BioSpecimen Management System-BioMS

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Introduction to BioMS

The Alliance Biospecimen Management System (BioMS) is a web-based application that has been designed to support biospecimen tracking, inventory management, and reporting for all Alliance clinical trials and companion correlative science studies. BioMS is based on the functionality and user interface of the existing CALGB Specimen Tracking System (STS), but incorporates many new usability enhancements and capabilities to support the operations of the Alliance biorepository network.
Introduction to BioMS

- BioMS can be accessed via the following methods:
  - Alliance Home Page
  - CALGB page
  - BioMS Confluence page
  - https://bioms.wustl.edu/bioms/login
Introduction to BioMS

- Access to BioMS requires a valid CTEP-IAM (CTSU) username and password.

- Logging biospecimen in BioMS is a pre-requisite for shipping to any Alliance biorepository or assay lab associated to an Alliance trial.
  - Missed Specimens are a MAJOR Deviation
  - Late Specimens >6 Months MAJOR Deviation
  - Late Specimens 3-6 Months are MINOR Deviation
Introduction to BioMS

- BioMS may be accessed using IE 11, Firefox 44.0.2 and Safari 9.0, Chrome 48.0
Logging into BioMS

- Enter your CTEP-IAM username and password then select “I agree and Logon”
Logging Specimens
Searching Patients

1. Search for patient by registration ID by entering the ID in the search field and click search.

2. Click the patient initials for the study you need to log specimens for.

Studies with companions are listed on the same line.
Checklist View
Checklist View
1. Check the box of the specimen that has been collected.  
2. Adjust the quantity, date and time accordingly.  
3. Click Save.
Specimen is status is now updated to Collected. The specimen is ready to be shipped to the repository, click Add to Shipments.
Creating a Shipment

1. Select the specimen(s) to ship by checking the box.
2. Leave Auto marked.
3. Click the green arrow pointing to the right.
Creating a Shipment

Message is displayed with the shipment ID(s) that the specimen(s) has been placed in. Shipments are displayed on the right side of the screen.
Creating a Shipment

1. Click the radio button for the Shipment displayed in the message.
2. Clicking the arrow will display the specimens in the shipment.
3. Click Send.
Creating a Packing Slip

- Packing slip will default to the users name and site

Enter The following:
- Phone number
- Sender Email
- Receiver Contact
- Carrier
- Tracking number
- Shipping date

- Click Submit to electronically send the shipment
Creating a Packing Slip

- Confirmation message will be displayed that electronic shipment was successful.

- Print the packing slip and send with the specimens in the shipment.
Kit Request

Select Kit request from Tasks. Then click in Submit request.
Kit Request

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Study</td>
<td>[Dropdown with options]</td>
</tr>
<tr>
<td>Specimen collection kit</td>
<td>[Dropdown with options]</td>
</tr>
<tr>
<td>Repository</td>
<td>[Text field: Alliance Biorepository at Washington University in St. Louis]</td>
</tr>
<tr>
<td>Repository email</td>
<td>[Email field: <a href="mailto:bank@wusdose.wustl.edu">bank@wusdose.wustl.edu</a>]</td>
</tr>
<tr>
<td>Kit contents</td>
<td>[Table showing kit contents]</td>
</tr>
<tr>
<td>Number of kits requested</td>
<td>[Dropdown with options]</td>
</tr>
<tr>
<td>Kit needed by</td>
<td>[Date field]</td>
</tr>
<tr>
<td>Patient id(s)</td>
<td>[Text field]</td>
</tr>
<tr>
<td>Requester site</td>
<td>[Dropdown with options]</td>
</tr>
<tr>
<td>Requester email</td>
<td>[Email field]</td>
</tr>
<tr>
<td>Requester phone number</td>
<td>[Phone number field]</td>
</tr>
<tr>
<td>Site shipping address</td>
<td>[Text field: 660 South Euclid Avenue, Saint Louis, Missouri 63110]</td>
</tr>
<tr>
<td>Requester’s shipping account number (FedEx/UPS)</td>
<td>[Text field]</td>
</tr>
</tbody>
</table>

**Fields with an * are mandatory.**
- Select Study
- Select Collection Kit
- Select number of kits needed
- Select Date kits are needed by
- Select your site
- VERIFY YOUR ADDRESS
- Click Submit
Kit Request

When the repository sends the kits, BioMS is updated. BioMS will also send an email when this happens.
Quick Tips

- To collect alternate specimens, mark the parent Not Collected first
- Enter the Surgical Pathology number and Block ID in the form correctly. Do not enter the Surg. Path number twice.
Contacting BioMS Helpdesk

- Visit our webpage page at http://tinyurl.com/alliance-bioms

- Email us at BioMShelp@bmi.wustl.edu

- Call us toll free at 1(855) 552-4667
Conclusion

- Questions from Audience
- Answers from Presenter