

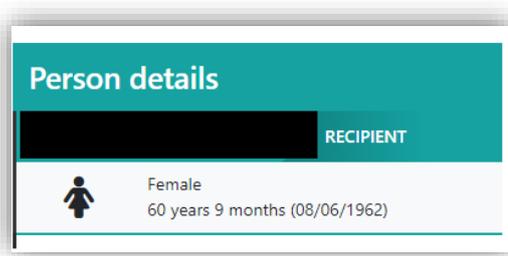
When clinical reports are generated in OrganMatch, the report is created as a PDF file and attached to the person’s profile in Reports as a note. Clinical reports require authorisation prior to being sent to the clinical or transplant units. An OrganMatch notification will be generated when a report requires authorisation. In OrganMatch, reports can only be authorised by a user with the OrganMatch Lab Manager role.

GENERATING ORGANMATCH REPORTS

1.1 GENERATE ANTIBODY REPORTS

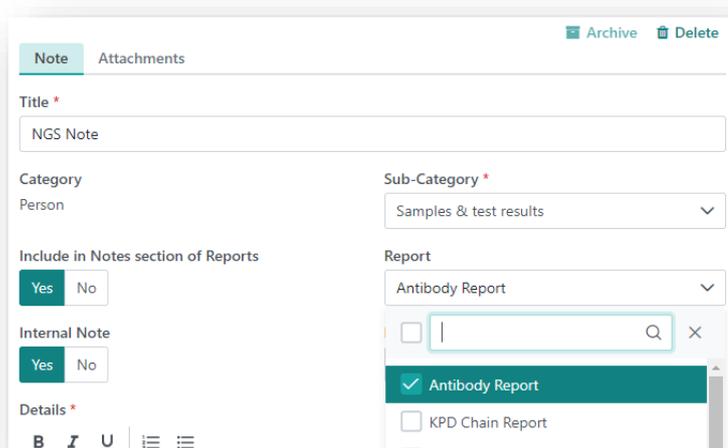
An antibody report is generated when issuing new or historical HLA antibody results. Only verified HLA antibody results can be reported.

1. Search for the recipient and open **Person Details**.

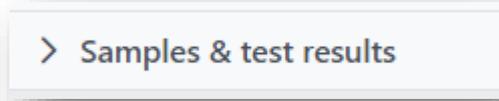


2. Ensure test results are ready to report.

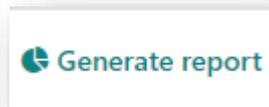
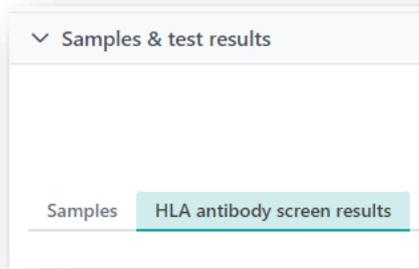
Review the Notes to ensure they are ticked as **Yes to Include in Notes section of Reports** and select **Antibody Report** from the dropdown.



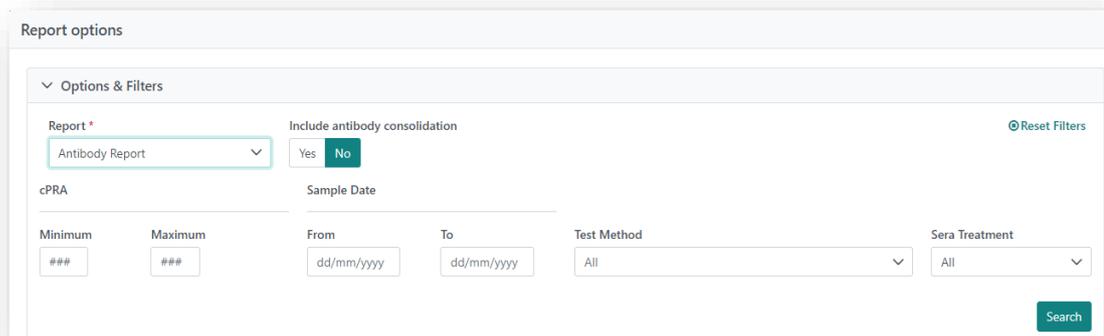
3. Click **Sample & test results** tab.



4. Click **HLA antibody screen results** and then click **Generate report**.



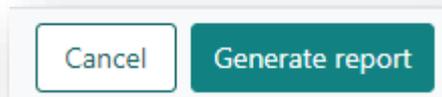
5. In the Options & Filters section, in the **Report** drop-down list, select **Antibody Report**. Use filters to find specific results if required.



6. Tick the **Report** checkbox to select the HLA antibody results to appear on the report.

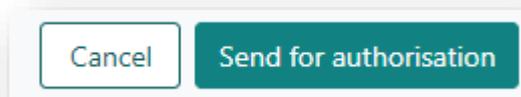
▼ HLA antibody screen results			
Report ↑↓	cPRA ↑↓	Antigen (MFI) ↑↓	Sample Date ↑↓
<input type="checkbox"/>			03/02/2023
<input type="checkbox"/>			03/02/2023

7. Click **Generate report**.



8. Check the report for correct content.

If...	then...
further changes are required to the report	click Cancel .
the report is correct	click Send for authorisation .



9. The report is created as a note in **Reports**.

The report will be attached. The file will be named in the following format:

<YYYYMMDD>_<Lab reference>_AntibodyReport

A notification is sent to OrganMatch Lab Manager (system role) to authorise the report.

1.2 GENERATE NON-HLA ANTIBODY REPORTS

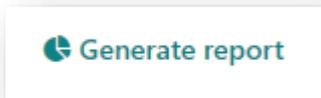
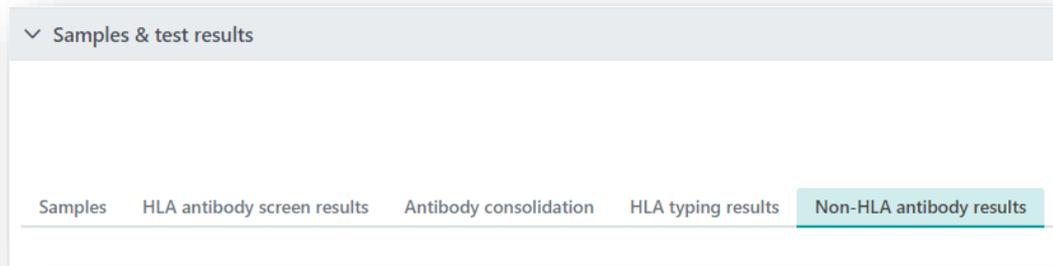
A non-HLA antibody report is generated when issuing new or historical non-HLA antibody results. Only verified non-HLA antibody results can be reported.

1. Search for the recipient and open **Person Details**.

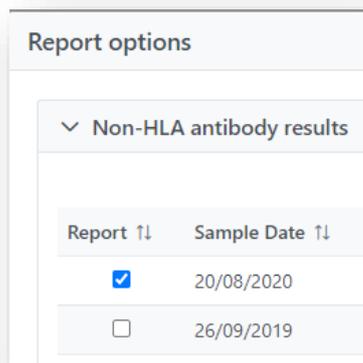
2. Ensure test results are ready to report.
Click **Sample & test results** tab.

> Samples & test results

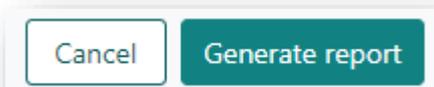
- Click **Non-HLA antibody results** then click **Generate report**.



- Tick the **Report** checkbox to select the Non-HLA antibody results to appear on the report.

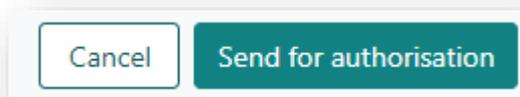


- Click **Generate report**.



- Check the report for correct content.

If...	then...
further changes are required to the report	click Cancel .
the report is correct	click Send for authorisation .

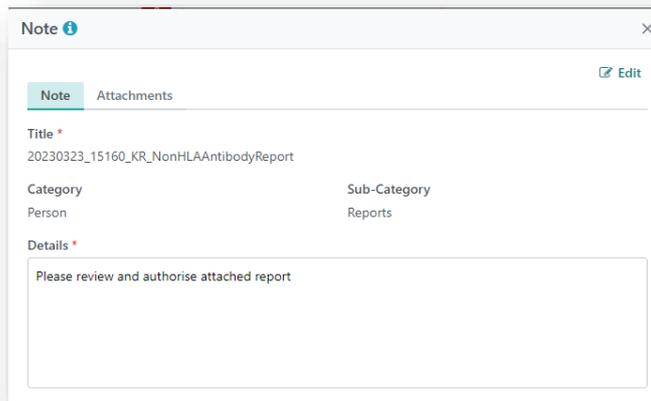


7. The report is created as a note in **Reports**.

The report will be attached. The file will be named in the following format:

<YYYYMMDD>_<Lab reference>_NonHLAAntibodyReport

A notification is sent to OrganMatch Lab Manager (system role) to authorise the report.



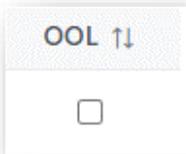
1.3 GENERATE LABORATORY REPORTS

A Laboratory report can be generated to issue recipient enrolment information, HLA antibody and non-HLA antibody test results, HLA typing results and auto crossmatch results. The report also includes unacceptable antigens, match cPRA (mPRA) and report notes.

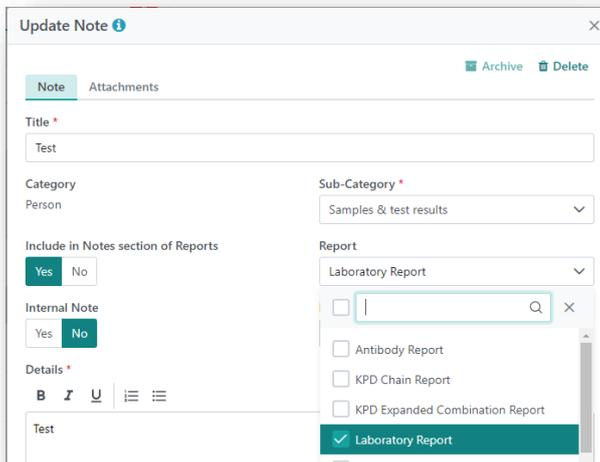
1. Search for the recipient and open **Person Details**.



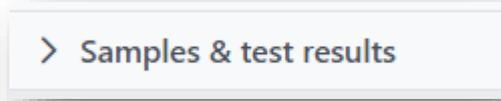
2. Ensure the enrolment details and test results are ready to be reported.
 For auto crossmatches to appear on the report, in **Crossmatch** tab, tick the **OOL** check box.
 For non-HLA antibodies to appear on the report, in **Non-HLA antibody results**, tick the **OOL** check box.



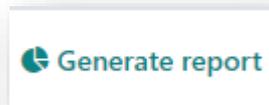
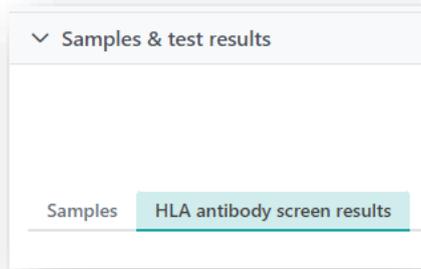
3. Review the Notes to ensure they are ticked as **Yes to Include in Notes section of Reports** and select **Laboratory Report** from the dropdown.



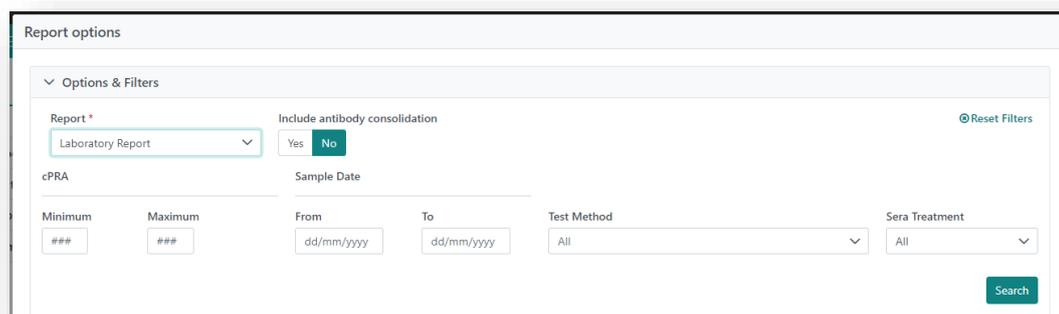
- Click **Sample & test results** tab.



- Click **HLA antibody screen results** and then click **Generate report**.



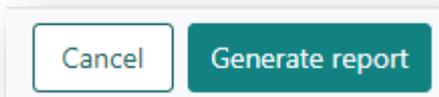
- In Options & Filters, in the **Report** drop-down list, select **Laboratory Report**. Use filters to find specific results as required. To include antibody consolidation, select **Yes**.



7. Tick the **Report** checkbox to select the HLA antibody results to appear on the report.

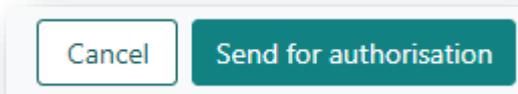
▼ HLA antibody screen results			
Report ↑↓	cPRA ↑↓	Antigen (MFI) ↑↓	Sample Date ↑↓
<input type="checkbox"/>			03/02/2023
<input type="checkbox"/>			03/02/2023

8. Click **Generate report**.



9. Check the report for correct content.

If...	then...
further changes are required to the report	click Cancel .
the report is correct	click Send for authorisation .

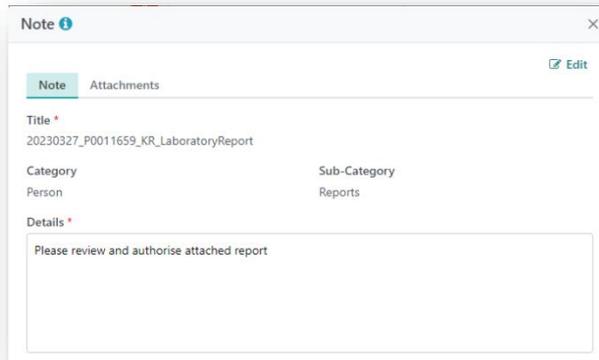


10. The report is created as a note in **Reports**.

The report will be attached. The file will be named in the following format:

<YYYYMMDD>_<Lab reference>_LaboratoryReport

A notification is sent to OrganMatch Lab Manager (system role) to authorise the report.



1.4 GENERATE MATCH EVENT REPORTS

A Match event report can be used to report results for a patient and donor. This report will generate data as it appears on the Match Event screen. When generating this report, there is some flexibility with how the data is displayed. The options selected would depend on factors, such as the type of donor (for example, living non-directed donor (LDD) would not use this option).

When a match event report is generated, the report file is saved in the recipient record.

1. Search for the recipient and open **Person Details**.

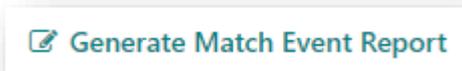


2. Review the Notes in the recipient record to ensure they are ticked as **Yes to Include in Notes section of Reports** and select **Match Event** from the dropdown.

3. Click **Match history** and click on row with the matched person, to go to the Match Event. Ensure data in match event is ready to be reported by reviewing all the sections of the Match Event.

Match Details			Matched Person		
Organ Program	Pathway	Event Date	Name	OM ID	OM Lab
Kidney	LDD	19/04/2021 08:53	[REDACTED]	0079290	NSW
Kidney	LDD	08/01/2021 09:34	[REDACTED]	0078279	NSW

4. Click **Generate Match Event Report**.



5. Select the **Report Options** on the pop-up that displays, to select what appears on the report. Selecting **Yes** will include the result on the report.

If the name is to be withheld, select **No** in the Person Details section.

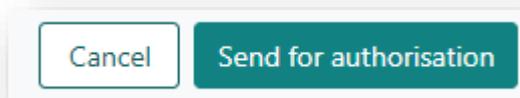
- This option is available for both Recipient and Living Directed Donors.
- Withholding names is automatic for Deceased Organ Donors.
- Names are **not** withheld for off system donors.
- KPD donors have default report settings for **Donor Name** set to **No**.

6. Tick the **Report** checkbox to select the HLA antibody results to appear on the report.

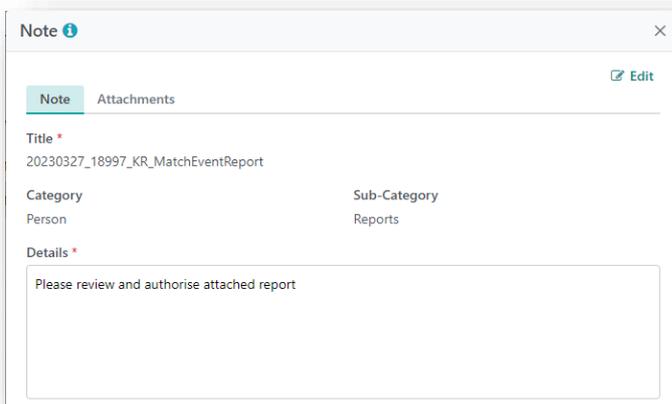
7. Click **Generate report**.

8. Check the report for correct content.

If...	then...
further changes are required to the report	click Cancel .
the report is correct	click Send for authorisation .



9. The report is created as a note in **Reports** in the recipient record.
 The report will be attached. The file will be named in the following format:
<YYYYMMDD>_<Patient Lab reference>_MatchEventReport
 A notification is sent to OrganMatch Lab Manager (system role) to authorise the report.



1.5 GENERATE TRANSPLANT EVENT REPORTS

A Transplant event report can be used to report results for a patient and donor post transplant. This report will generate data as it appears on the Transplant Event screen.

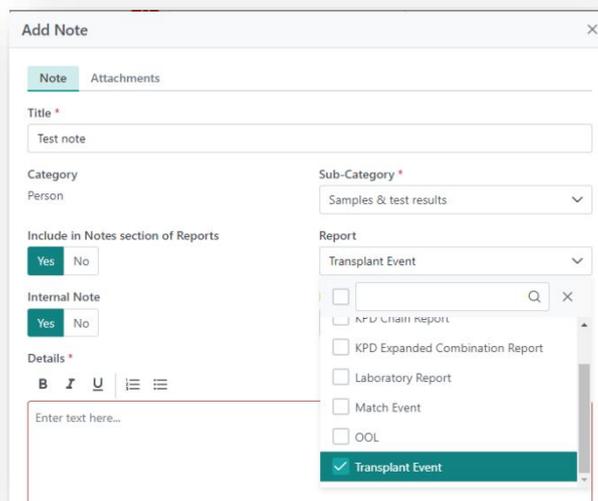
When a Transplant event report is generated, the report is saved in the recipient record.

Once a Transplant event report is authorised, the Transplant event is viewable in the Transplantation portal.

1. Search for the recipient and open **Person Details**.



2. Review the Notes in the recipient record to ensure they are ticked as **Yes to Include in Notes section of Reports** and select **Transplant Event** from the dropdown.



3. Expand the **Transplants** section and click on the transplant row to go to the Transplant Event. Ensure all the data is ready to be reported by reviewing all sections of the Transplant Event.

Transplants			
Transplant Date ↑↓	Name of Matched Person ↑↓	OM ID ↑↓	OM Lab ↑↓
18/03/2023	[REDACTED]	0086065	QLD

4. Click **Generate report**.



5. Select from the Transplant event **Report Options** on the pop-up that displays, to select what appears on the report. Selecting **Yes** will include the result on the report.

If the name is to be withheld, select **No** in the Person Details section.

- This option is available for both Recipient and Living Directed Donors.
- Withholding names is automatic for Deceased Organ Donors.
- Names are **not** withheld for off system donors.
- KPD donors have default report settings for **Donor Name** set to **No**.

Report options

Options

Person Details	Histocompatibility assessment	Recipient transplant history
Recipient Name <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Recipient Crossmatch assessment <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Recipient transplant history <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Recipient HLA antibody results <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	Recipient HLA antibody consolidation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Recipient Non-HLA antibody results <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

6. Tick the **Report** checkbox to select the HLA antibody results to appear on the report.

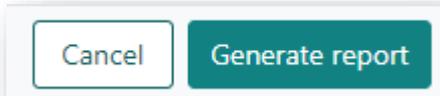
HLA antibody screen results

cPRA

Minimum Maximum

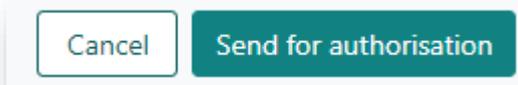
Report	cPRA	Antigen (MFI)
<input type="checkbox"/>		A*25:01 (1175), B*08:01 (673)
<input type="checkbox"/>		DRB1*14:04 (1935), DRB1*08:03 (1130), DR...

- Click **Generate report**.



- Check the report for correct content.

If...	then...
further changes are required to the report	click Cancel .
the report is correct	click Send for authorisation .



- The report is created as a note in **Reports** in the recipient record.
 The report will be attached. The file will be named in the following format:
<YYYYMMDD>_<Patient Lab reference>_Transplant Event Report
 A notification is sent to OrganMatch Lab Manager (system role) to authorise the report.

Note ⓘ

✕

Note Attachments Edit

Title *
20230327_Q2267_18045_KR_Transplant Event Report

Category Person **Sub-Category** Reports

Details *
Please review and authorise attached report

1.6 AUTHORISE OR REJECT GENERATED REPORTS

Once a report is generated and sent for authorisation, a notification will be generated for the Lab Managers or delegates to authorise the report. The lab manager can authorise or reject the report. If a report is authorised, the report will have the authoriser’s signature added to the report. The report file name will be updated to final. Once authorised, the report will be viewable in the OrganMatch Transplantation portal by the providers, who are listed in the patient’s provider network in OrganMatch.

1. In OrganMatch, click the main menu item **Notifications**, click on the notification “Authorise Report” indicating report authorisation is required.

Notifications

TWL Status: All User Role: All OM Lab: NSW Notification: All Created In: All

Current History

Last Name ⓘ	First Name ⓘ	TWL Status ⓘ	Last Updated On ⓘ	Last Updated By ⓘ	Created In ⓘ	User Role	OM Lab ⓘ	Notification ⓘ
		Transplanted	27/03/2023 11:28		Lab	LAB MGR	NSW	Authorise Transplant Event Report

2. Expand the **Reports** section and click on the Note with the report attached. The note details will display “Please review and authorise attached report”.

Last Updated On	Last Updated By	Sub-category	Title	Details	No. of Attachments
27/03/2023	[REDACTED]	Reports	20230327_Q2267_18045_KR_Transplant ...	Please review and authorise attached report	1

3. Click **Edit** and click **Authorise**.

4. Review the report and action as required.

If the report is...	then...
not ready to authorise	<p>click Cancel.</p> <p>Update the report’s Note title as follows:</p> <ul style="list-style-type: none"> In Reports, re-select the report and click Edit. Add reason for rejection to Details and then click Reject Report. The Note title changes and “- Rejected” is appended to it, as shown: <YYYYMMDD>_<Lab reference>_Antibody report – Rejected Request the report generator to regenerate the report with any required corrections.
ready to authorise	click Authorise .



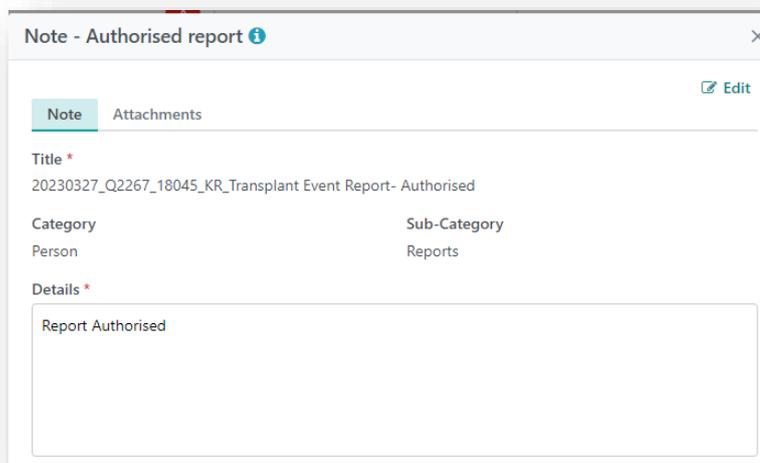
5. Once the report is authorised, the Note title changes and “- Authorised” is appended to it, as shown:

<YYYYMMDD>_<Lab reference>_Antibody report – Authorised

The file name changes to add “- Final”.

<YYYYMMDD>_<Lab reference>_Antibody report – Final

The authorised report can be viewed through the OrganMatch Transplantation Portal.

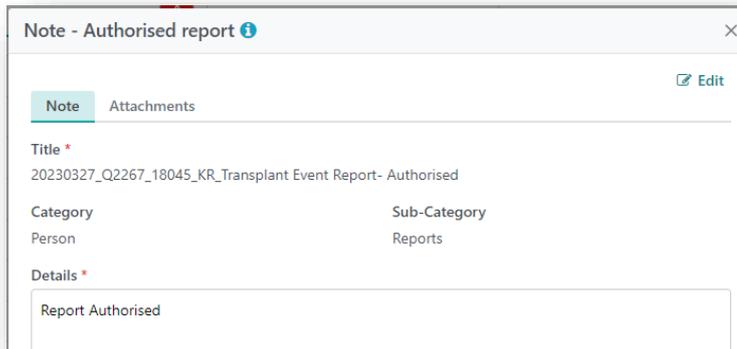


1.7 REJECT AUTHORISED REPORTS

1. Find the note with the report to be rejected.

Reports				
Last Updated On	Last Updated By	Sub-category	Title	Details
27/03/2023	[REDACTED]	Reports	20230327_Q2267_18045_KR_Transplant ...	Report Authorised

2. Click on the Note with the report and click **Edit**.



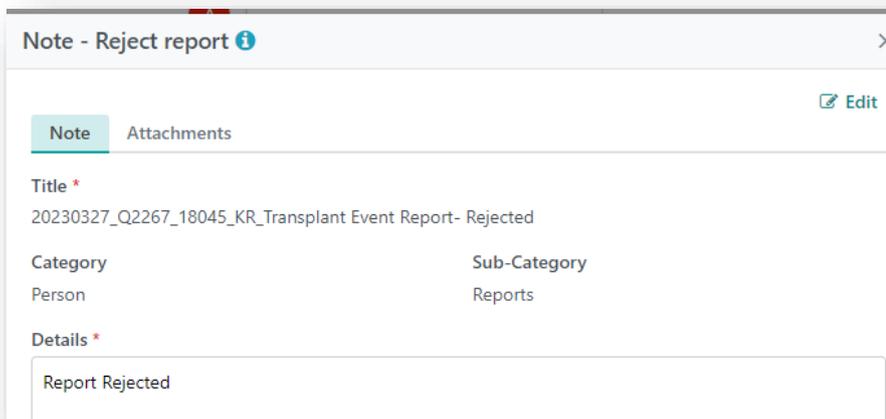
The screenshot shows a web form titled "Note - Authorised report". It has a close button (X) in the top right corner and an "Edit" button with a pencil icon. The form is divided into two tabs: "Note" (selected) and "Attachments". Under the "Note" tab, there are three sections: "Title *" with the value "20230327_Q2267_18045_KR_Transplant Event Report- Authorised"; "Category" with the value "Person" and "Sub-Category" with the value "Reports"; and "Details *" with a text area containing "Report Authorised".

3. Click **Reject Report**.

The Note title changes and “– Rejected” is appended to it, as shown:

<YYYYMMDD>_<Lab reference>_Antibody report – Authorised-Rejected

The report that was previously sent to the providers in the Transplantation portal will be deleted.

The screenshot shows a web form titled "Note - Reject report". It has a close button (X) in the top right corner and an "Edit" button with a pencil icon. The form is divided into two tabs: "Note" (selected) and "Attachments". Under the "Note" tab, there are three sections: "Title *" with the value "20230327_Q2267_18045_KR_Transplant Event Report- Rejected"; "Category" with the value "Person" and "Sub-Category" with the value "Reports"; and "Details *" with a text area containing "Report Rejected".

1.8 DELETE REPORTS

After generating a report, or rejecting a report, the report may need to be deleted.

1. Find the note with the report to be deleted.

GENERATE REPORTS FOR MULTIPLE RECIPIENTS

The following reports can be generated with more than one patient on the report. They do not require authorisation.

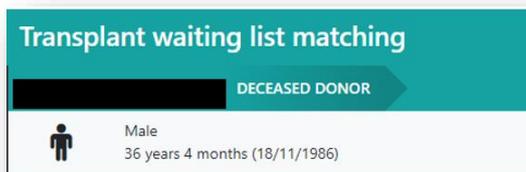
2.1 GENERATE ORGAN OFFER LIST (OOL)

After matching a deceased organ donor an OOL Report can be generated. This report provides the information required for organ allocation.

The first page is a summary list of the patients that follow in the report. The remainder of the report is a series of match event reports with donor and recipient information.

Before generating the OOL the **Enable Generate OOL in DP** button can be clicked to allow the Donate Life agencies to generate the OOL in the Donation Portal. Once clicked, the button will change to **Disable Generate OOL in DP**. If the button is not clicked prior to generating the OOL report, a prompt will appear asking if the button should be enabled.

1. Open the **Transplant waiting list matching** screen in the donor record.



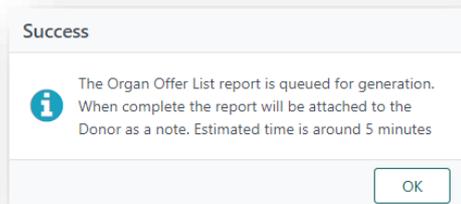
2. In the **Filters** section, define the parameters for the OOL to be generated.

Note: An organ must be selected from the Organ Program dropdown and there can't be more than 40 recipients on the list to generate an OOL. A prompt will pop up asking for the list to be refined before trying again.

3. Click **Generate OOL report**.

 Generate OOL report

4. A pop-up message appears indicating the list is queued for generation. Click **OK**.

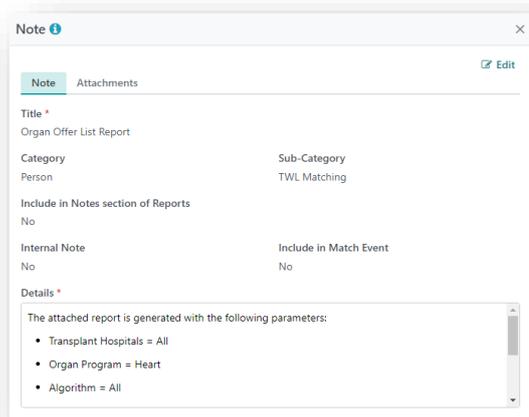


5. Click **View Notes** to access the OOL.

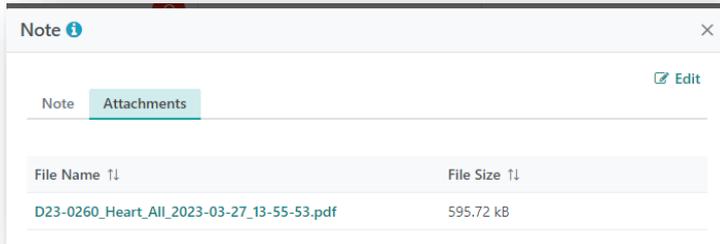
 View Notes

6. A note is created "Organ Offer List Report" with the file name: **<Donor ID>_<OrganProgram>_<Rank from>_<Rank to>_<Selected Transplant Hospital>_<YYYY-MM-DD>_<HH-MM-SS>**.

All the selected parameters are listed in the details of the note.



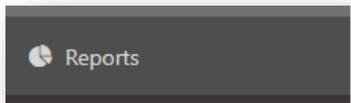
7. Click the **Attachments** tab and click the link to download the OOL.



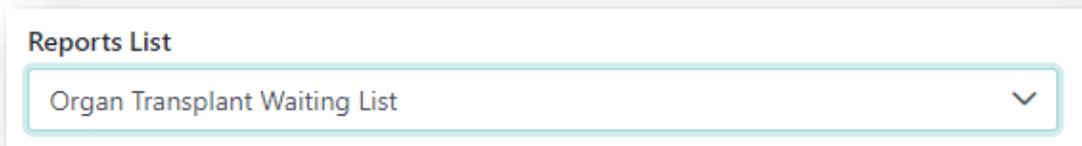
2.2 GENERATE ORGAN TRANSPLANT WAITING LIST REPORTS

The Transplant Waiting List report records all the recipients on the transplant waiting list for selected organ programs.

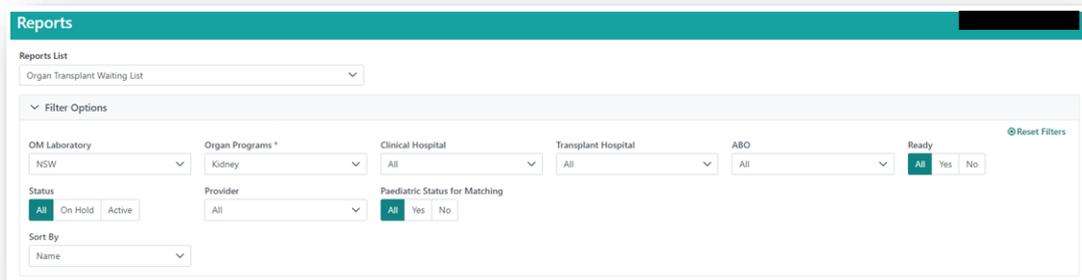
1. Select **Reports** from the menu.



2. Select **Organ Transplant Waiting List** from the **Reports List** dropdown.



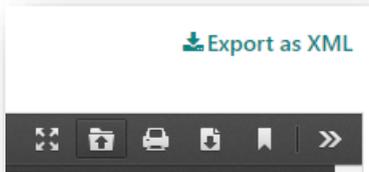
3. Select the options as required.



- Click **Generate Report**.



- Export XML file or download and print as required.



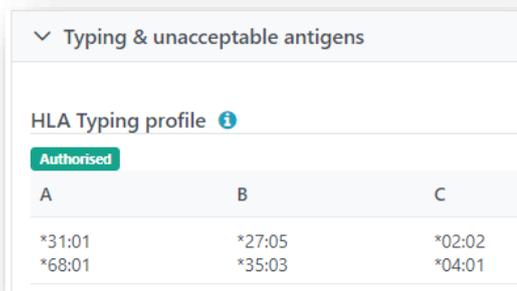
GENERATE REPORTS FOR INTERNAL USE

The following internal-use reports do not require authorisation as they are intended for use in Transplantation and Immunogenetics/Tissue Typing laboratories only.

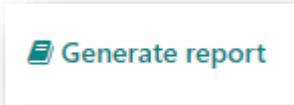
3.1 GENERATE TYPING AND UNACCEPTABLE ANTIGEN REPORTS

The Typing and Unacceptable Antigen report will display the authorised HLA typing profile and the Unacceptable antigens.

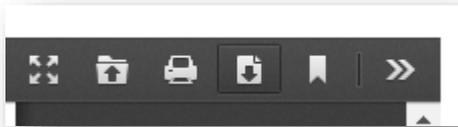
- Expand the **Typing & unacceptable antigens** section.



2. Click **Generate report**.



-
3. Print, download or save the report as required.



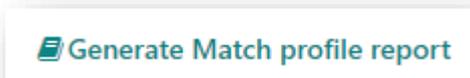
3.2 GENERATE MATCH PROFILE REPORTS

This report includes all the information viewed in the Match profile.

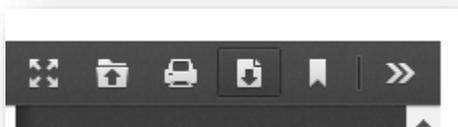
1. In a person record, click **Match Profile**.



-
2. Click **Generate Match profile report**.



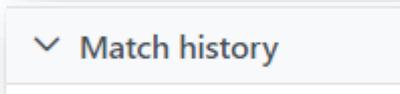
-
3. Print, download or save the report as required.



3.3 GENERATE MATCH HISTORY REPORT

The Match history report will provide detailed history of the recipients match events. The report may be used also as an external report; however, the Match History extract may be the preferred option.

1. In a person record, expand the **Match History** section.



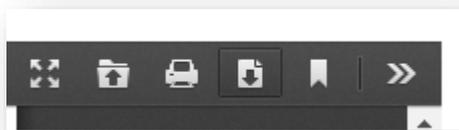
2. In the Filters section, define the parameters for the Match History to be generated.

Organ Program All	Transplant Pathway All	Algorithm Assessment All	Reset Filters Export Match History Generate Report
Offer Status All	Offer Response All	Reason All	Pair Blocked All
From Date dd/mm/yyyy	To Date dd/mm/yyyy	OM Lab All	Transplanted All
			Matched Person

3. Click **Generate Report**.



4. Print, download or save the report as required.

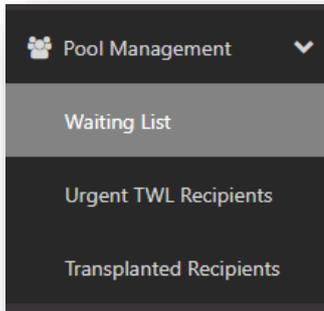


GENERATE EXTRACTS

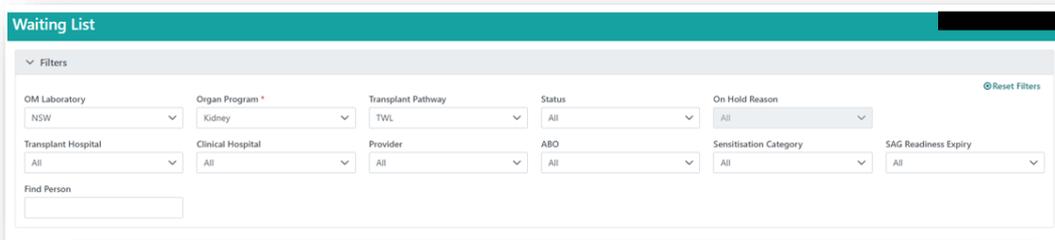
4.1 WAITING LIST EXTRACT

The Waiting List extract will produce an Excel file, with relevant information, depending on the transplant pathway selected. Refer to Appendix 1 for information included in the extract.

1. Select **Waiting List** from the **Pool Management** menu.



2. Select **Organ Program** and **Transplant Pathway** from the dropdown.



3. Select other filters to define the parameters for the extract and click **Export Excel**.

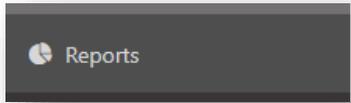


4. Click on the spreadsheet and save or print as required.

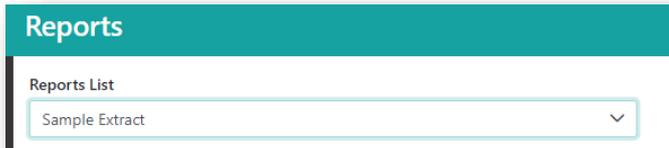


4.2 SAMPLE EXTRACT

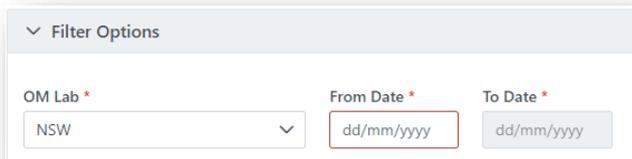
1. Select **Reports** from the menu.



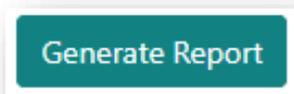
2. Select **Sample Extract** from the dropdown **Reports List**.



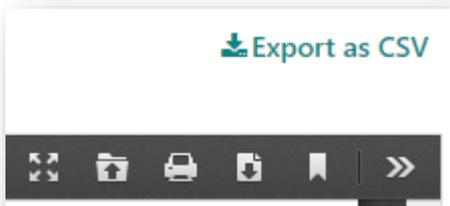
3. In **From Date**, enter the date of the earliest sample and enter the date of the latest sample in **To Date**.



4. Click **Generate Report**.



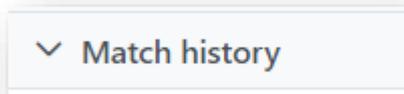
5. Export CSV file or download and print as required.



Note: Refer to Appendix 2 for data in CSV file.

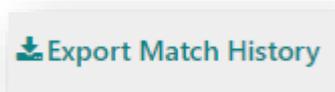
4.3 MATCH HISTORY EXTRACT

1. In a person record, expand the **Match History** section.

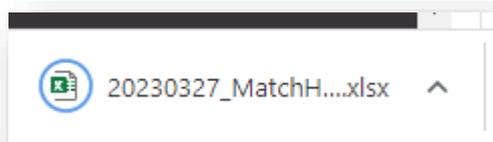


2. In the Filters section, define the parameters for the Match History to be generated.

3. Click **Export Match History**.



4. Click on the spreadsheet and save or print as required.

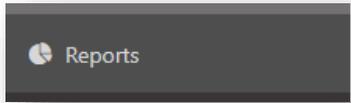


Note: Refer to Appendix 3 for data in spreadsheet.

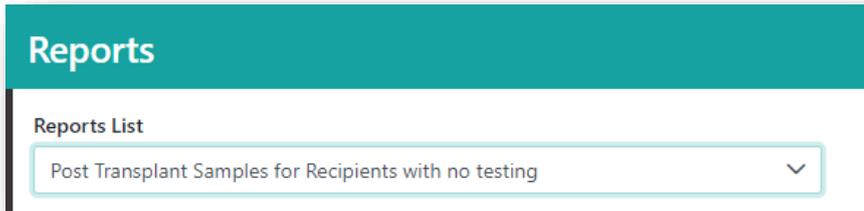
4.4 POST TRANSPLANT SAMPLES FOR RECIPIENTS WITH NO TESTING

This extract is used to identify recipients that have had post-transplant samples but have not had Luminex HLA antibody testing performed on those samples. The extract will return all sample records for recipients that have a transplant with no LSM, SAG1 or SAG2 test results attached to those samples.

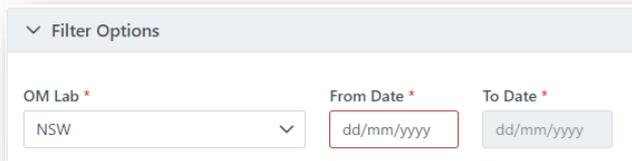
1. Select **Reports** from the menu.



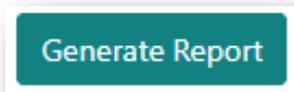
2. Select **Post Transplant Samples for Recipients with no testing** from the dropdown **Reports List**.



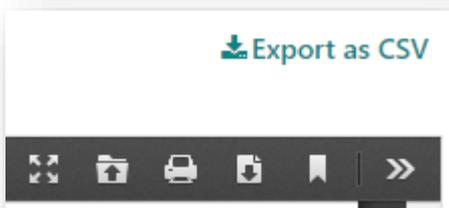
3. In **From Date**, enter the date of the earliest sample and enter the date of the latest sample in **To Date**.



4. Click **Generate Report**.



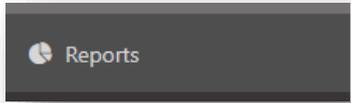
5. Export CSV file or download and print as required.



4.5 POST TRANSPLANT SAMPLE EXTRACT

This extract is used to identify recipients that have had post-transplant sample within a transplant data range.

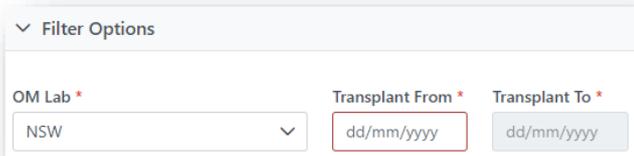
1. Select **Reports** from the menu.



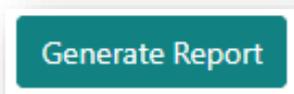
2. Select **Post Transplant Sample Extract** from the dropdown **Reports List**.



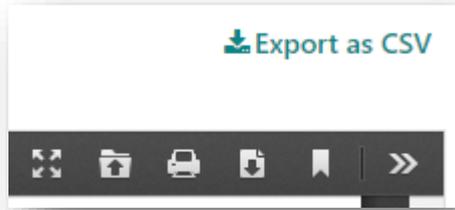
3. In **Transplant From**, enter the date of the earliest transplant and enter the date of the latest transplant in **Transplant To**.



4. Click **Generate Report**.



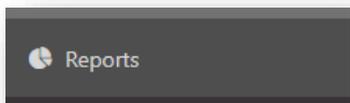
5. Export CSV file or download and print as required.



4.6 DECEASED DONOR TRANSPLANT REPORT

The Deceased Donor Transplant Report will provide a summary of the deceased donor transplants within a specified enrolment date range. The report is a de-identified report, listing organ and status. This can be printed as a report or extracted in CSV format.

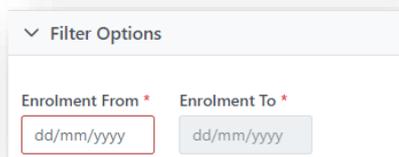
1. Select **Reports** from the menu.



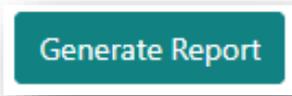
2. Select **Deceased Donor Transplant Report** from the dropdown **Reports List**.



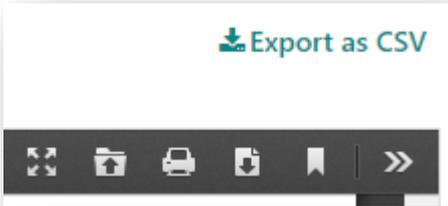
3. In **Enrolment From**, enter the date of enrolment of the earliest donor and enter the enrolment date of the latest donor in **Enrolment To**.



4. Click **Generate Report**.



-
5. Export CSV file or download and print as required.



APPENDIX 1: WAITING LIST EXTRACT

Excel Column	TWL Pathway	KPD Pathway	LDD Pathway
A	Last Name	ARP	Recipient Last Name
B	First Name	Recipient Last Name	Recipient First Name
C	Date of Birth	Recipient First Name	Recipient Date Of Birth
D	OM ID	Recipient Date of Birth	Recipient OM ID
E	National Reference	Recipient OM ID	Recipient National Reference
F	Laboratory Reference	Recipient National Reference	Recipient Laboratory Reference
G	OM Lab	Recipient Laboratory Reference	Recipient Gender
H	cPRA – Class I	Recipient Gender	Recipient OM Lab
I	cPRA – Class II	Recipient OM Lab	Recipient Interim ABO
J	Serum Reference	Recipient Interim ABO	Recipient Final ABO
K	Date of most recent Serum collected	Recipient Final ABO	Recipient Final ABO Subtype
L	Recent Ab Screening – LM	Recipient Final ABO Subtype	Recipient Final ABO Rhesus
M	Recent Ab Screening – SAG1	Recipient Final Abo Rhesus	Recipient Dialysis for matching
N	Recent Ab Screening – SAG2	Recipient Dialysis for matching	Recipient Transplant Unit
O	Organ Program	Recipient Transplant Unit	Recipient Transplant Hospital Reference
P	Pathway	Recipient Transplant Hospital Reference	Recipient Transplant Provider
Q	Ready	Recipient Transplant Provider	Recipient Clinical Unit
R	Status	Recipient Clinical Unit	Recipient Clinical Hospital Reference
S	Reason	Recipient Clinical Hospital Reference	Recipient Clinical Provider

ORGANMATCH REPORT GENERATION – LABORATORY PORTAL

T	Interim ABO	Recipient Clinical Provider	Recipient date of most recent Serum collected
U	Final ABO	Recipient date of most recent Serum collected	Recipient Recent Ab Screening - LSM
V	Waiting Time – days	Recipient Recent Ab Screening – LSM	Recipient Recent Ab Screening – SAG1
W	Dialysis for matching	Recipient Recent Ab Screening – SAG1	Recipient Recent Ab Screening – SAG2
X	Transplant Hospital Reference	Recipient Recent Ab Screening – SAG2	Ready
Y	Transplant Hospital Reference	Recipient Date Authorised	Status
Z	Transplant Provider	Ready	Reason
AA	Clinical Hospital	Status	Recipient Alleles
AB	Clinical Hospital Reference	Reason	UA&AA – Living Donor mPRA
AC	Clinical Provider	Reason(s) for Enrolment	UA&AA – Living Donor – AB Screening
AD	Accept HepBc Ab pos Core	Active in MMEX	UA&AA – Living Donor – Prev. Donor Mismatch
AE	Accept Hep C Ab pos – Date of consent	EPTS	UA&AA – Living Donor – Other
AF	Accept Hep C Ab pos	Accept HepBc Ab pos	UA&AA – Living Donor – AA
AG	Accept Hep C Ab pos – Date of consent	Accept HepBc Ab pos – Date of consent	Recipient Previous Transplant
AH	Accept TRK	Accept ABOi	Donor Last Name
AI	Accept TRK – Date of consent	Accept ABOi – Date of consent	Donor First Name
AJ	Accept Increased Viral Risk	ABOi values	Donor Date Of Birth
AK	Accept Increased Viral Risk - Date of consent	Recipient Alleles	Donor OM ID
AL	Willing to Accept ABOi	UA&AA – Living Donor mPRA	Donor National Reference
AM	Willing to Accept ABOi – Date of consent	UA&AA – Living Donor – AB Screening	Donor Laboratory Reference

ORGANMATCH REPORT GENERATION – LABORATORY PORTAL

AN	Willing to Accept ABOi – ABOi values	UA&AA – Living Donor – Prev. Donor Mismatch	Donor Gender
AO	State Urgency	UA&AA – Living Donor – Other	Donor OM Lab
AP	National Urgency	UA&AA – Living Donor - AA	Donor Interim ABO
AQ	Paediatric Status for Matching	Recipient Previous Transplant	Donor Final ABO
AR	Previous transplant	Donor Last Name	Donor Final ABO Sub Type
AS	Appear in DTT Tray	Donor First Name	Donor Final ABO Rhesus
AT	Appear in HT Tray	Donor Date Of Birth	Donor Transplant Unit
AU	HLA Typing	Donor OM ID	Donor Transplant Hospital Reference
AV	Sensitisation Category	Donor National Reference	Donor Transplant Provider
AW	UA&AA – TWL	Donor Laboratory Reference	Donor Clinical Unit
AX	UA&AA – TWL – AB	Donor Gender	Donor Clinical Hospital Reference
AY	UA&AA – TWL – AB	Donor OM Lab	Donor Clinical Provider
AZ	UA&AA – TWL – Other	Donor Interim ABO	Donor date of most recent Serum collected
BA	UA&AA – TWL – AA	Donor Final ABO	Ready
BB	UA&AA – Living Donor mPRA	Donor Final ABO Sub Type	Status
BC	UA&AA – Living Donor – AB Screening	Donor Final ABO Rhesus	Reason
BD	UA&AA – Living Donor – Prev. Donor Mismatch	Donor Transplant Unit	Extended Acceptance Criteria
BE	UA&AA – Living Donor – Other	Donor Transplant Hospital Reference	Donor Alleles
BF	UA&AA – Living Donor - AA	Donor Transplant Provider	Blank
BG	Blank	Donor Clinical Unit	Blank
BH	Blank	Donor Clinical Hospital Reference	Blank
BI	Blank	Donor Clinical Provider	Blank

BJ	Blank	Donor date of most recent Serum collected	Blank
BK	Blank	Donor Date Authorised	Blank
BL	Blank	Ready	Blank
BM	Blank	Status	Blank
BN	Blank	Reason	Blank
BO	Blank	Reason(s) for Enrolment	Blank
BP	Blank	Active in MMEX	Blank
BQ	Blank	Extended Acceptance Criteria	Blank
BR	Blank	Donor alleles	Blank

APPENDIX 2: SAMPLE EXTRACT

OMLab	SampleDate
LastName	SampleType
FirstName	FreezerLocation
DateOfBirth	SampleTag
OMID	Peak
LabortatoryReference	MicrofugelInventory
NationalReference	ReserveInventory
SampleReference	Check

APPENDIX 3: MATCH HISTORY EXTRACT

Organ Program	Pathway
Event Date	OM Lab
FirstName	Parent Algorithm
Date Of Birth	Child Algorithm
OMID	Score
Laboratory Reference	Result

Donor-ID	Algorithm Criteria
Offer Status	Algorithm Result
Offer Response	Algorithm Details
Reason	Block reason
Pair blocked	Transplanted
Block reason	Algorithm Assessment

DEFINITIONS

Term/abbreviation	Definition
DP	Donation Portal
LSM	LABScreen Mixed Bead
OOL	Organ Offer List
OM	OrganMatch
SAG1	Single Antigen Beads Class I
SAG2	Single Antigen Beads Class II
TP	Transplantation Portal
TWL	Transplant Waiting List

CHANGE HISTORY

Version number	Effective date	Summary of change
1	27/05/2021	First version of document
2	03/05/2022	<p>Update for OrganMatch Sprint 31 – process change.</p> <ul style="list-style-type: none"> • Section 2.1 updated for the new process of disabling OOL report generation in the DP when the match event is unpublished • Update to reflect changes of the naming convention in the organ offer list note. Also updated for new process of enabling the OOL report to be generated in the Donation Portal • Update references to OAL which has changed to OOL • Update Section 1.5 to remove default eplet load • Update Section 1.6 to clarify the authorised reports can be viewed in the Transplantation Portal and sending them to the units is optional. • Update Section 4.1 to reflect new column in pool management extract
3	30/06/2022	<p>Update for OrganMatch Sprint 33 – process change.</p> <ul style="list-style-type: none"> • Update section 2.1 to reflect changes of the naming convention in the organ offer list note

4	26/07/2022	Update for OrganMatch Sprint 34 – process change: <ul style="list-style-type: none"> • Section 2.1 updated to include multi select option for Organ Program
5	23/08/2022	Update for OrganMatch Sprint 35 – process change: <ul style="list-style-type: none"> • Section 4.1 updated to reflect new columns for KPD extract and sub-menu of Waiting List in Pool Management. • Section 1.4 and 1.5 corrected to reflect that donor name is not withheld by the system when reporting.
6	22/11/2022	Update for OrganMatch Sprint 38 – process change: <ul style="list-style-type: none"> • Sections 1.4 and 1.5 updated with new default report settings for KPD. • Section 2.1 updated to reflect new algorithm for Kidney/Pancreas.
7	13/12/2022	OrganMatch Sprint 39 updates: <ul style="list-style-type: none"> • Sections 2.1 and 4.3 updated EDR ID to Donor ID
8	Refer to footer	<ul style="list-style-type: none"> • Update to new template • Removal of Section 3.3 Generate Tray Reading Lists reports

ELECTRONIC SIGNATURE

Author	REBECCA SCAMMELL
Approver(s)	NARELLE WATSON