General Information on the ESID Online Database for users

Primary immunodeficiencies are caused by defects in the immune system leading to increased susceptibility to infections. The frequencies of these diseases vary among populations but could affect as many as 1 in 10,000 people. Some occur much less frequently, so that diagnostic and treating centres have very little experience to fall back on when treating a patient. They are also very difficult to diagnose because patients present with a variety of symptoms the most common being frequent sinusitis and bronchitis. The underlying cause of these frequent infections can remain undetected for a long period of time if an immunodeficiency is not suspected. Thus gathering as much information as possible and compiling it for suitable analysis is very important in providing physicians more information on the diseases leading to improvements in diagnosis and treatment. Thus European Immunologists founded the European Society for Immunodeficiencies (ESID) as a non-profit organization with the aim of facilitating the exchange of ideas and information among doctors, nurses, biomedical investigators, patients and their families affected with primary immunodeficiency diseases (PID) and also to promote research on causes, mechanisms and treatment of these disorders.

For this reason, ESID has set up an internet-based patient and research database which integrates research data with more detailed clinical information. The data are stored on secure servers in Freiburg, Germany, and all you need to access the database is a standard browser, user-name and password. Data transfer is SSL encrypted. Since there are over 200 different types of PID that can be grouped into 7 different categories, we have structured the database accordingly. Each different PID has its own sub-registry. A patient is documented in the sub-registry of his (main) disease. All sub-databases have identical fields for diagnosis, gender, age of patient at diagnosis, the information whether it is a sporadic or familial case, current medication, adverse effects of treatment, basic laboratory values, and genetic mutation data in common. These fields form a core data set which is the same for all databases. Some of the fields in the core data set are coloured in red (29 in total), these have to be filled out to avail of our compensation policy. Additional fields specific for a particular
PID are also available for documentation of the more common PID and will be available for most PID in the future.

The aim is **long-term documentation** of a patient - the date of a patient’s attendance at the clinic is recorded and data associated with this patient visit, such as a change in the treatment regime can be documented. Documentation is requested **at least once a year** for each patient but we recommend twice a year.

There are now two versions of the database available. In the first version, patient data is de-personalized - this means that no personal data identifying the patient is entered on the server containing the diagnosis and laboratory values – however, the year of birth (and month of birth in children less than 12 years of age) is entered because of the nature of the diseases and the often long delay between onset and diagnosis.

The second version enables patient identifying data, such as name, address, full date of birth and physician’s name and address to be recorded in addition to the medical data. This is known as the personalised version and is easier to use when updating patient data. These personal data are stored on a **separate server** to the medical data, thus guaranteeing data protection. A third server connects the data from the two servers only when the correct conditions apply (these are user ID, password and centre ID). Only users from documenting centres in which the patient is treated can see this data from their patients and only when they logged in with their valid user ID and password and then only if the centre has applied to use this system. It is possible to switch from the coded version of the database to the personalised version.

**Before documenting can begin each documenting centre needs the following:**

1) Permission from local data protection and ethics authorities. We have documentation prepared to help you apply for this.
2) An agreement between ESID and a documenting centre (Annex 1).
3) A password application form for each user of the database (Annex 2)
4) Signed informed patient consent forms for each patient (Annex 3 is the English version).

Initially, a user may access only the data from his/her own documenting centre. However, it is possible to get permission from other centres to access their data by placing a request with ESID who will forward the request to the documenting centre in question. Data received from other centres are always coded (**anonymous**) and can only be viewed and not changed. Thus, data can be made available on request to ESID centres that specialize in treating PID patients, laboratories that are researching the cause of PID and epidemiologists.

A subset of the data is also made available to the pharmaceutical companies in the PPTA (Plasma Protein Therapeutics Association; http://www.pptaglobal.org/en/about_europe.cfm) who are financially sponsoring the project. These companies produce immunoglobulin products used in the treatment of PID.
TEST – Registry

Take a look at our Test-Registry first:

www.esid.org – click on „Registry” in the left hand menu and then select “Test version”.

Then choose one subregistry. The ones marked in blue contain additional disease specific fields, while the others only contain the core dataset and core laboratory.

Log in with:

User name:  test
Password:  start

Please do not change this password, otherwise the next user cannot test the registry. If you are asked to change the password, please ignore this command and simply close the pop-up window.

You can have a look at existing (fictitious) patients by clicking on “Show all patients” and then selecting one. Then you can click on the different modules on the left side (core dataset, core laboratory etc.).

Or you can create new (fictitious) patients and enter data for them. Remember to save the data in each section before moving on to the next section by clicking on “submit”. If you are not sure what is required in a particular field, click on the small “?” beside the field to get some information. You can add information to fields which have a “+” beside them. The information is stored alphabetically.

Publications using data from the ESID database require prior permission from the ESID board. Please contact the head of the registry working party at registry@esid.org for further information.

Benjamin Gathmann, February 2009

Annex A: Agreement between ESID and a Documenting Centre
Annex B: Password application form
Annex C1/2: Patient consent for adults and parents of paediatric patients (in English; available in other languages on the website http://www.esid.org/workingparty.php?party=2)
Agreement between the European Society for Immunodeficiencies (ESID) and a Documenting Centre regarding the ESID Online Registry

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ESID has set up an online database system for research purposes for the collection and exchange of data of patients with primary immune deficiency diseases (“PID”). The design, realisation and maintenance of the aforesaid online database (“ESID Online Database”) will be financially supported by sponsors who will have a specifically defined access to a clearly defined subset of data within the ESID Online Database (“Red Fields”) for defined purposes only. The Documenting Centre intends to participate in the ESID Online Database system by providing data of patients with PID and by receiving a right of access to the ESID Online Database.

By signing the present application form, I agree to the following terms and conditions

1. (deleted)

2. The Documenting Centre shall be and remain the owner of any data it has provided to the ESID Online Database. ESID shall be entitled to make available the “Red Field”-data to the sponsors of the ESID Online Registry for the following purposes: to enable genetic and therapeutic research across different authorised users; for genetic and therapeutic trials; for the treatment and care of patients; for the development and improvement of medication; for evaluations of epidemiologists. The receiving parties of such data ensure to use the data for internal use only, unless they have obtained the prior written consent from ESID to publish them or to use them for publication.

   The Documenting Centre retains the right to define the access of other ESID Centres, PID researchers or epidemiologists to its data. These other participating Documenting Centres or researchers shall only have access to the data provided by the Documenting Centre if the enquiring Documenting Centre submits to ESID a respective application in writing, and if the Documenting Centre gives its written consent. Unless otherwise specified, the authorised Documenting Centre shall be entitled to use the data provided by the Documenting Centre to the same extent and for the same purposes as the sponsors of ESID.

   ESID shall ensure that the sponsors obtain access to the ESID Online Database only for the purposes as stipulated hereunder and that the access granted to other Documenting Centres corresponds to the written consent given by the Documenting Centre. Moreover, ESID shall oblige all authorised users of the ESID Online Registry not to disclose the data of such database to any unauthorised third party.

3. The Documenting Centre ensures to observe European data protection regulations as well as the data protection regulations applicable at its location.

   In particular, the Documenting Centre shall procure the necessary informed consent of the patients regarding the use of the data as stipulated hereunder. The Documenting Centre acknowledges that it is responsible to ensure the observance of local data protection regulations on an organisational as well as on a technical level, particularly with regard to confidentiality, integrity, availability, authenticity and reliability of the collected data. ESID reserves the right to review the Documenting Centre’s compliance with the aforementioned data protection regulations.

4. ESID is responsible for implementing the technical and organisational measures required to ensure the highest level of security for the storage and processing of the data. The relevant technical information and the standard operating procedures (SOP) are available in the brochure “The ESID Online-Database”.

5. The use by the Documenting Centre of data provided by other Documenting Centres is restricted to the purpose as agreed with the respective other Documenting Centre. Publications regarding the ESID Online Database require the prior written consent of ESID. ESID shall not unreasonably withhold this consent. Any publications approved by ESID have to be in accordance with the ICMJE guidelines (International Committee of Medical Journal Editors; www.icmje.org/index.html).

Annex A
6. The Documenting Centre may register different persons of its organisation as users of the ESID Online Database by submitting a written application to ESID (see application form). Each of these users shall receive from ESID a user name and a password. The password shall enable the registration of data within the ESID Online Database, access to the provided data, and extended access to data of other Documenting Centres, if this has been agreed between the Documenting Centre and the Documenting Centres that own the data.

7. The Documenting Centre shall guarantee that the user names and passwords are treated absolutely confidentially and are not used for any other purposes than those defined herein. The Documenting Centre shall immediately inform ESID about any unauthorised disclosure of the user names and / or passwords of the users of its organisation as well as about the expiry of the right of single users within its organisation to use the ESID Online Database. The Documenting Centre shall be responsible for the observance of all terms and conditions hereunder by all users of the ESID Online Database within the Documenting Centre’s organisation.

8. With the ESID Online Database ESID only offers a forum for data collection and/or data exchange and does not assume any liability for the following: the efficient functionality and usability of the ESID Online Database, the integrity and/or usability of the data therein or the grant of access rights to third parties.

9. The Documenting Centre shall choose between two database versions:
   a. Coded Patient database: Each new patient entry automatically receives an identification number (ID) from the system which has to be recorded in a separate list by the Documenting Centre. This patient ID key has to be kept secure and is the responsibility of the Documenting Centre.
   b. Personalised Patient database: Here personal patient data can be used. Personal data and disease-specific data are stored on two separate servers. The information from both servers is combined via a gateway server for users of the Documenting Centre when they log in with their username and password. If another centre has been granted access to a subset of data from that centre (see point 2), this data will only be available in coded form as in point 9a. Data security is guaranteed.

10. Both parties may terminate this agreement by giving one month’s prior written notice to the other party. The Documenting Centre acknowledges that after the termination of this agreement ESID shall on the conditions as stipulated hereunder be entitled to continue to use the data which have been provided to the ESID Online Database before the date of termination.

11. This agreement shall be governed by German law. Landgericht (District Court) Freiburg, Germany, shall be the exclusive place of venue for all disputes arising out of or in connection with the present agreement.

□ This Documenting Centre requests the coded version of the ESID Online Database, as described in point 9a.
□ This Documenting Centre requests the personalised version of the ESID Online Database, as described in point 9b.

(Please tick one option)

Place, Date Signature of the Director Place, Date Gerhard Kindle, of the Documenting Centre Head of ESID registry

Please send the signed agreement to: Dr. Gerhard Kindle, University Medical Center, Centre of Chronic Immunodeficiency (CCI), Personalhaus 2, Breisacher Str. 60, 79106 Freiburg, Germany, Fax: „CCI“ +49 761 270 2040
Application form to obtain a user name and a password for the ESID Online Database

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By applying for a user name and a password, the user agrees with the following terms and conditions for the use of the ESID Online Database:

1. I hereby confirm that I have read the ESID Online Database Agreement between the Documenting Centre and the European Society for Immunodeficiencies ("ESID") and that I accept the terms and conditions as stipulated in this Agreement.

2. I acknowledge that I shall use the user name as well as the password for the ESID Online Database solely for the purposes as defined in the Agreement. I acknowledge that I shall treat the user name and the password absolutely confidentially and that I am not allowed to disclose them to any other person within or outside the organisation of the Documenting Centre.

3. I acknowledge that I have to observe the requirements of the European data protection regulations as well as those data protection regulations which are applicable at the Documenting Centre’s location.

4. I acknowledge that I may use the ESID Online Database in the following user-role (user-roles may also be combined — please mark your selections):

   - [ ] as a physician (who is entitled to feed data into the database, to view the data, and to generate investigation reports)
   - [ ] as a documentalist (who is entitled to feed data into the database and view the data, but not to generate investigation reports)
   - [ ] as a Monitor (who is entitled to view the data only)
   - [ ] as a centre admin (who is entitled to maintain the Normal Ranges of Laboratory Values only, and has no authorization to generate or to view any data)

5. I acknowledge that ESID is neither responsible for the correctness and usability of the data within the ESID Online Database nor for the operativeness of the database.

6. I acknowledge that ESID may block or terminate the access to the ESID Online Database as stipulated hereunder at any time.

7. I accept that after a blockade or termination of the access to the ESID Online Database ESID may in accordance with the terms hereunder continue to use the data provided by the user beforehand.

8. I acknowledge that the present agreement shall be governed by the German laws and that the District Court (Landgericht) Freiburg, Germany shall be the exclusive place of venue for all disputes arising hereunder.

Place, Date .......................................................... Signature User ..........................................................

I hereby confirm that the User is entitled by the Documenting Centre to have access to the ESID Online Database and received a copy of the ESID Online Database Agreement.

Signature of the Director of the Documenting Centre

Please send this application form to: Dr. Gerhard Kindle, University Medical Center, Centre of Chronic Immunodeficiency (CCI), Personalhaus 2, Breisacher Str. 60, 79106 Freiburg, Germany, Fax: „CCI“ +49 761 270 2040

The password will be provided to the above specified user address.
Patient information and statement of consent for the maintenance of patient data on an internet database for primary immunodeficiencies (informed consent)

Information for Patients:

The Department of ___________________________ is participating in the research project “ESID (European Society for Immunodeficiencies) online Patient- and Research-Registry/Database”. This is a European internet database with password-protected access. The ESID database is coordinated and run from secure servers at the University Hospital Freiburg, Germany. The contact details of the coordinator are provided on the bottom of page two.

Aim of the project

The aim of this project is to compile the clinical and laboratory data of patients with primary immuno-deficiency diseases (PID), and thereby provide improved diagnosis, classification, prognosis and therapy for patients. The database focuses in particular on the registration of patients with very rare PID, as it provides a continuous long-term documentation. As a result, attending doctors can compare the data of patients with the same rare diagnosis in other European countries over a long period of time and apply this knowledge to their patients' therapy.

Therefore patient data obtained in the course of treatment is stored long-term for an indefinite period of time in the ESID database. This data will only be made available on request, and only on the agreement of your attending doctor, to Research Centres that are members of, or associated with ESID. These can be either medical centres that specialise in the treatment of PID, researchers investigating the cause of PID or epidemiologists.

Depending on the extent of your consent, a subset of the data can also be made available to pharmaceutical companies in the PPTA (Plasma Protein Therapeutics Association) who are financially sponsoring the project. These companies (currently Baxter, Biotest, Grifols, Kedrion, and Octapharma) use the data to improve existing medication or develop new medication. More information on these companies is available from PPTA Europe (Postal address: Boulevard Brand Whitlock 114/5, 1200 Brussels, Belgium; www.plasmatherapeutics.org).

No one else except these institutions will be granted access to the data. Under no circumstances will your data be made available to insurance companies. Publications on the basis of the data will always be anonymous.

Security of your Data in the Database

Only patient data relevant to your medical condition (year (not full date) of birth, laboratory and examination results) is stored and processed automatically without your personal data (name, place of residence). Your personal data is stored separately (on a separate server if entered by your doctor or his documenting assistant), and is not processed. Therefore the data that is processed is coded which means that the data obtained from the database is anonymous for researchers who analyse it, i.e., the identification of an individual patient by them is not possible. Use of this code enables the long-term documentation of data. Only the attending doctors (or
documenting assistants) can combine clinical data with personal data to update a specific patient’s data to enable long-term documentation.

In addition, if the genetic mutations (changes) causing your medical condition are known, they can be stored **anonymously** in a European database for the documentation and analysis of mutations involved in immunodeficiencies, if you agree. This database is hosted by the Institute of Medical Technology at the University of Tampere, Finland (http://bioinf.uta.fi/idr/) with the aim of collecting immunodeficiency data to improve the understanding of PID and ultimately improve the treatment of these diseases. Mutation data is transferred anonymously to this database through a secure connection from the ESID database.

**Voluntary participation**

Participation in this research project is voluntary and can be withdrawn at any time. Please inform the attending doctor in the department entered above in the form if you wish to change your mind. Alternatively you can contact the ESID Database coordinating team in Freiburg directly at the address given below. Refusal to participate will involve no penalty or loss of benefits to you. If you withdraw from the project, your data will no longer be stored in the database and existing data will be deleted on request. We ask you now to sign your consent by ticking the relevant boxes. Thank you for your participation.

Contact details:
ESID Database, c/o Dr. Kindle, University Hospital Freiburg, Hugstetter Straße 55, 79106 Freiburg, Germany. Email: registry@esid.org. Tel. +49-761-270-3445, Fax: +49-761-270-3531. www.esid.org

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**Statement of consent:**

I have been clearly and fully informed about my data privacy rights, in particular my right to request information on data stored about me.

**Please check at least one of the following:**

- [ ] I hereby give my consent that for the purpose of the research project „ESID Online Database“, confidential data relating to my primary immunodeficiency disease (PID) can be stored, processed and provided to **ESID associated research institutes** as described above.

- [ ] In addition I give my consent to making my PID relevant data available to **pharmaceutical companies** whose aim is to improve patient therapy.

- [ ] I also give my consent to the storage and processing of data on **genetic mutations (changes)** causing my PID.

_____________________________________
Date and signature of patient
Patient information and statement of consent for the maintenance of patient data on an Internet database for primary immunodeficiencies (informed consent)

Information for parents of paediatric patients:

The Department of ________________________________ is participating in the research project “ESID (European Society for Immunodeficiencies) online Patient- and Research-Registry/Database”. This is a European internet database with password-protected access. The ESID database is coordinated and run from secure servers at the University Hospital Freiburg, Germany. The contact details of the coordinator are provided on the bottom of page two.

Aim of the project

The aim of this project is to compile the clinical and laboratory data of patients with primary immunodeficiency diseases (PID), and thereby provide improved diagnosis, classification, prognosis and therapy for patients. The database focuses in particular on the registration of patients with very rare PID, as it provides a continuous long-term documentation. As a result, attending doctors can compare the data of patients with the same rare diagnosis in other European countries over a long period of time and apply this knowledge to their patients’ therapy. Therefore patient data obtained in the course of treatment is stored long-term for an indefinite period of time in the ESID database. This data will only be made available on request, and only on the agreement of your child’s attending doctor, to Research Centres that are members of, or associated with ESID. These can be either medical centres that specialise in the treatment of PID, researchers investigating the cause of PID or epidemiologists. Depending on the extent of your consent, a subset of the data can also be made available to pharmaceutical companies in the PPTA (Plasma Protein Therapeutics Association) who are financially sponsoring the project. These companies (currently Baxter, Biotest, Grifols, Kedrion, and Octapharma) use the data to improve existing medication or develop new medication. More information on these companies is available from PPTA Europe (Postal address: Boulevard Brand Whitlock 114/5, 1200 Brussels, Belgium; www.plasmatherapeutics.org).

No one else except these institutions will be granted access to the data. Under no circumstances will your child’s data be made available to insurance companies. Publications on the basis of the data will always be anonymous.

Security of your Data in the Database

Only patient data relevant to your child’s medical condition (year (and month if less than 12 years of age but not full date) of birth, laboratory and examination results) is stored and processed automatically without your child’s personal data (name, address). Your child’s personal data is stored separately (on a separate server, if entered by your doctor or his documenting assistant) and is not processed. Therefore the data that is processed is coded which means that the data obtained from the database is anonymous for researchers who analyse it, i.e. the identification of an individual patient is not possible. Use of this code enables the long-term documentation of data. Only the attending doctors (or documenting assistants) can combine clinical data with personal data to update a specific patient’s data to provide long-term documentation.
In addition, if the genetic mutations (changes) causing your child’s medical condition are known, they can be stored **anonymously** in a European database for the documentation and analysis of mutations involved in immunodeficiencies, if you agree. This database is hosted by the Institute of Medical Technology at the University of Tampere, Finland (http://bioinf.uta.fi/idr/) with the aim of collecting immunodeficiency data to improve the understanding of PID and ultimately improve the treatment of these diseases. Mutation data is transferred anonymously to this database through a secure connection from the ESID database.

**Voluntary participation**

Participation in this research project is voluntary and can be withdrawn at any time. Please inform the attending doctor in the department entered above in the form if you wish to change your mind. Alternatively you can contact the ESID Database coordinating team in Freiburg directly at the address given below. Refusal to participate will involve no penalty or loss of benefits to your child. If you withdraw from the project, your data will no longer be stored in the database and existing data will be deleted on request. We ask you now to sign your consent by ticking the relevant boxes. Thank you for your participation.

Contact details:
ESID Database, c/o Dr. Grimbacher/Dr. Kindle, University Hospital Freiburg, Hugstetter Straße 55, 79106 Freiburg, Germany. Email: registry@esid.org, Tel. +49-761-270-3445, Fax: +49-761-270-3531. www.esid.org

**Statement of consent:**

I have been clearly and fully informed about my child’s data privacy rights, in particular the right to request information on the data stored about my child.

Please check at least one of the following:

- I hereby give my consent that for the purpose of the research project „ESID Online Database“, confidential data relating to my child’s primary immunodeficiency disease (PID) can be stored, processed and provided to ESID associated research institutes as described above.

- In addition I hereby give my consent to making my child’s PID relevant data available to pharmaceutical companies whose aim is to improve patient therapy.

- I also give my consent for the storage and processing of data on genetic mutations (changes) that cause my child’s PID.

______________________________
Date and signature of parent or guardian of patient

ESID Online Database Informed Patient Consent – Version January 24th 2007