

OVERVIEW

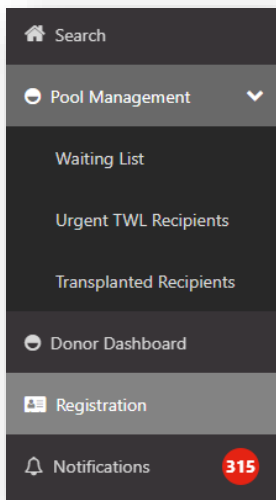
The development of the Transplantation Portal in OrganMatch has allowed the Transplant and Clinical units to manage their patients more efficiently in the system. This functionality of registration through the Transplantation Portal enables the hospital coordinators to register and enrol their patients and donors on the Transplant Waiting List (TWL), for Living Directed Donation (LDD) or Kidney Paired Donation (KPD).

Upon workup of patients and donors, the Transplant/Clinical unit will register the person through the Transplantation Portal prior to sending samples to the Tissue Typing Laboratory. Once the laboratory receive the samples any testing information is added to the records created by the unit. See Appendix 1 for the Transplant and Clinical units associated with each organ and state.

This document outlines the management of the registration process in the Laboratory Portal.

RECOMMENDED REGISTRATION PROCESS IN ORGANMATCH

1. The Coordinators at the Transplant/Clinical units register their patients for TWL or patient and donor for LDD, in OrganMatch via the Transplantation Portal when they have been assessed as eligible.



2. When the registration is submitted the status of the enrolment is **On Hold**. For renal recipients, the **On Hold Reason** is **In Progress** and for non-renal recipients the reason is **Waiting for Hospital Activation**.

Enrolments for transplant						
Current		History				
Role	Organ Program	Pathway	Waiting Time	Ready	Status	
Recipient	Liver	TWL	0 days	✘	On Hold	

- For non-renal recipients the laboratory staff will update the **On Hold** reason to **In Progress**, which stops the enrolment being activated from the Transplantation Portal prior to testing being complete.

Donor Type \*  
N/A

Status [View history](#)

Reason \*

Waiting for hospital activation ▼

Please Select...

In Progress

- Samples are collected and sent to the laboratories for histocompatibility testing as per the local process. If samples arrive prior to the patient or donor being registered, the laboratory will follow up with the transplant/clinical unit.

- An OrganMatch notification is generated to the Laboratory Portal indicating a new registration record has been submitted.

Notifications ×

*1 record/s found*

**Current** [History](#)

Last Updated On ↕	Last Updated By ↕	Notification ↕	Comment ↕
09/05/2023 13:54	[REDACTED]	A registration record has been submitted.	

**Note:** This notification is generated for every registration. If a second donor is registered with a patient for LDD a second notification is generated.

- If a blood group result is added during registration, a notification is generated to the Laboratory Portal to confirm the interim ABO.

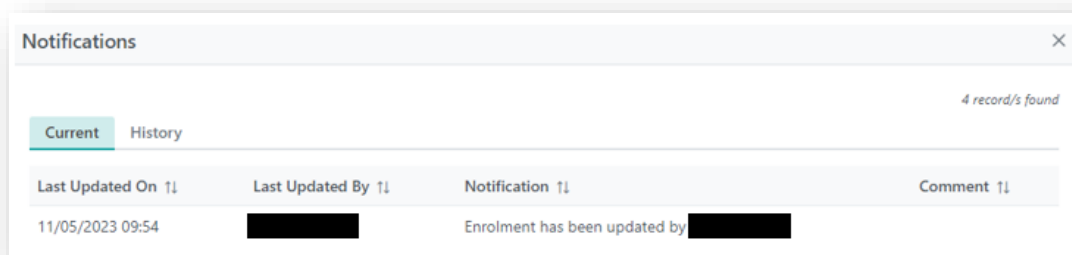
Notifications ×

*1 record/s found*

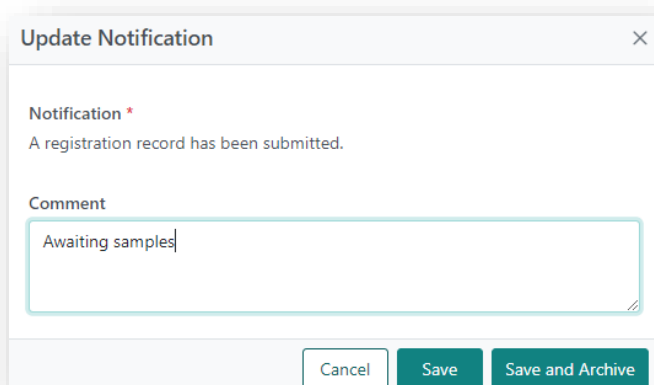
**Current** [History](#)

Last Updated On ↕	Last Updated By ↕	Notification ↕	Comment ↕
09/05/2023 08:25	[REDACTED]	Confirm Interim ABO	

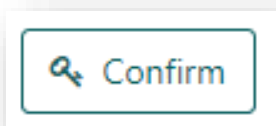
- If a patient has an active enrolment for LDD, a new registration will update the enrolment to **On Hold- In Progress**. A notification is generated to the Laboratory Portal that the enrolment has been updated by the user.



- The laboratories will add a comment to the notification that samples haven't been received and leave the notification active. Once samples are received, the notification can be archived.



- Laboratory staff will confirm the ABO result in OM from the NATA accredited report uploaded by the coordinator. For further information on ABO confirmation refer to *OM-055 Result Entry and Authorisation-Laboratory Portal*.



- Once testing is complete for TWL patients, laboratory staff will update the **On Hold** reason for the patient to **Waiting for Hospital Activation**.

Enrolment information	
Waiting Time 2 days	Date Enrolled 09/05/2023
Transplant Role * Recipient	Donor Type * N/A
Organ Program * Liver	Status <a href="#">View history</a> <div style="display: inline-block; border: 1px solid #ccc; padding: 2px;"> <span style="background-color: #008080; color: white; padding: 2px 5px;">On Hold</span> <span style="padding: 2px 5px;">Active</span> </div>
	Reason * <div style="border: 1px solid #ccc; padding: 2px;"> <span style="background-color: #f0f0f0; padding: 2px 5px;">Waiting for hospital activation</span> <span style="float: right;">▼</span> </div>

**Note:** The WA Tissue Typing Laboratory have a variation in process and update the patient status to **Active** once testing is complete.

11. A notification is generated to the Transplantation Portal that the On Hold Reason has been updated to Waiting for Hospital Activation. The coordinators can now activate the patient when required.

**Notification** ✕

[Edit](#)

**Notification \***  
On Hold Reason has been updated to Waiting for Hospital Activation for Kidney TWL

**Comment**  
-

Close

12. If the patient is for LDD, the laboratory will update the status and generate a report for the patient and donor as per local process.

## APPENDIX 1: TRANSPLANT / CLINICAL UNITS ASSOCIATIONS WITH STATE / TERRITORIES & ORGAN PROGRAMS

State/Territory	Organ	Transplant/Clinical Unit
ACT	Kidney	The Canberra Hospital.
NSW	Kidney	Westmead Hospital, Liverpool Hospital, St George Hospital, Prince of Wales Hospital, Royal North Shore Hospital, Sydney Children's Hospital, Wollongong Hospital, Lismore Hospital, St Vincent's Hospital Sydney, Westmead Children's Hospital, John Hunter Hospital, Royal Prince Alfred Hospital.
NT	Kidney	Royal Darwin Hospital, Alice Springs Hospital.
SA	Kidney	Royal Adelaide Hospital, Women and Children's Hospital, Flinders Medical Centre.
TAS	Kidney	Royal Hobart Hospital, Launceston General Hospital.
VIC	Kidney	Royal Melbourne Hospital, Bendigo Hospital, Geelong Hospital, Western Health Hospital, Northern Hospital, Monash Medical Centre, Monash Medical Centre Paediatric, Royal Children's Hospital, Alfred Hospital, Austin Hospital, Box Hill Hospital, St Vincent's Hospital Melbourne.
WA	Kidney	Fiona Stanley Hospital, Sir Charles Gairdner Hospital, Royal Perth Hospital, Perth Children's Hospital.
NSW, ACT, QLD, WA	Kidney/Pancreas	Westmead Hospital.
SA, NT	Kidney/Pancreas	Royal Adelaide Hospital.
VIC, TAS	Kidney/Pancreas	Monash Medical Centre.
NSW, ACT, SA, NT	Heart or Lung	St Vincent's Hospital Sydney.
QLD	Heart or Lung	Prince Charles Hospital.
SA	Heart or Lung	Royal Adelaide Hospital, Flinders Medical Centre.

VIC, TAS, SA	Heart or Lung	Alfred Hospital.
VIC, TAS paediatric	Heart or Lung	Royal Children's Hospital.
WA	Heart or Lung	Fiona Stanley Hospital.
NSW, ACT	Liver	Royal Prince Alfred Hospital.
NSW, ACT paediatric	Liver	Children's Hospital Westmead.
QLD	Liver	Princess Alexandra Hospital.
QLD paediatric	Liver	Lady Cilento Hospital.
SA	Liver	Flinders Medical Centre.
VIC, TAS	Liver	Austin Hospital.
VIC, TAS paediatric	Liver	Royal Children's Hospital.
WA	Liver	Sir Charles Gairdner Hospital.

## DEFINITIONS

Term/abbreviation	Definition
KPD	Kidney Paired Donation
LDD	Living Directed Donation
OM	OrganMatch
Registration	The process of creating a record and an enrolment for a patient or donor through the Transplantation Portal. This includes adding medical information and criteria required for matching on OrganMatch algorithms.
TWL	Transplant Waiting List

## REFERENCED INTERNAL DOCUMENTS

Document number	Source
OM-055	Result Entry and Authorisation- Laboratory Portal

## CHANGE HISTORY

Version number	Effective date	Summary of change
1	01/06/2022	New document
2	20/09/2022	Updated process to include Monash and Royal Adelaide Hospital
3	13/12/2022	Update for OrganMatch Sprint 39: <ul style="list-style-type: none"> <li>Two workflow diagrams updated with new process.</li> <li>Registration process updated with new functionality of patient status going to “on hold in progress” when registered.</li> </ul>
4	13/06/2023	<ul style="list-style-type: none"> <li>Updated document to new template.</li> <li>Included information for new LDD process.</li> <li>Update appendix 1 to include new VIC hospitals.</li> <li>Merged documents OM-SOP-046 Kidney TWL. Registration, OM-SOP-043 Heart and Lung TWL. Registration and OM-SOP-044 Liver TWL Registration.</li> <li>Updated title.</li> </ul>

5	Refer to footer	<ul style="list-style-type: none"> <li>• Step 12 updated to include variation in process for WA.</li> <li>• Update to appendix 1 to include new WA hospitals.</li> </ul>
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## ELECTRONIC SIGNATURE

Author	REBECCA SCAMMELL
Approver(s)	NARELLE WATSON