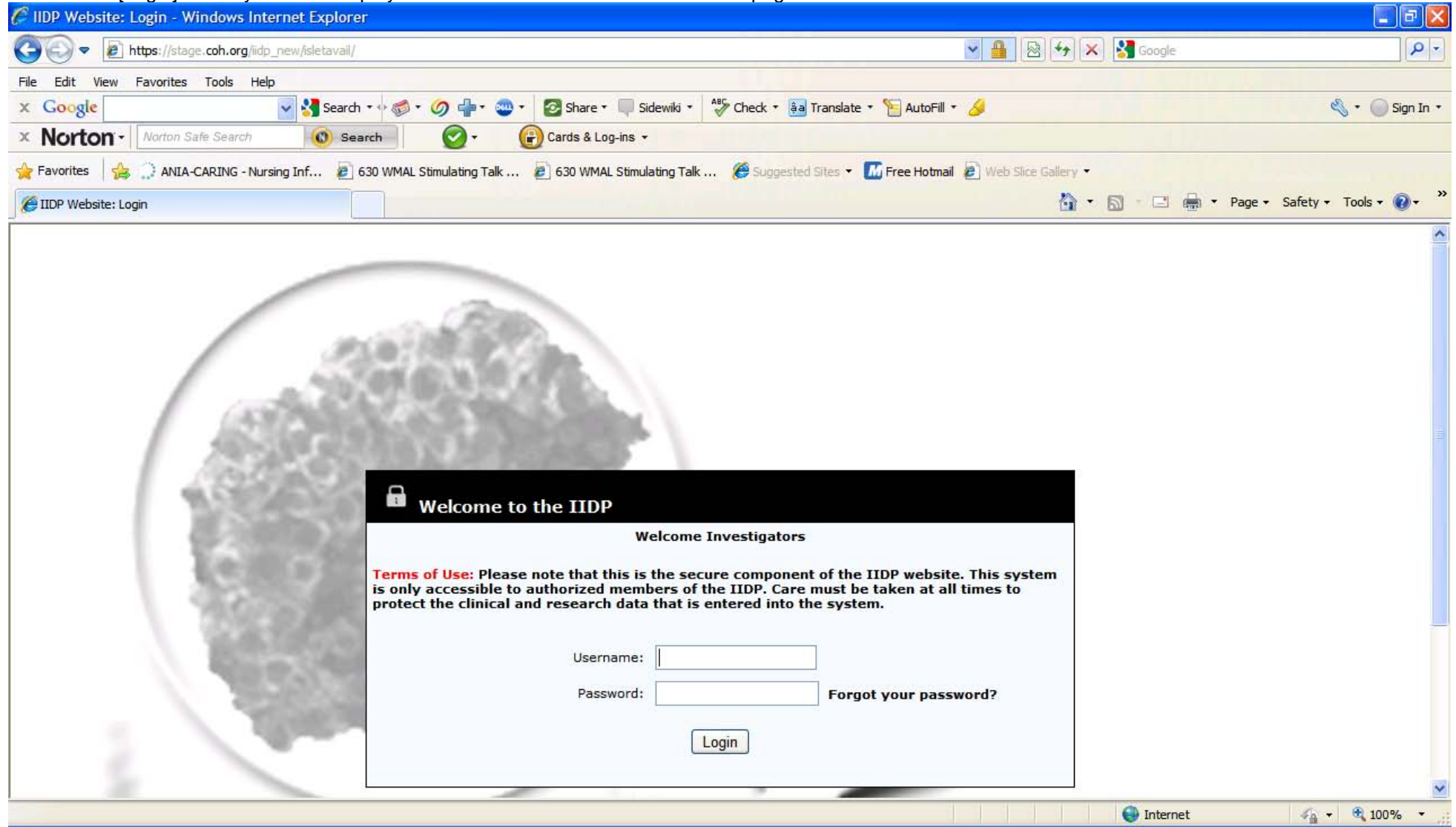
1.3.1.5 Numeric Field Ranges

Acceptable Numeric Value	Percent of Trapped Islets	75.34	% (xxx.xxx)
Numeric Value Out of Range	Percent of Trapped Islets	110.93	% (xxx.xxx)

The system will display a message that the numeric value is out of the acceptable range for those numeric values that are out of range.

2.0 Login to the Islet Data Entry System (IDES)

This is the **Login Screen** to access the Islet Data Entry System (IDES). IIDP will issue each user a Username and Password. Enter your username and password and click on [Login]. The system will display the Islet Offer screen – refer to the next page.



Islet Offers screen – The system displays the Islet Offers screen. Refer to the next sections regarding completing Part I and Part II of the User Feedback Form (UFF) and viewing completed UFFs.

[Return to Offers] [User Profile] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off] Help Desk

Dates NOT Available for Shipping

Islet Offers (includes both targeted and open offers)

There are currently no islet offers available to you.

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Mater
	Nathan Goodman	Targeted Offer	CIT	20025	89%	98%	Most Pure	Fresh	University of Miami	1/4/2010 12:00:00 PM PST.	1/5/2010 12:00:00 PM PST.	NA	NA
	Nathan Goodman	Targeted Offer	IIDP	20025	89%	98%	Most Pure	Cultured	University of Miami	1/6/2010 5:00:00 PM CST.	1/7/2010 5:00:00 PM CST.	NA	NA
	Nathan Goodman	Targeted Offer	IIDP	20025	80%	85%	Most Pure	Cultured	University of Miami	1/7/2010 3:00:00 PM PST.	1/8/2010 3:00:00 PM PST.	NA	NA
	Nathan Goodman	Open Offer	IIDP	20025	100%	100%	Most Pure	Fresh Cultured	University of Miami	1/28/2010 12:00:00 PM PST.	1/29/2010 12:00:00 PM PST.	test	test

3.0 Complete Part I of the User Feedback Form (UFF)

Islet Offers screen – Under the History of Islet Offers, select the designated Islet Offer to complete the User Feedback Form (UFF). There are two parts of the UFF. Complete Part I and then Part II can be completed. There is also the option to [View] completed UFFs. Refer to the next page to view where to access the UFF.

The screenshot shows the 'IIDP Website - Offers' page. At the top, there is a navigation bar with links: [Return to Offers], [User Profile], [User Guide], [Center Contact Info], [Flash Frozen Islet Inventory], and [Log off]. A 'Help Desk' icon is also present. Below the navigation bar, a red warning icon indicates 'Dates NOT Available for Shipping'. The main heading is 'Islet Offers (includes both targeted and open offers)' with a red message: 'There are currently no islet offers available to you.' Below this is a section titled 'History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)'. This section contains a table with the following data:

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Material
	Nathan Goodman	Targeted Offer	CIT	20025	89%	98%	Most Pure	Fresh	University of Miami	1/4/2010 12:00:00 PM PST.	1/5/2010 12:00:00 PM PST.	NA	NA
	Nathan Goodman	Targeted Offer	IIDP	20025	89%	98%	Most Pure	Cultured	University of Miami	1/6/2010 5:00:00 PM CST.	1/7/2010 5:00:00 PM CST.	NA	NA
	Nathan Goodman	Targeted Offer	IIDP	20025	80%	85%	Most Pure	Cultured	University of Miami	1/7/2010 3:00:00 PM PST.	1/8/2010 3:00:00 PM PST.	NA	NA
	Nathan Goodman	Open Offer	IIDP	20025	100%	100%	Most Pure	Fresh Cultured	University of Miami	1/28/2010 12:00:00 PM PST.	1/29/2010 12:00:00 PM PST.	test	test

Islet Offer screen (continued) – Under the column **[Complete User Feedback Form]**, click on **[Part I]** to complete Part I of the UFF – refer to the next page. Until Part I has been completed and submitted, the links for **[Part II]** and **[View]** will be nonfunctional ('grayed' out).

The screenshot shows a Windows Internet Explorer browser window with the address bar displaying `https://stage.coh.org/iidp_new/isletavail/offers.aspx`. The browser's address bar, menu bar, and toolbar are visible. The main content area shows a table with the following data:

Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status	IEQs Shipped	Learn More About Offer	Complete User Feedback Form
1/5/2010 12:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/7/2010 5:00:00 PM CST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/8/2010 3:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/29/2010 12:00:00 PM PST.	test	test		Accepted Open Offer	20025	[Click Here]	[Part I] [Part II]

A red arrow originates from the text above and points to the **[Part I]** link in the last row of the table.

Part I of the User Feedback Form – Screenshot 1 of 4 of Part I of the UFF – Complete the data fields of the form. All data fields are required except for the 'Comments' data field at the end of the form and the conditional fields of 'If NO,.....' or 'If YES,.....' Refer to screenshots 2, 3, and 4 on the following pages. Use the scroll bar on the right hand side to navigate through the form.

IIDP User Feedback Form

Recipient Information

1. UNOS ID: M014

2. Today's date: 02/08/2010

3. Title of project:

4. Principal Investigator: Nathan Goodman

5. Date tissue received:

6. Shipment received from (Name of Center): University of Miami

Islet Assessment (evaluated by recipient)

Condition of Shipment

1. Select if the islets were shipped to you or if you picked up the islets directly: Shipped

2. Were the islets packed in a cardboard covered styrofoam box?

2.1 If NO, specify the type of packaging used:

3. Temperature indicator activation status:

4. Select the type of vessel the islets were shipped in and enter the volume of the vessel:

4.1 If OTHER, specify what type of vessel used:

Part I of the User Feedback Form – Screenshot 2 of 4 of Part I of the UFF – refer to the next page.

IIDP Website - User Feedback Form - Part I - Windows Internet Explorer

https://stage.coh.org/iidp_new/isletavail/user_feedback_P1.aspx?&df=1621&runid=99&batch=1&unos_id=M014&fb=&entry=1&PI_ID=164&Inst=1058

File Edit View Favorites Tools Help

Google Search Norton Safe Search

IIDP Website - User Feedback Form - Part I

5. Were ambient temperature gel packs used?

5.1 If NO, enter the type of temperature control devices used (enter 'NONE' if nothing was included):

5.2 If YES, continue with the questions below:

5.2.1 Were the islets packed with six(6) gel packs?

5.2.1.1 If NO, specify number of gel packs used:

5.2.2 Record the number of gel packs next to their condition upon arrival:

5.2.2.1 Hard

5.2.2.2 Soft

5.2.2.3 Slushy

5.2.2.4 Liquid

6. Were the islets packed with absorbent material?

6.1 If NO, specify what packing material was used:

Condition of Islets (evaluation by recipient)

1. Select your perceived quality of the islets at the time of arrival - general (select one):

1.2.1.1 If FAIR, POOR, or OTHER, specify reason:

2. Were the islets used in experiments?

2.1 If NO, specify the reason:

Done Internet 100%

Note: Required data fields are pink and conditional data fields that are not required to be completed are nonfunctional ('grayed out').

Part I of the User Feedback Form – Screenshot 3 of 4 of Part I of the UFF – refer to the next page.

IIDP Website - User Feedback Form - Part I - Windows Internet Explorer

https://stage.coh.org/iidp_new/isletavail/user_feedback_P1.aspx?&df=1621&runid=99&batch=1&unos_id=M014&fb=&entry=1&PI_ID=164&Inst=1058

File Edit View Favorites Tools Help

Google Search Norton Safe Search Cards & Log-ins

IIDP Website - User Feedback Form - Part I

4. Was an islet count performed after the shipment was received?

4.1 If YES, provide the following information:

4.1.1 Islet Count - IEQs:

4.1.2 Was the counter trained to count Human IEQs?

4.1.2.1 What specific counting method was used in your training?

4.1.3 How long were the islets incubated before counting? Hours

5. Purity (evaluated by recipient laboratory): % Assessment not performed

5.1 Purity assessment method(s):

6. Viability (evaluated by recipient laboratory): % Assessment not performed

6.1 Viability assessment method(s):

7. Did the last shipment meet your expectations?

7.1 If NO, define the problem encountered:

8. Additional comments:

Person Completing the Form

1. Name:

2. Telephone Number:

Done Internet 100%

Part I of the User Feedback Form – Screenshot 4 of 4 of Part I of the UFF.

IIDP Website - User Feedback Form - Part I - Windows Internet Explorer

https://stage.coh.org/iidp_new/isletavail/user_feedback_P1.aspx?&df=1621&runid=99&batch=1&unos_id=M014&fb=&entry=1&PI_ID=164&inst=1058

File Edit View Favorites Tools Help

Google Search Share Sidewiki Check Translate AutoFill ak.jac...

Norton Norton Safe Search Search Cards & Log-ins

Favorites ANIA-CARING - Nursing Inf... 630 WMAL Stimulating Talk ... 630 WMAL Stimulating Talk ... Suggested Sites Free Hotmail Web Slice Gallery

IIDP Website - User Feedback Form - Part I

6. Viability (evaluated by recipient laboratory):
6.1 Viability assessment method(s):
7. Did the last shipment meet your expectations?
7.1 If NO, define the problem encountered:
8. Additional comments:

Person Completing the Form

1. Name:
2. Telephone Number:

Print Save Save and Submit

IIDP Integrated Islet Distribution Program

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-----Training Site-----

Click on **[Save]** to save Part I of the UFF and complete at a later time - refer to the confirmation message on the next page OR click on **[Save and Submit]** to save and submit the completed Part I of the UFF - refer to the confirmation message on page 14.

Confirmation message - Part I of the UFF has been saved in the system and is incomplete. Click on **[Close]** to return to the **Islet Offers** screen – refer to page 7.

The screenshot shows a Windows Internet Explorer browser window. The address bar displays the URL: https://stage.coh.org/iidp_new/isletavail/user_feedback_P1.aspx?df=1596&runid=1&batch=1&unos_id=JEN555&fb=7&entry=1&PI_ID=180&Inst=1051. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The toolbar contains various icons for search, share, and navigation. The page title is "IIDP Website - User Feedback Form - Part I".

A central message box titled "Save User Feedback Form" contains the following text:

The User Feedback Form has been saved in the system but has not been submitted. Return to the PI Islet Offer History screen and click on [Part I] or [Part II] of the designated islet offer to complete and/or submit the form. Please contact iidp-email@coh.org if you have any questions or concerns.

A "CLOSE" button is located below the message text.

At the bottom of the page, the IIDP logo is displayed, consisting of a globe icon and the text "IIDP Integrated Islet Distribution Program". To the right of the logo, the text reads: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." Below this text is a red dashed line with the text "-----Training Site-----" centered underneath.

The browser's status bar at the bottom shows "Done" on the left and "Internet" with a zoom level of "100%" on the right.

Confirmation message - Part I of the UFF has been saved and submitted in the system. Click on **[Close]** to return to the **[Islet Offers]** screen – refer to page 7.

The screenshot shows a Windows Internet Explorer browser window. The address bar displays the URL: https://stage.coh.org/iidp_new/isletavail/user_feedback_P1.aspx?df=1621&runid=99&batch=1&unos_id=M014&fb=8&entry=1&PI_ID=164&Inst=105&p. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The toolbar contains various icons for search, share, and navigation. The page content features a blue header bar with the text "IIDP Website - User Feedback Form - Part I". Below this is a white box with a black border titled "Confirmation Message". The message text reads: "Thank you for submitting Part I of the User Feedback Form. You will now be eligible to receive additional islet shipments if the shipping materials have also been returned to the center. Once the morphology/integrity test results are available, please complete Part II of the User Feedback Form. Please contact iidp-email@coh.org if you have any questions or concerns." Below the text is a "CLOSE" button. At the bottom of the page, there is a logo for IIDP (Integrated Islet Distribution Program) and text stating: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." Below this text is a red dashed line with the text "-----Training Site-----" in red. The browser's status bar at the bottom shows "Done" and "Internet" with a 100% zoom level.

4.0 Complete Part II of the User Feedback Form (UFF)

Islet Offer screen – Completing Part II of the UFF instructions are outlined – refer to the next page.

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Mater
	Nathan Goodman	Targeted Offer	CIT	20025	89%	98%	Most Pure	Fresh	University of Miami	1/4/2010 12:00:00 PM PST.	1/5/2010 12:00:00 PM PST.	NA	NA
	Nathan Goodman	Targeted Offer	IIDP	20025	89%	98%	Most Pure	Cultured	University of Miami	1/6/2010 5:00:00 PM CST.	1/7/2010 5:00:00 PM CST.	NA	NA
	Nathan Goodman	Targeted Offer	IIDP	20025	80%	85%	Most Pure	Cultured	University of Miami	1/7/2010 3:00:00 PM PST.	1/8/2010 3:00:00 PM PST.	NA	NA
	Nathan Goodman	Open Offer	IIDP	20025	100%	100%	Most Pure	Fresh Cultured	University of Miami	1/28/2010 12:00:00 PM PST.	1/29/2010 12:00:00 PM PST.	test	test

Islet Offer screen (continued) – Click on **[Part II]** to complete Part II of the UFF – refer to the next page.

The screenshot shows a Windows Internet Explorer browser window with the address bar displaying https://stage.coh.org/iidp_new/isletavail/offers.aspx. The page title is "IIDP Website - Offers". Below the browser interface, there is a "Help Desk" button and a table of offers.

Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status	IEQs Shipped	Learn More About Offer	Complete User Feedback Form
1/5/2010 12:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/7/2010 5:00:00 PM CST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/8/2010 3:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/29/2010 12:00:00 PM PST.	test	test		Accepted Open Offer	20025	[Click Here]	[Part I] [Part II] [View]

The address bar at the bottom shows the URL https://stage.coh.org/iidp_new/isletavail/user_feedback_P2.aspx?&fb=8. The browser status bar indicates "Internet" and "100%" zoom.

Part II of the UFF – Part I data fields are 'read only' – refer to the next page.

The screenshot shows a Windows Internet Explorer browser window displaying the IIDP Website - User Feedback Form - Part II. The browser's address bar shows the URL: https://stage.coh.org/iidp_new/isletavail/user_feedback_P2.aspx?&fb=8. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The toolbar contains various icons for search, share, and other functions. The browser's address bar shows the current page: IIDP Website - User Feedback Form - Part II.

The form content is as follows:

User Feedback Form

[Return to Offers] [User Profile] [User Guide] [Center Contact Info] [Flash Frozen Islet Inventory] [Log off]

Recipient Information

1. UNOS ID:	M014
2. Today's date:	02/08/2010
3. Title of project:	test QA
4. Principal Investigator:	Nathan Goodman
5. Date tissue received:	02/01/2010
6. Shipment received from (Name of center):	University of Miami

Islet Assessment (evaluated by recipient)

Condition of Shipment

1. Select if the islets were shipped to you or if you picked up the islets directly:	Shipped
2. Were the islets packed in a cardboard covered styrofoam box?	Yes
2.1 If NO, specify the type of packaging used:	
3. Temperature indicator activation status:	Inactivated (No color)
4. Select the type of vessel the islets were shipped in and enter the volume of the vessel:	Lifecell 300 ml t 310 mLs
4.1 If OTHER, specify what type of vessel used:	

Part II of the UFF – Part I data fields are 'read only'. Part II required data fields are in pink – refer to the next page.

IIDP Website - User Feedback Form - Part II - Windows Internet Explorer

https://stage.coh.org/iidp_new/isletavail/user_feedback_P2.aspx?&fb=8

File Edit View Favorites Tools Help

Google Search Norton Safe Search

IIDP Website - User Feedback Form - Part II

5. Were ambient temperature gel packs used? Yes

5.1 If NO, enter the type of temperature control devices used (enter 'NONE' if nothing was included):

5.2 If YES, continue with the questions below:

5.2.1 Were the islets packed with six(6) gel packs? Yes

5.2.1.1 If NO, specify number of gel packs used:

5.2.2 Record the number of gel packs next to their condition upon arrival:

5.2.2.1 Hard 2

5.2.2.2 Soft 2

5.2.2.3 Slushy 1

5.2.2.4 Liquid 1

6. Were the islets packed with absorbent material? Yes

6.1 If NO, specify what packing material was used:

Condition of Islets (evaluation by recipient)

1. Select your perceived quality of the islets at the time of arrival - general (select one): Excellent

1.2.1.1 If FAIR, POOR, or OTHER, specify reason:

Part II

2. Were the islets used in experiments? Yes

Done Internet 100%

Part II of the UFF – Part II required data fields are in pink and conditional data fields are nonfunctional ('grayed out'). If 'Yes' is selected for Question 3 of Part II, then Question 3.1 will become functional. Then click on **[Add integrity test]** to add an integrity test. Repeat the process as needed for each integrity test – refer to the next page.

Part II

2. Were the islets used in experiments? Yes ▾

2.1 If NO, specify the reason:

2.2 If YES, were the experiments successful? ▾

2.2.1 If not, can you attribute the lack of success to the quality of the islets from this shipment? ▾

2.3 After using the islets in your experiments, select your perceived quality of the islets: ▾

2.3.1 If FAIR, POOR, or OTHER, specify reason:

2.4 Please provide as much detail as you feel necessary to describe the success of your experiments and/or the quality of the islets from this shipment:

3. Was morphology and/or functional integrity assessed after shipment? ▾

3.1 If YES, identify tests used in evaluation and the results of these tests:

Integrity Tests Performed			
Delete	Test Type	Test Name	Test Results
	Test Type	Test Name	Test Results
	Morphology ▾	<input type="text"/>	<input type="text"/>

Part II of the UFF – Refer to Questions 3 and 3.1 - click on **[Add integrity test]** to add an integrity test. Repeat the process as needed for each integrity test – refer to the next page.

IIDP Website - User Feedback Form - Part II

2. Were the islets used in experiments? Yes

2.1 If NO, specify the reason:

2.2 If YES, were the experiments successful? Yes

2.2.1 If not, can you attribute the lack of success to the quality of the islets from this shipment?

2.3 After using the islets in your experiments, select your perceived quality of the islets: Excellent

2.3.1 If FAIR, POOR, or OTHER, specify reason:

2.4 Please provide as much detail as you feel necessary to describe the success of your experiments and/or the quality of the islets from this shipment:

3. Was morphology and/or functional integrity assessed after shipment? Yes

3.1 If YES, identify tests used in evaluation and the results of these tests:

Integrity Tests Performed			
Delete	Test Type	Test Name	Test Results
<input type="button" value="Delete"/>	Functionality	test a	test a results
	Test Type	Test Name	Test Results
	Functionality	test a	test a results

Part II of the UFF – Refer to Questions 3 and 3.1 – Click on **[Delete]** of an integrity test if an integrity test that was entered needs to be deleted. Repeat the **[Add integrity test]** process to add additional integrity test(s) - refer to the next page.

2. Were the islets used in experiments? Yes

2.1 If NO, specify the reason:

2.2 If YES, were the experiments successful? Yes

2.2.1 If not, can you attribute the lack of success to the quality of the islets from this shipment?

2.3 After using the islets in your experiments, select your perceived quality of the islets: Excellent

2.3.1 If FAIR, POOR, or OTHER, specify reason:

2.4 Please provide as much detail as you feel necessary to describe the success of your experiments and/or the quality of the islets from this shipment: test

3. Was morphology and/or functional integrity assessed after shipment? Yes

3.1 If YES, identify tests used in evaluation and the results of these tests:

Integrity Tests Performed			
Delete	Test Type	Test Name	Test Results
Delete	Functionality	test a	test a results
	Test Type	Test Name	Test Results
	Functionality	test a	test a results

Add integrity test

Part II of the UFF – Proceed through Part I questions that are ‘read only’ - refer to the next page.

IIDP Website - User Feedback Form - Part II - Windows Internet Explorer

https://stage.coh.org/iidp_new/isletavail/user_feedback_P2.aspx?fb=8

File Edit View Favorites Tools Help

Google Search Norton Safe Search

IIDP Website - User Feedback Form - Part II

4. Was an islet count performed after the shipment was received?

4.1 If YES, provide the following information:

4.1.1 Islet Count - IEQs:

4.1.2 Was the counter trained to count Human IEQs?

4.1.2.1 What specific counting method was used in your training?

4.1.3 How long were the islets incubated before counting? Hours

5. Purity (evaluated by recipient laboratory): % Assessment not performed

5.1 Purity assessment method(s):

6. Viability (evaluated by recipient laboratory): % Assessment not performed

6.1 Viability assessment method(s):

7. Did the last shipment meet your expectations?

7.1 If NO, define the problem encountered:

8. Additional comments:

Person Completing the Form

1. Name:

2. Telephone Number:

Done Internet 100%

Part II of the UFF – Proceed through the Part I questions that are ‘read only’.

The screenshot shows a web browser window titled "IIDP Website - User Feedback Form - Part II". The address bar shows the URL: https://stage.coh.org/iidp_new/isletavail/user_feedback_P2.aspx?fb=8. The browser interface includes a menu bar (File, Edit, View, Favorites, Tools, Help), a search bar, and a toolbar with various icons. The main content area contains a form with the following sections:

- 6. Viability (evaluated by recipient laboratory):**
 - 6.1 Viability assessment method(s):
- 7. Did the last shipment meet your expectations?**
 - 7.1 If NO, define the problem encountered:
- 8. Additional comments:**
- Person Completing the Form**
 - 1. Name:
 - 2. Telephone Number:

At the bottom of the form, there are three buttons: "Print", "Save", and "Save and Submit". Two red arrows originate from the bottom of the page and point to the "Save" and "Save and Submit" buttons respectively.

At the bottom of the page, there is a logo for IIDP (Integrated Islet Distribution Program) and text: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." Below this, it says "-----Training Site-----".

Click on **[Save]** to save Part II of the UFF and complete at a later time - refer to the confirmation message on the next page OR click on **[Save and Submit]** to save and submit the completed Part II of the UFF - refer to the confirmation message on page 25.

Confirmation message - Part II of the UFF has been saved in the system and is incomplete. Click on **[Close]** to return to the **Islet Offers** screen – refer to page 15.

The screenshot shows a Windows Internet Explorer browser window. The address bar displays the URL: https://stage.coh.org/iidp_new/isletavail/user_feedback_P2.aspx?fb=7. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The toolbar contains various icons for search, share, and navigation. The Norton Safe Search bar is visible. The browser's title bar reads "IIDP Website - User Feedback Form - Part II".

The main content area features a blue header bar. Below it, a white box with a black border contains the following text:

Save User Feedback Form

The User Feedback Form has been saved in the system but has not been submitted. Return to the PI Islet Offer History screen and click on [Part I] or [Part II] of the designated islet offer to complete and/or submit the form. Please contact iidp-email@coh.org if you have any questions or concerns.

Below the message box, the IIDP logo is displayed, consisting of a globe icon and the text "IIDP Integrated Islet Distribution Program". To the right of the logo, the following text is shown:

Developed and maintained by the Integrated Islet Distribution Program (IIDP)
at City of Hope
© 2010 All rights reserved.

-----Training Site-----

The browser's status bar at the bottom shows "Done" on the left and "Internet" on the right, with a zoom level of 100%.

Confirmation message - Part II of the UFF has been saved and submitted in the system. Click on **[Close]** to return to the **Islet Offers** screen – refer to page 15.

The screenshot shows a Windows Internet Explorer browser window. The address bar displays the URL: https://stage.coh.org/iidp_new/isletavail/user_feedback_P2.aspx?fb=8. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The toolbar contains various icons for search, share, and navigation. The page title is "IIDP Website - User Feedback Form - Part II".

The main content area features a "Confirmation Message" box with the following text:

Confirmation Message
Thank you for submitting Part II of the User Feedback Form. You will now be eligible to receive additional islet shipments if the shipping materials have also been returned to the center. Please contact iidp-email@coh.org if you have any questions or concerns.

A "CLOSE" button is located below the message text.

Below the message box, the IIDP logo is displayed, consisting of a globe icon and the text "IIDP Integrated Islet Distribution Program". To the right of the logo, the following text is present:

Developed and maintained by the Integrated Islet Distribution Program (IIDP)
at City of Hope
© 2010 All rights reserved.

A red dashed line with the text "Training Site" is positioned below the copyright notice.

The browser's status bar at the bottom shows "Done" on the left and "Internet" on the right, along with a 100% zoom level.

5.0 View Completed User Feedback Form (UFF)

Islet Offer screen – Viewing a completed UFF instructions are outlined. Scroll down to the desired islet offer UFF – refer to the next page.

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Material
	Nathan Goodman	Targeted Offer	CIT	20025	89%	98%	Most Pure	Fresh	University of Miami	1/4/2010 12:00:00 PM PST.	1/5/2010 12:00:00 PM PST.	NA	NA
	Nathan Goodman	Targeted Offer	IIDP	20025	89%	98%	Most Pure	Cultured	University of Miami	1/6/2010 5:00:00 PM CST.	1/7/2010 5:00:00 PM CST.	NA	NA
	Nathan Goodman	Targeted Offer	IIDP	20025	80%	85%	Most Pure	Cultured	University of Miami	1/7/2010 3:00:00 PM PST.	1/8/2010 3:00:00 PM PST.	NA	NA
	Nathan Goodman	Open Offer	IIDP	20025	100%	100%	Most Pure	Fresh Cultured	University of Miami	1/28/2010 12:00:00 PM PST.	1/29/2010 12:00:00 PM PST.	test	test

Islet Offer screen – Click on **[View]** of the desired islet offer completed UFF – refer to the next page.

The screenshot shows a Windows Internet Explorer browser window with the address bar displaying `https://stage.coh.org/iidp_new/isletavail/offers.aspx`. The page content includes a table with the following data:

Delivery Date	Islet Shipping Tracking #	Materials Shipping Tracking #	Date Materials Returned to Center	Status	IEQs Shipped	Learn More About Offer	Complete User Feedback Form
1/5/2010 12:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/7/2010 5:00:00 PM CST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/8/2010 3:00:00 PM PST.	NA	NA	NA	No Response	NA	[Click Here]	NA
1/29/2010 12:00:00 PM PST.	test	test		Accepted Open Offer	20025	[Click Here]	[Part I] [Part II] [View]

Completed UFF – Page 1 of 4 - Scroll through the UFF to review the completed data in 'read only' mode – refer to the next page.

User Feedback Form

Recipient Information

1. UNOS ID: M014

2. Today's date: 02/08/2010

3. Title of project: test QA

4. Principal Investigator: Nathan Goodman

5. Date tissue received: 02/01/2010

6. Shipment received from (Name of center): University of Miami

Islet Assessment (evaluated by recipient)

Condition of Shipment

1. Select if the islets were shipped to you or if you picked up the islets directly: Shipped

2. Were the islets packed in a cardboard covered styrofoam box? Yes

2.1 If NO, specify the type of packaging used:

3. Temperature indicator activation status: Inactivated (No color)

4. Select the type of vessel the islets were shipped in and enter the volume of the vessel: Lifecell 300 ml bag 310 mLs

4.1 If OTHER, specify what type of vessel used:

Completed UFF – Page 2 of 4 - Scroll through the UFF to review the completed data in 'read only' mode – refer to the next page.

IIDP Website - View User Feedback Form - Windows Internet Explorer

https://stage.coh.org/iidp_new/isletavail/view_user_feedback.aspx?&fb=8

File Edit View Favorites Tools Help

Google Search Norton Safe Search Cards & Log-ins

IIDP Website - View User Feedback Form

5. Were ambient temperature gel packs used? Yes

5.1 If NO, enter the type of temperature control devices used (enter 'NONE' if nothing was included):

5.2 If YES, continue with the questions below:

5.2.1 Were the islets packed with six(6) gel packs? Yes

5.2.1.1 If NO, specify number of gel packs used:

5.2.2 Record the number of gel packs next to their condition upon arrival:

5.2.2.1 Hard 2

5.2.2.2 Soft 2

5.2.2.3 Slushy 1

5.2.2.4 Liquid 1

6. Were the islets packed with absorbent material? Yes

6.1 If NO, specify what packing material was used:

Condition of Islets (evaluation by recipient)

1. Select your perceived quality of the islets at the time of arrival - general (select one): Excellent

1.2.1.1 If FAIR, POOR, or OTHER, specify reason:

2. Were the islets used in experiments? Yes

2.1 If NO, specify the reason:

2.2 If YES, were the experiments successful?

Done Internet 100%

Completed UFF – Page 3 of 4 - Scroll through the UFF to review the completed data in 'read only' mode – refer to the next page.

IIDP Website - View User Feedback Form - Windows Internet Explorer

https://stage.coh.org/iidp_new/isletavail/view_user_feedback.aspx?&fb=8

File Edit View Favorites Tools Help

Google Search Norton Safe Search Cards & Log-ins

IIDP Website - View User Feedback Form

2.2.1 If not, can you attribute the lack of success to the quality of the islets from this shipment?

2.3 After using the islets in your experiments, select your perceived quality of the islets:

2.3.1 If FAIR, POOR, or OTHER, specify reason:

2.4 Please provide as much detail as you feel necessary to describe the success of your experiments and/or the quality of the islets from this shipment:

3. Was morphology and/or functional integrity assessed after shipment?

3.1 If YES, identify tests used in evaluation and the results of these tests:

Test Type	Test Name	Test Results
Functionality	test a	test a results

4. Was an islet count performed after the shipment was received?

4.1 If YES, provide the following information:

4.1.1 Islet Count - IEQs:

4.1.2 Was the counter trained to count Human IEQs?

4.1.2.1 What specific counting method was used in your training?

4.1.3 How long were the islets incubated before counting? Hours

5. Purity (evaluated by recipient laboratory): % Assessment not performed

Done Internet 100%

Completed UFF – Page 4 of 4 - Scroll through the UFF to review the completed data in 'read only' mode.

The screenshot displays a web browser window with the URL https://stage.coh.org/iidp_new/isletavail/view_user_feedback.aspx?&fb=8. The browser interface includes a menu bar (File, Edit, View, Favorites, Tools, Help), a search bar, and a toolbar with various icons. The main content area shows a completed User Feedback Form (UFF) with the following fields and values:

- 5.1 Purity assessment method(s): test
- 6. Viability (evaluated by recipient laboratory): 94 % Assessment not performed
- 6.1 Viability assessment method(s): test
- 7. Did the last shipment meet your expectations? Yes
- 7.1 If NO, define the problem encountered: (empty field)
- 8. Additional comments: test

Below the form, there is a section titled "Person Completing the Form" with the following details:

- 1. Name: Amy K. Jacobs
- 2. Telephone Number: 7034028697

At the bottom of the form area, there are two buttons: "Print" and "CLOSE". Two red arrows point from the text below to these buttons. The footer of the page features the IIDP logo (Integrated Islet Distribution Program) and the text: "Developed and maintained by the Integrated Islet Distribution Program (IIDP) at City of Hope © 2010 All rights reserved." Below this, a dashed line separates the text "Training Site". The browser's status bar at the bottom shows "Done" and "Internet" with a 100% zoom level.

Click on **[Print]** to print the completed UFF OR click on **[Close]** to close the completed UFF and return to the Islet Offers screen – refer to the next page.

Islet Offers screen - Repeat the process as needed to complete Part I and/or Part II UFF(s) and/or view completed UFF(s) for other islet offers OR select another function from the menu bar OR click on **[Log off]** to log out of the system.

History of Islet Offers (includes all targeted offers and accepted open offers selected by the Allocation System)

Edit / Save	PI	Offer Type	Source of Islets	Amount Offered	Islet Purity	Viability	Batch Type	Type Of Islets	Institution	Ship Date	Delivery Date	Islet Shipping Tracking #	Mater
	Nathan Goodman	Targeted Offer	CIT	20025	89%	98%	Most Pure	Fresh	University of Miami	1/4/2010 12:00:00 PM PST.	1/5/2010 12:00:00 PM PST.	NA	NA
	Nathan Goodman	Targeted Offer	IIDP	20025	89%	98%	Most Pure	Cultured	University of Miami	1/6/2010 5:00:00 PM CST.	1/7/2010 5:00:00 PM CST.	NA	NA
	Nathan Goodman	Targeted Offer	IIDP	20025	80%	85%	Most Pure	Cultured	University of Miami	1/7/2010 3:00:00 PM PST.	1/8/2010 3:00:00 PM PST.	NA	NA
	Nathan Goodman	Open Offer	IIDP	20025	100%	100%	Most Pure	Fresh Cultured	University of Miami	1/28/2010 12:00:00 PM PST.	1/29/2010 12:00:00 PM PST.	test	test



Attachment - 8

User Instructions for Islet Decanting and Return of Shipping Materials to the IIDP

1. Upon receipt of the IIDP package, remove the islet vessel, wipe with disinfectant and place under sterile hood.
2. Remove cap on port of bag, add luer tubing, and drain islet preparation into a sterile 250 ml conical.
3. Using a sterile syringe, add approximately 20 ml of media to the shipping bag. Rinse and decant.
4. Repeat as necessary to remove all the islets. Centrifuge the suspension at 1,000 rpm (280g) for one minute (at room temperature) or gravity settle for 10 minutes. Remove supernatant and discard in appropriate waste. Resuspend cells in appropriate media/solution for studies.
5. Remove Tissue Shipment Form and file in your records.
6. Complete the User Feedback Form on line at <http://iidp.coh.org> It is mandatory to complete Part I of this form to maintain your eligibility for future islet shipments. It is recommended to complete Part II as soon as your results are finalized.
7. Check the contents of the Standardized Shipping Box and note the activation status of the temperature indicator and the number and quality of the Ambient Gel Packs. Dispose of the absorbent packing pads if wet or soiled and the disposable temperature indicator after documentation of activation status on the User Feedback Form.
8. Remove the enclosed FedEx Return Shipping label and affix to outside of the Shipping Box.

Note: If the outer, cardboard box was damaged beyond use during shipping, please send the Ambient Gel Packs back in another appropriately sized container and alert the center and the IIDP (mantler@coh.org).

It is essential that the both parts of the User Feedback Forms be completed on line and that the Shipping Boxes and the Ambient Gel Packs be returned to the supplying IIDP as soon as possible. Users will be ineligible for additional islet shipments if the above materials are not returned to the supplying IIDP.

Thank you for your help in keeping the costs of this project reduced by returning all supplies promptly!



Attachment - 9 Minimum Assessment Requirements	<i>SOP #:</i> SHP-001 Attachment-9
<i>Details:</i> Minimum Assessment Requirements	<i>Page Number:</i> Page 1 of 2

Minimum Required Assessments for Islet Distribution

1.0 To insure consistent purity and viability, the following analyses are the minimum requirements to be performed by subcontractors on all islet preparations provided to the IIDP.

1.1 Islet Quantification: Dithizone-staining, cell size and enumeration evaluation using light microscopy with visual examination by 2 qualified personnel (or double counting by one individual of a duplicate sample.) This should be performed within 6 hours of shipping. Most studies show that the maximum loss of islets is over the first 12 hours after isolation so the IIDP require holding islets at 37° C in culture medium for at least 12 hours before shipping.

1.1.1 Counting should be performed and reported after the incubation.

1.2 Islet Purity: Dithizone-staining and determination of acinar-free islets using visual examination under microscope by 2 qualified personnel (or double counting by one individual of a duplicate sample.)

1.2.1 Purity determination should be performed and reported after culture and prior to shipping.

1.2.2 Human islet preparations will contain $\geq 80\%$ for “most pure” and $\geq 50\%$ for “impure” islet tissue as determined by dithizone staining and light microscopy in order to qualify for islet reimbursement

1.3 Viability: Fluorescent dye method using fluorescein diacetate and propidium iodide with visual examination by 2 qualified personnel (or double counting by one individual of a duplicate sample.) (Dyes can be substituted for other inclusion and exclusion dyes with the permission of the IDCC.)

1.3.1 Viability determination should be performed and reported after culture and prior to shipping.

1.3.2 Human islet preparations will consist of $\geq 80\%$ viable islet particles as determined by fluorescence microscopy.

1.4 Sterility: Testing for microbial (both aerobic and anaerobic) and fungal contamination must be performed on the final preparation.

1.4.1 Preliminary results must be supplied to the IIDP within 10 days of shipping. Final results must be supplied within 30 days of shipping.



Attachment - 9 Minimum Assessment Requirements	<i>SOP #:</i> SHP-001 Attachment-9
<i>Details:</i> Minimum Assessment Requirements	<i>Page Number:</i> Page 2 of 2

1.4.2 A sentinel flask of ≥ 100 IEQ should be aliquoted at the time of shipping and kept in house for 3 days at 24° C in the media used for shipping, in order to monitor islet quality in the event of complaints by the receiving investigators concerning contamination or islet quality.

1.5 Potency: A Glucose Stimulated Insulin Release (GSIR) Assay, a functionality assay that compares the amount of insulin secreted at a resting stage (low glucose concentration) of an islet preparation to the amount of insulin secreted during a stimulated stage (high glucose concentration), must be performed on the final islet preparation on the day of shipping.

1.5.1 The resulting ratio is called the Stimulation Index and must be reported to the IIDP within 10 days of broadcast.

1.6 Optional Assessments: Although optional, documentation of any additional quality assessments that a subcontractor normally performs on their preparations and is willing to share with the islet recipients and the IIDP is encouraged. These assessments should be entered into the IIDP database under Optional Assessments in the Quality Assessments section of the database and will be shared with the recipients who accepted islets from that broadcast.

Attachment - 10 Ciprofloxacin Stock Preparation	<i>SOP #:</i> SHP-001 Attachment-10
<i>Details:</i> Ciprofloxacin Stock Preparation	<i>Page Number:</i> Page 1 of 2

Ciprofloxacin Stock Preparation

Note: Ciprofloxacin is no longer available through the COH pharmacy and therefore the IIDP will purchase powdered Ciprofloxacin Hydrochloride from Cellgro and request that the individual centers prepare a 10mg/ml stock using, filter sterilize and freeze for future use in preparing shipping media for the islets.

1.0 Cellgro Website Description for Ciprofloxacin:

Description:	Ciprofloxacin Hydrochloride	Cat #: 61-277
Formula:	C₁₇H₁₄FN₃O₂·HCl·H₂O	
Formula Weight:	385.82	
CAS#:	86393-32-0	
MSDS:	Available upon request	
Shipping:	Ambient	
Storage:	Store ambient at 15 - 30°C. Protect from light and excessive heat.	
Stability:	Avoid moisture uptake, as this can decrease the product's potency.	
Applications:	Ciprofloxacin HCl is a highly active fluoroquinolone antibiotic effective against a broad spectrum of bacteria and mycoplasma. There are few resistant strains. The antibiotic is effective at low concentrations (10ug/ml) in water, buffered media and can effectively eradicate Mycoplasma in as little as 12 days. Cells are seeded into media with Ciprofloxacin HCl freshly added at 10ug/ml. Replacement of medium or subculturing of cells may be done in 3 to 4 days. After 14 days, it is no longer necessary to include Ciprofloxacin HCl in the media.	

2.0 Preparation of New Ciprofloxacin Powder for Addition to Media:

- 2.1 Remove 1 gm (1000mg) of ciprofloxacin hydrochloride from the bottle and QS to 100 ml with distilled water. This will give a stock concentration of 10mg/ml.
- 2.2 Mix with a stir bar and stirring plate until totally dissolved.
- 2.3 Filter sterilize the solution using a 0.2µm filter.



Attachment - 10 Ciprofloxacin Stock Preparation	<i>SOP #:</i> SHP-001 Attachment-10
<i>Details:</i> Ciprofloxacin Stock Preparation	<i>Page Number:</i> Page 2 of 2

2.4 Aliquot into sterile tubes, 5 ml samples, label, and freeze for later use.

2.5 Diluted solution is good for 1 year frozen and 1 month thawed.

3.0 Addition to Media:

3.1 Thaw aliquotted sample and label with thaw date.

3.2 Follow SOP SHP 001 Section 6.2 Media Preparation instructions.

3.2.1 Add 0.5ml of ciprofloxacin stock to each 500 ml bottle of CMRL 1066 Supplemented for islet shipping.