

New Directions

CRIIS Needle exchange database

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Accessing the CRIIS needle exchange database

Direct your browser to the following address:

<https://www.criis.org.uk/cgi-bin/FMinout.cgi>

(or search CGL CRIIS in any browser)

- The page will open with the login screen.

You will have been given your pharmacy username and password.

cgl **CRIIS**
Today is 12/02/2020

Please login using your User Login and Password.

Login: Remember your login?

Password:

If you've forgotten your password, please enter your Login and click the 'Reset Password' button. You will be asked to confirm your registered email address. An email with instructions on how to reset your password will then be sent to it.

If you have forgotten your Login or are still experiencing problems contact your CRIIS Administrator or Data Lead within your service. If you are still experiencing problems, please contact the IT Service Desk at servicedesk@cgl.org.uk

Registered Charity Number 1079327 | Registered Company Number 3861209

- After logging on you will be greeted with the CRIIS Welcome screen.

change, grow, live
Keyworker Menu

Function: Login/Logout Today is 12/02/2020 User:

Client Select **Display Dashboard** **Contacts Report** **Audits** **System Menu**

Welcome You are logged into CRiiS. You last logged in on 07/02/2020 @ 2:45 pm.
Remember to logout using the System Menu when you have finished. Click [here](#) to change your password.
To get back to your home page, click on the change, grow, live link at the top of this page.

Your Dashboard

Request for collaborators

The CRiiS team are looking at developing modules to record incidents, feedback, and the risk register, which currently sit in Datix. We want to make sure it works for the people who use these tools the most often as part of their daily work. If you do and feel you would like to contribute to this, and have the time, please get in touch via criis.requests@cgl.org.uk

Project Export & Office 365 Transfer Update

Project Export: The code behind Project Export is currently being re-written so that it will work for our larger projects. If you are experiencing problems running Project Export, please get in touch via criis.errors and we will run one for you. We are continuing to work on the Project Export so that longer exports will not time out.

Office 365 Transfer: Some of you are facing problems with CRiiS 'pop-up' functionality following the transfer to Office 365. These appear to be linked to individual profiles and are not affecting everyone. Please be assured we are working on a resolution as a priority.

If you would like support with managing the problems with Office 365 until a solution is in place, please contact your local Regional Data Business Partner or Data Specialist who will be happy to help.

We apologise for the inconvenience caused by these unexpected problems. Many thanks for your patience.

Please monitor the CRiiS Development updates published every Friday regarding the upcoming developments and the changes that have taken place within CRiiS, [click here](#) to access the News Page.

You have no tasks!

CRiiS Support servicedesk@cgl.org.uk for regular issues
CRiiS Errors criis.errors@cgl.org.uk for connectivity

- To get to Client selection screen select:

'Client Select'

from the top menu bar then:

'Client Select Keyworker'

Client Select **Display Dashboard** **Contacts Report** **Audits** **System Menu**

Client Select Keyworker

Change Request Select and Create Clients

Client selection:

- To Select a client to input an exchange search for the client using their name or date of birth and click 'Search'
- then select 'DETAIL':

Client Select	Display Dashboard	Contacts Report	Audits	System Menu	
To create a new Client click here		Advanced Search		Reset Search Options	
Client Id.	First Name	Surname	D.O.B	Keyworker	Project:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Bradford NX
					<input type="button" value="Place"/> <input type="button" value="Search"/>
88 Clients					<input type="button" value="Export to Excel"/>
000	Test Test - 24/09/1992		Lotus Project		DETAIL + DELETE

- You will land on summary care record:
- click on 'Needle Exchange' to create a new exchange:

[Return](#) to the Client Selection.

Id: 000 **Client: Test Test - 24/09/1992 - Age: 27**
Keyworker: Lotus Project - Bradford NX

[View Additional Information...](#)

SUMMARY CARE RECORD

Mental Health Issues
Not Recorded

Safeguarding Status **Next Review Date**
00/00/0000

Contacts	Date	Contact Name
Needle Exchange	Naloxone Offer	BBV Screening

Search
Search Service Types...

Filter by category

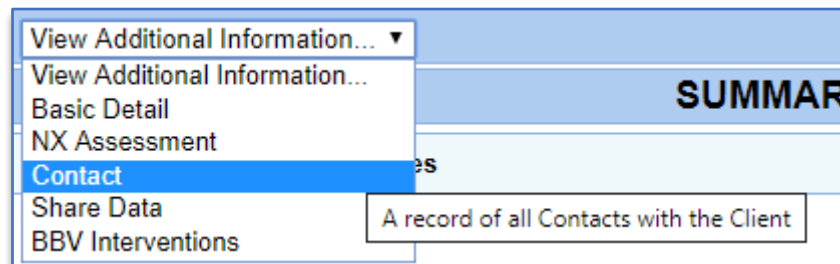
Client Keyworker Changed 23/01/2020 @ 11:00 Sam Wingrave

Assessments	Closure Reason	Problem Substances
Needle Exchange <input type="button" value="Open"/>		Heroin illicit, Cocaine Freebase (crack), Methadone unspecified

Allergy Info **Date Recorded** **Source**

BASIC CLIENT DETAIL

- You can also click on 'View Additional Information' drop down menu
- select 'Contact',
- then 'Needle Exchange':



Inputting needle exchange:

Return to the Client Selection.

Id: 000 Client: Test Test - 24/09/1992 - Age: 27
 Keyworker: Lotus Project - Bradford NX
 View Additional Information

NEW NEEDLE EXCHANGE

Contact: * ME
 Contact Date: * TODAY
 Duration (hh:mm): *

Notes

Next Appointment: TODAY

Needle Exchange Materials:	Qty.
1ml BD Micro-Fines	<input type="text"/>
1ml Low Dead Space Syringe	<input type="text"/>
1ml Unisharp 30g	<input type="text"/>
5ml syringes (individual)	<input type="text"/>
Blue Needle (long) 23g x 30mm	<input type="text"/>
Blue Needle (short) 23g x 25mm	<input type="text"/>
Citric	<input type="text"/>
Foil 50 Sheets	<input type="text"/>
Green Needle (long) 21g x 40mm	<input type="text"/>
Naloxone	<input type="text"/>
Needle Ends - Orange (1.5")	<input type="text"/>
Nevershare 2ml (Syringe)	<input type="text"/>
Orange Needle (long) 25g x 25mm	<input type="text"/>
Orange Needles (Short) 25g x 16mm	<input type="text"/>
Plastic Bags	<input type="text"/>
Returned Bins - 0.3 LTR	<input type="text"/>
Returned Bins - 11.5 LTR	<input type="text"/>
Returned Bins - 2 Ltr	<input type="text"/>
Returned Bins - 22 LTR	<input type="text"/>
Returned Bins - 5 LTR	<input type="text"/>
Sharps Bins - 0.3 LTR	<input type="text"/>
Sharps Bins - 11.5 LTR	<input type="text"/>
Sharps Bins - 2 LTR	<input type="text"/>
Sharps Bins - 22 LTR	<input type="text"/>
Sharps Bins - 5 LTR	<input type="text"/>
Sterile Spoon With Filter	<input type="text"/>
Sterile Water	<input type="text"/>
Vit C	<input type="text"/>
Yellow needle 30g x 1/2"	<input type="text"/>

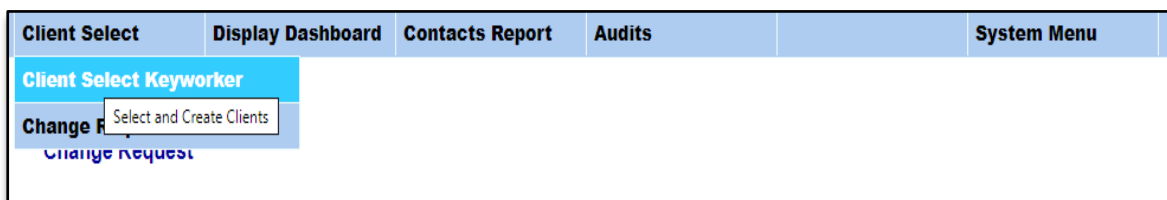
Add

- Fill out details marked with an * (highlighted here in yellow),
 Use **Notes** for any information you would like to share with other exchange staff.
 Please note differences between 'returned needle bins' and those given out.
- Each item requires a quantity recorded next to it
- **REMEMBER** to click **ADD** at the bottom of the screen to complete the exchange

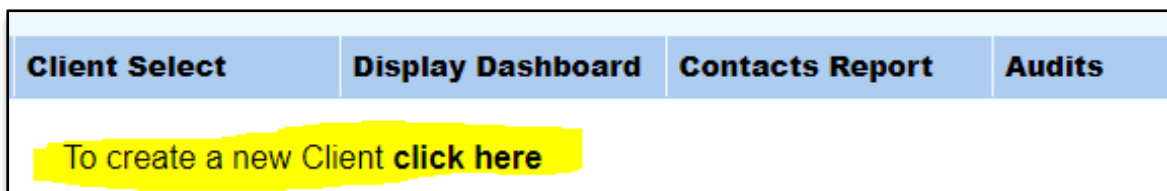
Create new client:

Although the CRIIS database is no longer Anonymous, it is confidential, only trained exchange providers can access the database and the information is used for monitoring equipment given out on the exchange.

- To create new client direct back to client selection page by clicking 'Return to client selection' at top of page if not already on it.
- or from the top menu bar select, 'Client Select' then 'Client Select Keyworker':



- Then click create a new client **CLICK HERE**



- You will be greeted by the following page:

The screenshot shows a client registration form with the following sections and fields:

- Project:** * Gradford NX
- Active Keyworker:** 1st Pharmacy [ME]
- Client Id:** * 088 (highlighted in yellow) Most Recent Client Id entered: 087
- First Name:** * (highlighted in yellow)
- Surname:** * (highlighted in yellow)
- AKA:**
- Date of Birth:** * (highlighted in yellow)
- Estimated:**
- Address:** (multiple text input fields)
- Postcode:**
- NFA:**
- Telephone:**
- Mobile:**
- Does the service user consent to receive texts?:**
- Email:**
- Emergency Contact:** (text area)
- Gender:** * (highlighted in yellow)
- Ethnicity:** * (highlighted in yellow)
- Nationality:** * (highlighted in yellow)
- Sexual Orientation:** * (highlighted in yellow)
- Marital Status:**
- Disability:**
- Religion:**
- Pregnant:**
- Due Date:**
- Unborn Child at Risk:**
- Mental Health Issues:**
- NHS Number:**
- GP:** There are no GP values defined.
- Safeguarding Status:**
- Next Review Date:** / / TODAY
- Notes:** (text area)
- Initial Contact:** * (highlighted in yellow) [ME]
- Client Status:** * Open

An annotation points to the Client ID field with the text: "Add the next sequential number for client ID".

An "Add" button is circled in red at the bottom left of the form.

- Fill out details highlighted with an * (highlighted here in yellow)
- PLEASE NOTE: Select your Pharmacy for active keyworker
- Full 'First Name', 'Surname' and 'D.O.B' must be given.
- 'Client ID' is the next sequential number from the number to the right
- Click 'Add' at the bottom of the screen to complete the basic detail screen.
- Your client will now be active on the database and you can click on their details button to add exchange.

If new client will not add to system?

AFTER Creating a client, a warning appears at the bottom of the screen advising of clients with similar details, preventing you from adding the client.

- Click tick box to acknowledge this warning and this will clear it and allow you to save.
- You do not need to do anything else with this warning.

CONTACTS:

For further information on the database and for help and enquiries please feel free to contact the Harm Reduction team at New Directions Bradford.

Sam Wingrave	New Directions:	07767100772
Naveed Khan	New Directions:	01274 296023
Joseph Kean	New Directions:	07776 592840
Louise Evans	Exchange Supplies:	07403 241244

Updates will role out automatically to the database. We will endeavour to keep you informed of any major changes. Cosmetic changes may mean the database my look slightly different from the images provided here.

We will keep you informed if any major changes are planned to take place on the system.