

## Environmental Device Tracking, EDT QUESTION BY QUESTION (QxQ), VERSION 2.0

### I. GENERAL INSTRUCTIONS

The Environmental Device Tracking (EDT) should be completed when the Environmental Reading Center receives devices from participants. This form should be used while reviewing the Environmental Assessment Tracking Report for device IDs to determine which subject ID is connected to each device ID.

Please answer every question on this form. *NOTE: Beside each item input is a small double bracket icon which looks like this: >>. Clicking this icon displays a field dialogue box in which the “Field Status” selection menu allows you to choose from the following options: ‘Refused’, ‘No response’, ‘Doesn’t know’, ‘Not applicable’, ‘Maximum value’, ‘Minimum value’, and ‘Missing’. See MOP 6 – Section 3.2 for additional instructions on how to select a Field Status option.*

### II. INSTRUCTIONS FOR INDIVIDUAL ITEMS

**Header Information:** Consists of key fields which uniquely identify each subject and recorded occurrence of a form. For the “ID NUMBER”, record the 2 or 3-character, 6-digit number assigned to the specific participant. For the “Event”, record if this is happening at the clinic visit (E1), a follow-up phone call, or “other.”

- Item 0a.** Record the date the data was collected or abstracted in the MM/DD/YYYY format either by selecting the pop-up calendar in CDART or entering the date in the space provided.
- Item 0b.** Record the SPIROMICS III staff code of the person who collected or abstracted the data. This code is assigned to each person at each site by the GIC. If you do not have a staff code and are collecting SPIROMICS III data, please contact the GIC in order to receive your own individual staff code.

#### Indoor Purple Air device

- Item 1.** Autopopulates with the Indoor Purple Air device MAC ID for the participant.
- Item 1a.** Select only one option among the two possible choices. If ‘No’ is selected, go to item 2.
- Item 1b.** Record the date the device was received in the MM/DD/YYYY format either by selecting the pop-up calendar in CDART or entering the date in the space provided.
- Item 1c.** Enter or scan the Indoor Purple Air device MAC ID from received shipment. The ID should be entered using this format: XX:XX:XX:XX:XX:XX
- Item 1d.** Record any comments about the device (e.g., any damage to the device(s) or information that should be noted about the state of the shipment).

#### Outdoor Purple Air device

- Item 2.** Autopopulates with the Outdoor Purple Air device MAC ID for the participant.

- Item 2a.** Select only one option among the two possible choices. If 'No' is selected, go to item 3.
- Item 2b.** Record the date the device was received in the MM/DD/YYYY format either by selecting the pop-up calendar in CDART or entering the date in the space provided.
- Item 2c.** Enter or scan the Outdoor Purple Air device MAC ID from received shipment. The ID should be entered using this format: XX:XX:XX:XX:XX:XX
- Item 2d.** Record any comments about the device (e.g., any damage to the device(s) or information that should be noted about the state of the shipment).

### **Environmental Monitors Bag**

- Item 3.** Autopopulates with the Environmental Monitors Bag ID for the participant.
- Item 3a.** Select only one option among the two possible choices. If 'No' is selected, go to the end of the form.
- Item 3b.** Record the date the bag was received in the MM/DD/YYYY format either by selecting the pop-up calendar in CDART or entering the date in the space provided.
- Item 3c.** Enter or scan the Environmental Monitors Bag ID from received shipment.
- Item 3d.** Record any comments about the bag or the included device(s) (e.g., any damage to the device(s) or information that should be noted about the state of the shipment).
- Item 3e.** Check all devices were included in the Environmental Monitors Bag received.

Save the form and **run the missing fields report** at the bottom of the final page. Complete any fields that appear in the missing fields report.

Select **Save and Close** at the bottom of the page/screen.