SV3 Blood Pressure Form

1. PREPARATION FOR BLOOD PRESSURE MEASUREMENTS

    a. Time of Blood Pressure measurements: . . . . ___ ___ : ___ ___   AM or PM
          (noon = 12:00 pm)

    b. Cuff size ....Small adult (< 24 cm) ____ (1)   Adult (24-32 cm) ____ (2)

Circle SV1 Cuff Size
1 2 3 4

                              Large adult (33-41cm) ____ (3)   Thigh (42-52 cm) ____ (4)

    Wait five minutes seated

    c. Resting 30-second pulse . . . . ___ ___ / 30 seconds

    d. Pulse obliteration pressure (POP) . . . . ___ ___ ___ mm Hg

                                          + 6 0

    e. Random zero peak inflation level (PIL), minimum 180 mmHg . . . . ___ ___ ___ mm Hg

    f. Blood Pressure device # . . . . ._____

2. FIRST RANDOM ZERO BLOOD PRESSURE

                                                                    SBP / DBP

    a. Uncorrected value . . . . ___ ___ ___/ ___ ___ ___ mm Hg

    b. Zero Value . . . . .___ ___

    c. Corrected value (a - b) . . . . ___ ___ ___/ ___ ___ ___ mm Hg

    Wait 30 seconds

3. SECOND RANDOM ZERO BLOOD PRESSURE

    a. Uncorrected value . . . . ___ ___ ___/ ___ ___ ___ mm Hg

    b. Zero value . . . . .___ ___

    c. Corrected value (a - b) . . . . ___ ___ ___/ ___ ___ ___ mm Hg

4. SUM OF SV3 SBPs AND DBPs, Items 2c + 3c . . . . ___ ___ ___/ ___ ___ ___ mm Hg

5. SUM OF SV1 and SV2 SBPs AND DBPs, from SV2 (form #04, item #6) . . . . ___ ___ ___/ ___ ___ ___ mm Hg

6. SUM OF SV1, SV2 and SV3 SBPs AND DBPs, Items 4 + 5 . . . . .___ ___ ___ ___/ ___ ___ ___ mm Hg

Sum of SV1, SV2 and SV3 SBPs <720 or >954; sum of SV1, SV2 and SV3 DBPs (item #6) < 480 or > 570,
candidate is INELIGIBLE. Check ineligible on SV3 visit form.

If the sum of SBP (item #6) >1080 or the sum of DBP (item #6) >660, **refer participant to personal physician and
complete form #23.**.

Collected by (staff ID):_____
Entered by (staff ID):_____

Form #07   Version 1.1   6-Jul-1998

Administration and Coding Instructions for SV3 Blood Pressure Form

USE FOR: Blood pressure screening of potential participants.

PURPOSE: Determine eligibility.

The SV3 Blood Pressure Form must be filled out during each SV3 visit. ID # labels should be printed and placed on all pages of SV3 forms.

Some data collected on the form will indicate immediate exclusion and ineligible should be checked on the SV3 Visit Form (form #08) Additionally, some data may require that participants be referred to site medical staff for consultation and form #23 completed.

Type of Visit - Verify that the correct blood pressure form is being used for this visit by checking the visit code in the upper right corner. It should say "SV3". This is form #07

ID # - Neatly place the label for the ID number that has been assigned on the line, and check to make sure the numbers and letters have been copied correctly. Assure that the ID # contains the first three letters of the participant's last name and the first two letters of the first name. If the letters in the ID # do not match the name of the participant, something is wrong and will need to be corrected before going further. If an ID # number has not yet been assigned, leave blank and fill in later after the computer assigns an ID #.

BP Date - Clearly enter the date when the blood pressure measurements are obtained, use leading zeros as appropriate (08/14/1997 represents the date of August 14, 1997). Be sure to use a four digit year.

1. *Preparation for Blood Pressure Measurements*

Before the actual measurements are obtained, items a-f must be recorded. If there are any questions about preparing for or taking the measurements, refer to MOP, Chapter 11.

a. This should be the time the person is seated and the process is begun. Noon is 12:00 pm.

b. Use the same cuff size as used for this participant for SV1.

c. Obtain and record the resting 30-second pulse (radial artery) by counting the number of beats in 30 seconds.

d. Connect the cuff to a standard mercury sphygmomanometer to establish and record the pulse obliteration pressure (the pressure at which the radial pulse can no longer be felt).

e. Add 60 to the pulse obliteration pressure to obtain the random zero peak inflation level and record the result. If this value is less than 180, enter 180.

f. Record the device number for the blood pressure machine you will be using to take the blood pressure. This is a one digit field.

2.   ***Blood Pressure Readings***

Obtain two sitting blood pressure measurements using the random-zero device. Wait at least 30 seconds between each reading. Both readings and zero values are recorded to the nearest **even** number. Subtract the zero value from the corresponding reading with a hand calculator AFTER BOTH MEASUREMENTS ARE OBTAINED. Record the resulting corrected value for both of the measurements obtained. If DBP goes to 0 mmHg, use the 4th phase DBP for all BP measurements. Be sure to write in leading zeros if less than 100.

Add the two corrected SBP and DBP measurements (2c and 3c) together and record the sum in item #4. Record the sum of the SV1 and SV2 SBPs and DBPs in item #5. Add the sums of the SV1, SV2 and SV3 SBPs and DBPs (items #4 & #5) and record in item #6. The ineligible ranges are summarized at the bottom of the form. If ineligible, check ineligible on the SV2 visit form (#5). The escape BP levels are also shown at the bottom of the page. If these latter thresholds are reached, the participant needs to be referred for medical counseling and the BP escape tracking form (#23) should be filled out. Refer to MOP Chapter 8 for details and complete form #23.

3.   ***DASH Identification Number of Person Taking and Entering BP***

<u>Collected by</u> - record the Staff ID # of the person performing the blood pressure measurements.
<u>Entered by</u> - record the Staff ID # of the person entering the data in the computer.

General Coding Instructions

1) Use correct version of form. The correct version will always be on the file server.
2) Use either black or blue pen on all forms, not pencil.
3) Make sure that there is either a legible name or correct ID # or both, if needed, on each page of a form. It is strongly suggested that you use a printed label for ID numbers.
4) Make sure each question is answered. Be sure to resolve any questions before the respondent leaves and before entering data.
5) Check each question for ambiguous answers. Be sure to resolve these before the respondent leaves and before entering data.
6) Do not obliterate or erase any entry of the respondent.
7) All corrections are made by first making a slash through the incorrect entry and writing the correct entry next to it. Then, alongside the corrected entry, write your initials, the date of the correction and a note about why the correction was made (e.g., RL, 7/30/97, incorrect ID).
8) Flag any questions you are not sure of and give them to the clinic coordinator or dietitian for review.
9) Check all lead-in questions for correct skip patterns.
10) When filling out the "Reviewed by" and "Entered by" box, be sure to use the correct staff ID number. The "Entered by" staff ID # should not be written until the form is entered.

Coding Instructions for SV3 Blood Pressure Form

Visit and participant identification data:

ID #
ID # should have five alpha characters and five numerical digits. The alpha characters can be replaced by asterisks if there are not enough characters in the participant's name (e.g. ABCD*12345)

BP Date
Check for leading zeros and four digit year. If a date is missing, illegible, or the time frame is not within the cohort's dates, flag the form and resolve with clinic coordinator before entering the form. An audit will be created if data entered are outside the normal range or if data are missing.

1. Preparation for Blood Pressure Measurements

   a. Check for the correct time. The time should correspond to the DASH2 clinic operating hours. If the time is outside the operating hours, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing.

b. Check for the correct cuff size. The cuff size should correspond to the circled cuff size in the SV1 cuff size box. Use the same cuff size throughout the study. If the cuff size is not marked or does not correspond to the SV1 cuff size, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing.

c. The resting pulse should be a two digit field and cannot be missing. If the resting pulse is missing, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing.

d. The pulse obliteration pressure is a three digit field and cannot be missing. If the (POP) is missing, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing.

e. Check for correct addition. The random zero peak inflation level should equal the sum of the (POP) plus 60. If the sum is less than 180, write in 180 for the (PIL). If the (PIL) is missing or is outside the normal range, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing.

f. This is a one digit field. If the BP device # is missing, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing.

2. First Random Zero Blood Pressure

a. The uncorrected value should be an even number, this cannot be left blank. This field is a three digit field and a leading zero should be used if the value is less than three digits. If the value is missing, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing

b. The zero value should be an even number and cannot be left blank. This field is a two digit field, a leading zero should be used if the value is less than two digits. If the value is missing, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing

c. The corrected value should be an even number and should not be left blank. Check subtraction of zero value from uncorrected value. This field is a three digit field and a leading zero should be used if the value is less than three digits. If the value is missing, flag the

form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing

3 <u>Second Random Zero Blood Pressure</u>

    a. The uncorrected value should be an even number, this cannot be left blank. This field is a three digit field and a leading zero should be used if the value is less than three digits. If the value is missing, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing

    b. The zero value should be an even number and cannot be left blank. This field is a two digit field, a leading zero should be used if the value is less than two digits. If the value is missing, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing

    c. The corrected value should be an even number and should not be left blank. Check subtraction of zero value from uncorrected value. This field is a three digit field and a leading zero should be used if the value is less than three digits. If the value is missing, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing

4. <u>Sum of SV3 SBPs and DBPs.</u> Check for addition accuracy of 2c + 3c. This field is a three digit field and a leading zero should be used if the value is less than three digits. If the value is missing, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing.

5. <u>Sum of SV1 and SV2 SBPs and DBPs.</u> Enter the value from SV2 Form #04 item #6. This field is a three digit field and a leading zero should be used if the value is less than three digits. If the value is missing, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing.

6. <u>Sum of SV1, SV2 and SV3 SBPs and DBPs.</u> Check for addition accuracy of 4 + 5. The SBP field is a four digit field and a leading zero should be used if the value is less than four digits. The DBP field is a three digit field and a leading zero should be used if the value is less than three digits If the value is missing, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing.

7. <u>DASH Identification Number of Persons Taking BP and Entering Data</u>

Staff ID number of person performing the blood pressure measurements cannot be left blank. This is a three digit field and the first digit should always start with the site ID #. If the value is missing, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing.

Staff ID number of person entering the data cannot be left blank. This value should not be on the form until everything else on the form has been entered. This is a three digit field and the first digit should always start with the site ID #. If the value is missing, flag the form and resolve with the clinic coordinator. An audit will be created if data entered are outside the normal range or if data are missing.