

A deceased organ donor is worked up by the Donate Life agencies who enter clinical data into the Electronic Donor Record (EDR). The EDR is integrated with OrganMatch, and the donor is enrolled via the Donation Portal (DP).

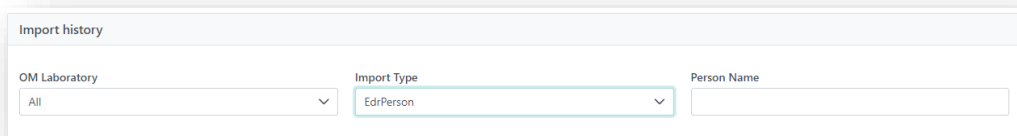
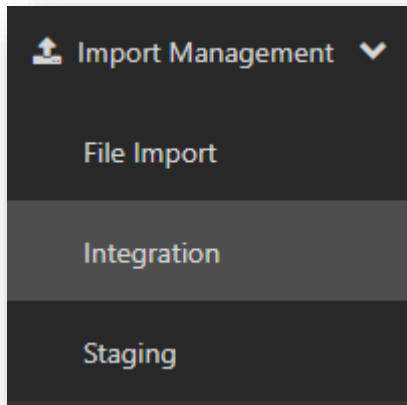
A minimum data set is required in the EDR for a transfer to occur to OrganMatch and the donor record and enrolment to be created.

Creation of the donor profile and donor enrolment in OrganMatch with the following set (minimum data set) of data being transferred to OrganMatch from the EDR:

- First Name, Last Name, Middle Name.
- Date of birth
- Donor ID
- Hospital
- Country
- Residential state.
- Hospital reference.

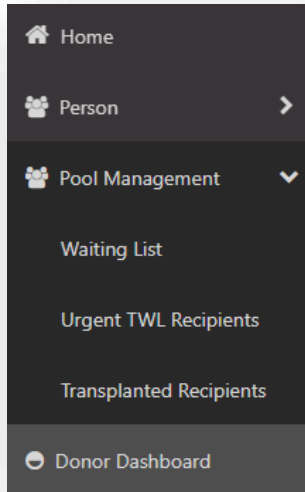
DECEASED DONOR ENROLMENT

Data transfers received from the EDR can be viewed as the **Import Type** EdrPerson in **Import management, Integration.**

A screenshot of a filter interface titled "Import history". It contains three dropdown menus: "OM Laboratory" with "All" selected, "Import Type" with "EdrPerson" selected, and "Person Name" which is currently empty.

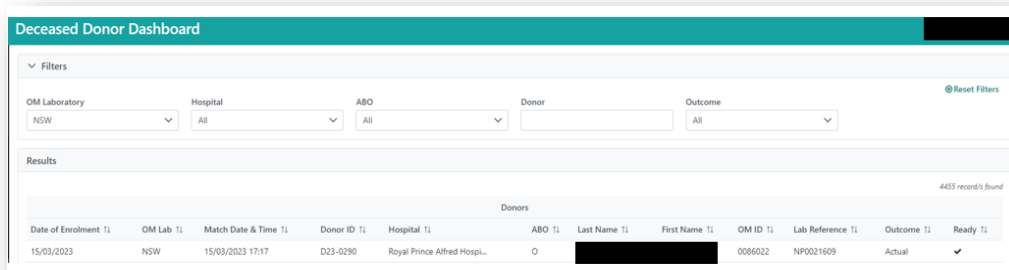
NEW DONOR RECORD

The donor will appear in the **Donor Dashboard** once the EDR transfer has occurred. The **Ready** column indicates whether the donor is ready for matching and clicking on the cross will open a pop up displaying the reasons the donor is not ready.



1. Find the Donor profile using Donor Dashboard. This will be viewable once the data is transferred from the EDR.

Do not add a Donor Enrolment to OrganMatch.



2. Click to expand **Demographic & contact details** and check the OM lab. The OM lab will be automatically created using the donor hospital location (see *Appendix 1*). If the hospital is on state borders the OM lab may need to be updated. First name, last name, Date of Birth and Ethnic Origin are transferred from the EDR.

Demographic & contact details

Main information

Last Name *	First Name *
[REDACTED]	[REDACTED]
Date of Birth *	Age
30/08/1952	70 years 6 months
Gender	
Male	
Ethnic Origin	Specific Ethnic Origin
Oceanian - Australian	

Contact information

OM Laboratory *

NSW

3. All medical information will be transferred from the EDR.

The following data can be viewed in Medical Information – Deceased Donor tab. This will include:

- Date of Death
- Cause of death
- Circumstance of death
- Donor pathway

Medical information

General Information Deceased Donor

Deceased Donor information

Donation Pathway	Referral Number	
Donation after Circulatory Death (DCD)	-	
Donor ID	Hospital	Hospital Reference
D23-0290	Royal Prince Alfred Hospital (NRPA)	2787599

Details of death

Date of Death

15/03/2023

EDR Cause of Death	EDR Circumstance of Death	Additional Details
[REDACTED]	[REDACTED]	[REDACTED]

Note: If the donor is the DCD pathway the **Date of Death** and **Donation Pathway** will be transferred from the EDR after completion of the donor.

- Click to expand **Program enrolments** and click on the **Deceased Donor** enrolment.

Role T1	Organ Program T1	Pathway T1	Waiting Time T1	Ready T1	Status T1
Deceased Donor	N/A	TWL	N/A	✓	N/A

All consented organs will be transferred to OrganMatch as available and updates to the status can be made by the Donate Life agencies through the DP. The organ status can be available or retrieved to link a transplant.

Note: If Lungs are consented for donation one organ will transfer into the enrolment. If two single lungs are transplanted, an additional lung needs to be added to the enrolment prior to linking the transplant. If Pancreas is consented for donation the Pancreas Islets will also transfer in the enrolment.

Enrolment information	
Waiting Time	Date Enrolled
N/A	20/03/2023
Transplant Role *	Donor Type *
Donor	Deceased
Organ Program *	
N/A	
Pathway	
TWL	
Unacceptable Antigen List	
N/A	
Organs	
Organs	Status
Liver	Available
Kidney	Available

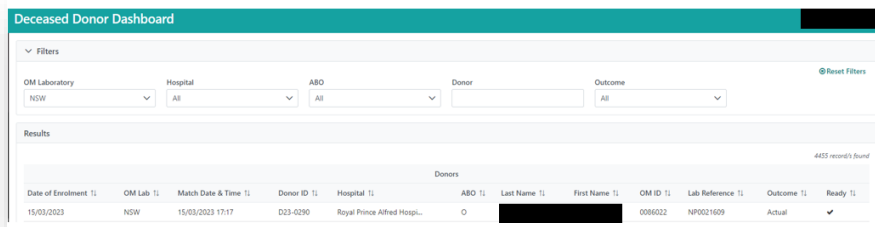
- If the organ is not transplanted, the **Organ Status** is updated by the Donate Life Agencies through the donation portal. The **Status** is selected as Retrieved or Not Retrieved with a selection from the **Reason** dropdown specifying why.

Organs	Status	Reason
Heart	Not Retrieved	Organ not offered - not medically suitable
Liver	Not Retrieved	Family Withdrew consent
Pancreas	Not Retrieved	Declined in offer process
Pancreas Islets	Not Retrieved	Organ not offered - age of donor
Kidney	Not Retrieved	Family Withdrew consent
Kidney	Not Retrieved	Family Withdrew consent

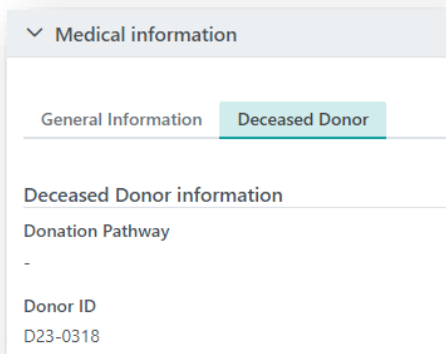
EXISTING PERSON RECORD

If a person has an existing record in OrganMatch a duplicate record will be created via the EDR integration transfer. This record is archived and the existing person record is updated with the new donor data.

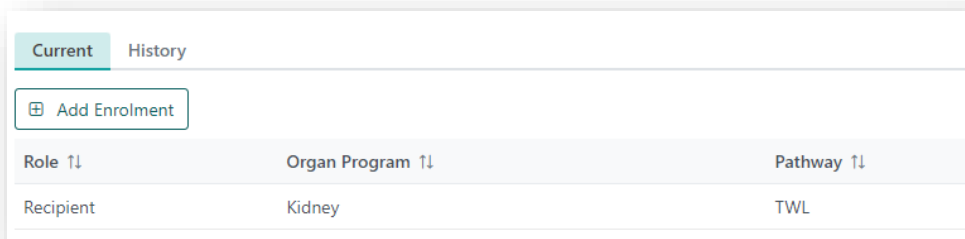
1. Search the **Donor Dashboard** for the donor record created via the EDR interface.



2. Remove the Donor ID from **Medical information**. Email OrganMatch support to archive the record.



3. Search for the existing person record. End the current enrolments and remove the Provider and Hospital links.



Hospital links

Current History

[Add Hospital Link](#)

Hospital 11

Royal North Shore Hospital - Renal Unit (NRNSR)

Gosford Hospital - Renal Unit (NGOSR)

Provider links

Current History

[Add Provider Link](#)

Provider 11

[Redacted]

RNS Renal Co-ordinators

[Redacted]

4. Add the Deceased donor enrolment but don't add any organs (they will be added via the EDR interface).

Enrolment

Enrolment information

Waiting Time	Date Enrolled
N/A	21/03/2023
Transplant Role *	Donor Type *
Donor	Deceased
Organ Program *	
N/A	
Pathway	
TWL	
Unacceptable Antigen List	
N/A	
Organs	
Organs	Status
No records found	

5. Add the **Donor ID** in **Medical information**.

Medical information

General Information **Deceased Donor**

Deceased Donor information

Donation Pathway

Please Select... ▾

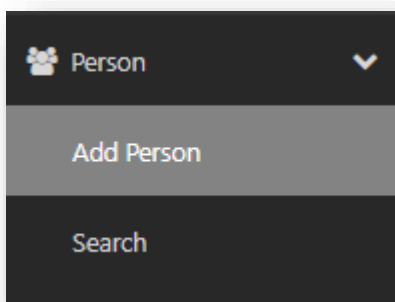
Donor ID

- Request Donate Life agencies to transfer the data form the EDR.

NEW ZEALAND DONOR RECORD

If a New Zealand deceased donor has offered organs to Australian recipients it may be necessary to create a record for the donor to issue virtual crossmatch results to the transplant unit.

- Select **Add Person** from the Person Menu.



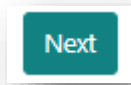
- Add the donor name and DOB. For example Donor Z0123 19/02/1995 is entered as **Last Name Z** and **First Name ZERO ONE TWO THREE**.

A screenshot of a web form titled 'Main details'. It contains several input fields:

- 'Last Name *' with the value 'Z'.
- 'First Name *' with the value 'Zero One Two Three'.
- 'Middle Name' (empty).
- 'Date of Birth *' with a date picker showing '19/02/1995' and a tooltip that reads 'Sunday, February 19, 1995'.
- 'Off System Donor' with an unchecked checkbox.

 A green 'Next' button is located at the bottom right of the form.

- Click **Next**. The system will search for duplicates and display them or continue to the **Add Person** screen. Refer to *OM-078 Person Details- Laboratory Portal* for further information about duplicate record check.



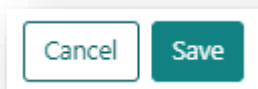
- Add the following fields:

- **Gender**
- **Blood group**
- **OM Laboratory** as NZ
- **Residential Country** as New Zealand
- **Residential State/Territory** as per the HLA typing report
- **National Reference** as the patient ID per the HLA typing report

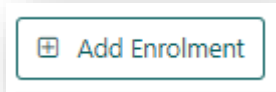
The screenshot shows a form with the following sections and fields:

- Main information:** Last Name (Z), First Name (Zero One Two Three), Date of Birth (19/02/1995), Gender (Female selected), Ethnic Origin (Please Select...), Specific Ethnic Origin.
- Blood group:** Interim ABO (O selected), Rhesus (Pos selected).
- Contact information:** OM Laboratory (NSW, QLD, SA, VIC, WA, NZ selected), Residential Country (New Zealand), Residential State/Territory (Auckland), Mobile Phone, Home Phone.
- Reference information:** National Reference (SXC285), Laboratory Reference.

- Click **Save**.



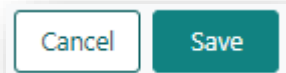
6. In **Program enrolments** click **Add Enrolment**.



7. Select the **Transplant Role** as Donor, **Donor Type** as Deceased and select the **Organs** being donated.

A screenshot of a web form titled "Add Enrolment" with a close button (X) in the top right corner. The form is divided into several sections. The "Enrolment information" section contains three fields: "Transplant Role" with a dropdown menu showing "Recipient" and "Donor" (selected), "Donor Type" with a dropdown menu showing "Deceased", and "Outcome" with a dropdown menu showing "Intended". Below this is the "Organ Program" section with the text "N/A". The "Pathway" section contains the text "TWL". The "Unacceptable Antigen List" section contains the text "N/A". The "Organs" section is a list of buttons: "Kidney", "Lung", "Heart", "Liver", "Pancreas", "Pancreas Islets", and "More". At the bottom right of the form are two buttons: "Cancel" and "Save".

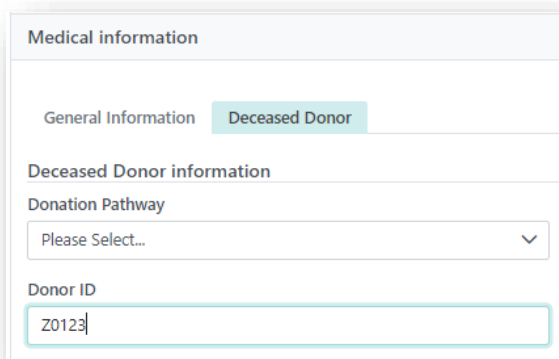
8. Click **Save**.



9. In **Medical information** add **Height** and **Weight**.

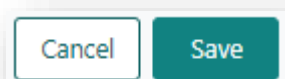
A screenshot of a web form titled "Medical information" with a dropdown arrow on the left. Below the title is a tabbed interface with two tabs: "General Information" (selected) and "Deceased Donor". Under the "General Information" tab, there is a section titled "Height & Weight" with two input fields: "Height (cms)" and "Weight (kg)". Both fields currently contain a hyphen (-).

- Click the **Deceased Donor** tab and add the **Donor ID** as the Z number eg Z0123.



The screenshot shows a 'Medical information' form with two tabs: 'General Information' and 'Deceased Donor'. The 'Deceased Donor' tab is active. Below the tabs is a section for 'Deceased Donor information' containing a 'Donation Pathway' dropdown menu with 'Please Select...' and a 'Donor ID' text input field containing 'Z0123'.

- Click **Save**.



The screenshot shows two buttons: a white 'Cancel' button and a teal 'Save' button.

- Proceed to add HLA typing and perform a virtual crossmatch. Refer to *OM-063 Deceased Donor Matching- Laboratory Portal* for further information.

ABO RESULTS

The Donate Life agencies upload an ABO report through the Donation Portal in the **Notes & attachments** section of the donor record. The report can be used to enter the result in the Laboratory Portal. Refer to *OM-055 Result Entry and Authorisation- Laboratory Portal* for further information on entering and confirming blood group results.

AUTHORISE MATCH KDRI AND KPDI IN ORGANMATCH

The Kidney Donor Profile Index (KDPI) is a numerical measure that combines nine donor factors specific to each deceased kidney donor, including clinical parameters and demographics, to express the quality of donor kidneys relative to other donor kidneys. The KDPI calculation is based on recent kidney survival figures, supplied by ANZDATA and the correlation with the parameters in the KDPI.

All data for the calculation of the match KDPI and KDRI will be received through the EDR interface. Data will be continuously updated through the interface. Prior to matching data, the KDPI and KDRI needs to be authorised

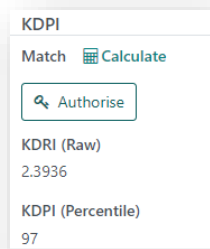
to stop these match data fields being updated in OrganMatch. A final push of data from the EDR should be requested from the Donate Life agencies prior to matching to ensure the KDPI calculation reflects the current results for the donor.

For paediatric donors (<18 years old) if the match KDPI percentile is calculated as more than 20%, the value will be capped at 20%. OrganMatch will automatically display the value as 20%. The audit KDPI percentile remains unchanged so the calculated percentile may be significantly higher than the displayed match KDPI percentile.

1. Search for the donor in the **Donor Dashboard**.

2. Click to expand **Program enrolments** and click on the **Deceased Donor** enrolment.

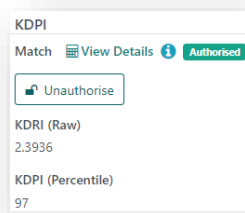
3. Click **Edit**, scroll down to the **KDPI Match** section and click **Authorise**. If the KDPI is not calculating, refer to **Troubleshooting**.



Note: If the KDPI is not authorised the following message will appear in the transplant waiting list matching screen:

“The KDPI for this deceased donor has not been authorised. Please check before proceeding to matching”.

4. If notified by the Donate Life agencies prior to matching, that changes have been made to any data fields that contribute to the KDPI calculation:
 - unauthorise the match KDPI – the data will be retransmitted.
 - repeat Steps 2 and 3 to re-authorise the result.



KDPI VALUES UPDATED AFTER TWL MATCH RUN

If the Donate Life agencies indicate the KDPI values have changes, then recalculation of KDPI may be required. If the TWL match has been run then perform the following:

If Match Event Assessments...	Then...
have not been performed	calculate the Match KDPI and KDRI as per Authorise Match KDRI and KPDI in Organmatch and proceed to re-matching.
have been performed	<ul style="list-style-type: none"> continue using the existing TWL match as the values will be populated in the Audit KDPI and KDRI instead. add a note to the donor record that the updated KDPI values were provided after matching.

AUDIT KDRI AND KDPI IN ORGANMATCH

Once match KDPI is authorised, all further updates of these data fields will be populated in **Audit** KDPI. Nothing further needs to be done with this data.

TROUBLESHOOTING

CALCULATE MATCH KDRI AND KDPI IN ORGANMATCH

The manual process described below is only used if the EDR OrganMatch Integration is not working.

1. Review the Match KDPI Form to ensure provided demographics are correct. Clarify any discrepancies with the Donate Life agency before commencing KDPI calculation.
2. Search for the donor in the **Donor Dashboard**.
3. Click to expand the **Medical information** tab and click **Edit**.

4. In the **General Information** tab enter **Height** and **Weight** as provided on Match KDPI form. Click **Save**.

Medical information

General Information Deceased Donor

Height & Weight

Height (cms) Weight (kg)

###

5. Click to expand the **Program enrolments** and click on the **Deceased Donor** enrolment.

Program enrolments

Current History View Notes

Add Enrolment

1 record/s found

Role T1	Organ Program T1	Pathway T1	Waiting Time T1	Ready T1	Status T1
Deceased Donor	N/A	TWL	N/A	✓	N/A

6. Click **Edit**, scroll down to the **KDPI Match** section and click **Calculate**.

KDPI

Match Calculate

KDRI (Raw)

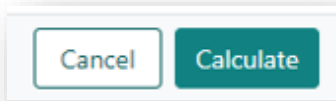
-

KDPI (Percentile)

-

7. Enter the donor details from Section 1 of the Match KDPI Form into the available fields on the Calculate Match KDPI screen. Click **Calculate**.

8. A second user must authorise the data. Click **Edit** on the **Deceased donor** enrolment and click **Calculate**.
9. If all details are correct, click **Cancel** and click **Authorise**.



INTENDED DONATION PATHWAY NOT DETERMINED

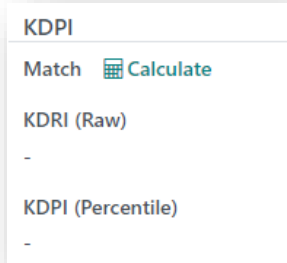
The default setting for the data fields in the KDPI is not determined. If the Donate Life agency selects Not Determined in the EDR for the intended donation pathway, the EDR interface will not perform an automatic calculation of the KDPI. This is due to OrganMatch not being able to distinguish between data fields not being completed and the pathway being selected as Not Determined. In this scenario the **Intended donation pathway DCD** field needs to be updated in the Lab Portal.

UPDATE THE MATCH KDPI

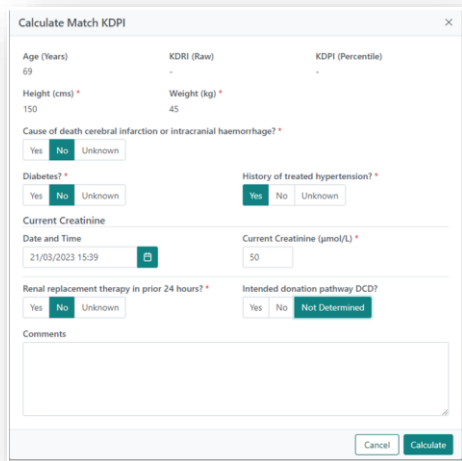
1. Search for the donor in the **Donor Dashboard**.

2. Click to expand **Program enrolments** and click on the **Deceased Donor** enrolment.

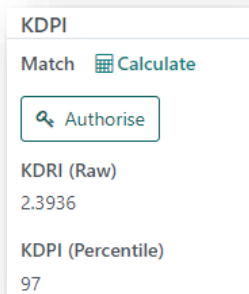
3. Click **Edit**, scroll down to the **KDPI Match** section and click **Calculate**.



4. Select **Not Determined** for **Intended donation pathway DCD**. Click **Calculate** and click **Save**.



5. A second user must authorise the data. Click **Edit** on the **Deceased donor** enrolment and click **Authorise**.



KDPI VALUES NOT PROVIDED

If KDPI values are unable to be provided then add a note to the donor record that *KDPI values were not provided at time of Kidney Allocation in OrganMatch, KDPI unable to be calculated*. Use Report Category - TWL Matching, select **Include in Notes section of Reports** as **Yes** and select **OOL** from the Report dropdown.

The screenshot shows a 'Add Note' dialog box with the following fields and values:

- Title ***: KDPI not provided
- Category**: Person
- Sub-Category ***: TWL Matching
- Report**: OOL
- Include in Notes section of Reports**: Yes (selected), No
- Internal Note**: Yes (selected), No
- Include in Match Event**: Yes, No (selected)
- Details ***: A rich text editor containing the text: *KDPI values were not provided at time of Kidney Allocation in OrganMatch, KDPI unable to be calculated.*

Buttons for 'Cancel' and 'Save' are located at the bottom right of the dialog.

APPENDIX 1: MAPPING RULES FOR HOSPITAL

Donor Hospital State	OrganMatch Lab
ACT	NSW
NT	SA
NSW	NSW
QLD	QLD
SA	SA
TAS	VIC
VIC	VIC
WA	WA

DEFINITIONS

Term/abbreviation	Definition
ABO	ABO blood group system
ANZDATA	Australia and New Zealand Dialysis and Transplant Registry
Audit KDPI	KDPI value calculated post donation
DP	Donation Portal
EDR	Electronic Donor Record – External software where Donor information is collected and stored
KDPI	Kidney Donor Profile Index
KDRI	Kidney Donor Risk Index
Match KDPI	KDPI value calculated at the time of kidney allocation
OM	OrganMatch

REFERENCED INTERNAL DOCUMENTS

Document number	Source
OM-055	Result Entry and Authorisation- Laboratory Portal
OM-063	Deceased Donor Matching- Laboratory Portal
OM-078	Person Details- Laboratory Portal

CHANGE HISTORY

Version number	Effective date	Summary of change
-	-	For previous change histories contact the National OrganMatch Office.
7	Refer to footer	Update for OrganMatch sprint 48: <ul style="list-style-type: none"> New Donor Record updated to reflect the changes to enrolment for Lungs and Pancreas. Other: <ul style="list-style-type: none"> Removed adding blood results and added reference for document to ABO results. Referenced Internal Documents table added. Recommendation of final push from EDR added to Authorise Match KDRI and KDPI.
8	28/05/2024	Update for OrganMatch sprint 52: <ul style="list-style-type: none"> Updated section for authorising match KDPI to include new capped value for paediatric donors. Other: <ul style="list-style-type: none"> Updated document title to remove automated. Added information for enrolling a NZ donor
9	Refer to footer	Update for OrganMatch sprint 54: <ul style="list-style-type: none"> New donor record section updated with change in process for Organ Status selection. Other: <ul style="list-style-type: none"> New donor record section updated with process for DCD donors and medical information.

ELECTRONIC SIGNATURE

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