My TOX Data

# MALAYSIAN TOXICOLOGICAL DATA

OUR SERVICES    SIGN UP    LOGIN

# SYSTEM USER GUIDE

## SERVICES

### Toxicological / Poisoning Case Notification

Submission of online toxicological case notification that leads to automated clinical information retrieval.

### Identification of Poisoning Substances

Need to identify a specific agent involved in a poisoning incident? Health professionals can utilise this function to aid identification of active substance prior to submission of the notification form.

### Treatment and Clinical Information Retrieval

Health professionals need to log-in/register to submit the online notification form of poisoning cases that are being managed before they are able to access clinical information on the toxicity of the substance associated with the case.

### Statistical Report Access for Stakeholders

Relevant authorities/policy makers and licensed user can access real-time analytical report of the toxicological cases notified via the system.

https://mytoxdata.usm.my

NATIONAL POISON CENTRE
PUSAT RACUN NEGARA

## CONTACT US

**OUR OFFICE**

National Poison Centre
Universiti Sains Malaysia
11800 Penang
Malaysia
604-657 0099

**OPERATIONAL HOURS**

Monday - Friday
8.10 am - 5.10 pm : 604-657 0099
5.10 pm - 10.10 pm : 012-430 9499

Saturday, Sunday and Public Holidays
8.10 am - 5.10 pm : 012-430 9499

## TABLE OF CONTENT

# 1. INTRODUCTION TO MyToxData SYSTEM

## 1.1 System Description

MyToxData stands for Malaysian Toxicological Database, an innovation system to enhance the effectiveness of the country's toxicology-related services. It was designed and developed by the National Poison Centre and the Center for Knowledge, Communication and Technology of Universiti Sains Malaysia.

As the name implies, the system also aims to improve the collection of epidemiological data for toxicology cases in Malaysia by facilitating medical professionals to report cases centrally to comply with the provisions of the relevant act. In addition to collecting toxicological case data, the system also serves as a database of chemical-based products as well as access to clinical information that can help them handle poisoning cases. This web-based system also allows access to statistical information by those directly or indirectly responsible for toxicology-related services in Malaysia. The collected data from the system will be an important reference to the relevant agencies to perform analysis and prepare a strategic plan for administration, services and policy improvement.

The key components of this system that can be utilized by various parties from the public and private sectors:
1. Notification / Reporting of poisoning cases referred to government / private facilities and by general public.
2. Access to clinical information for handling poisoning cases.
3. Chemical-based product and natural toxins database for identification purpose.
4. Access to up-to-date statistical information on reported cases of poisoning.

This web-based system does not require any software installation and is easily accessible using variety of wide range of mobile and desktop devices. New users, especially medical and health professionals just need to sign up for with very few simple steps at http://mytoxdata.usm.my and can immediately sign-in to use the system.

The system can be accessed using most internet browsers including Mozilla Firefox, Internet Explorer, Google Chrome, Microsoft Edge, Safari and other pre-installed internet browsers in mobile devices.

The system is easy to use and users will be very quick to master it. It was designed to be user-friendly and some users may not need to refer to the user manual. However, the detail contents of this manual will be very useful to guide healthcare providers in reporting of poisoning cases and at the same time obtain information that can be used as basic guidance in handling poisoning cases.

## 1.2 System Requirement and user interface

This is a web-based system compatible with most internet browsing software like Google Chrome, Mozilla Firefox, Safari, Opera and Microsoft Internet Explorer. No installation is needed for the system.

**NORMAL USERS INTERFACE - mainly for health professionals who will be filing poisoning notification and access clinical information.**
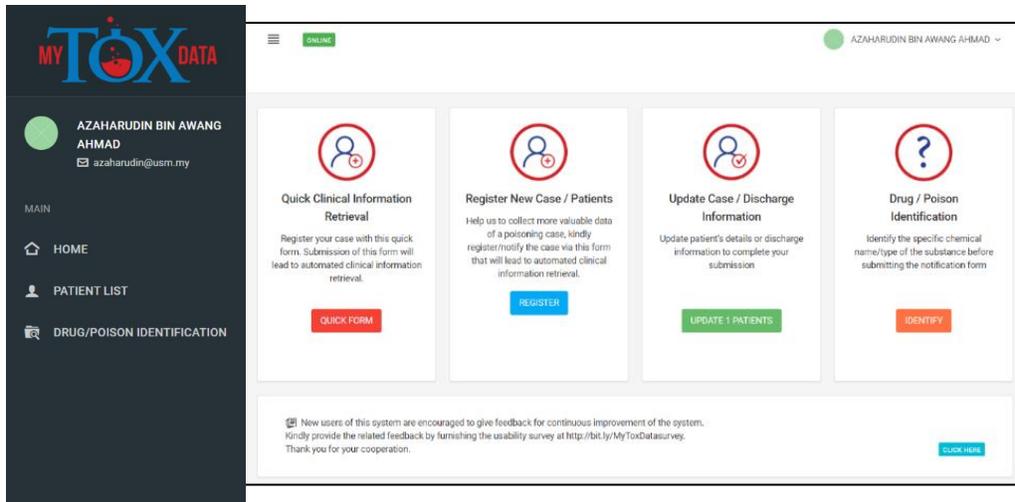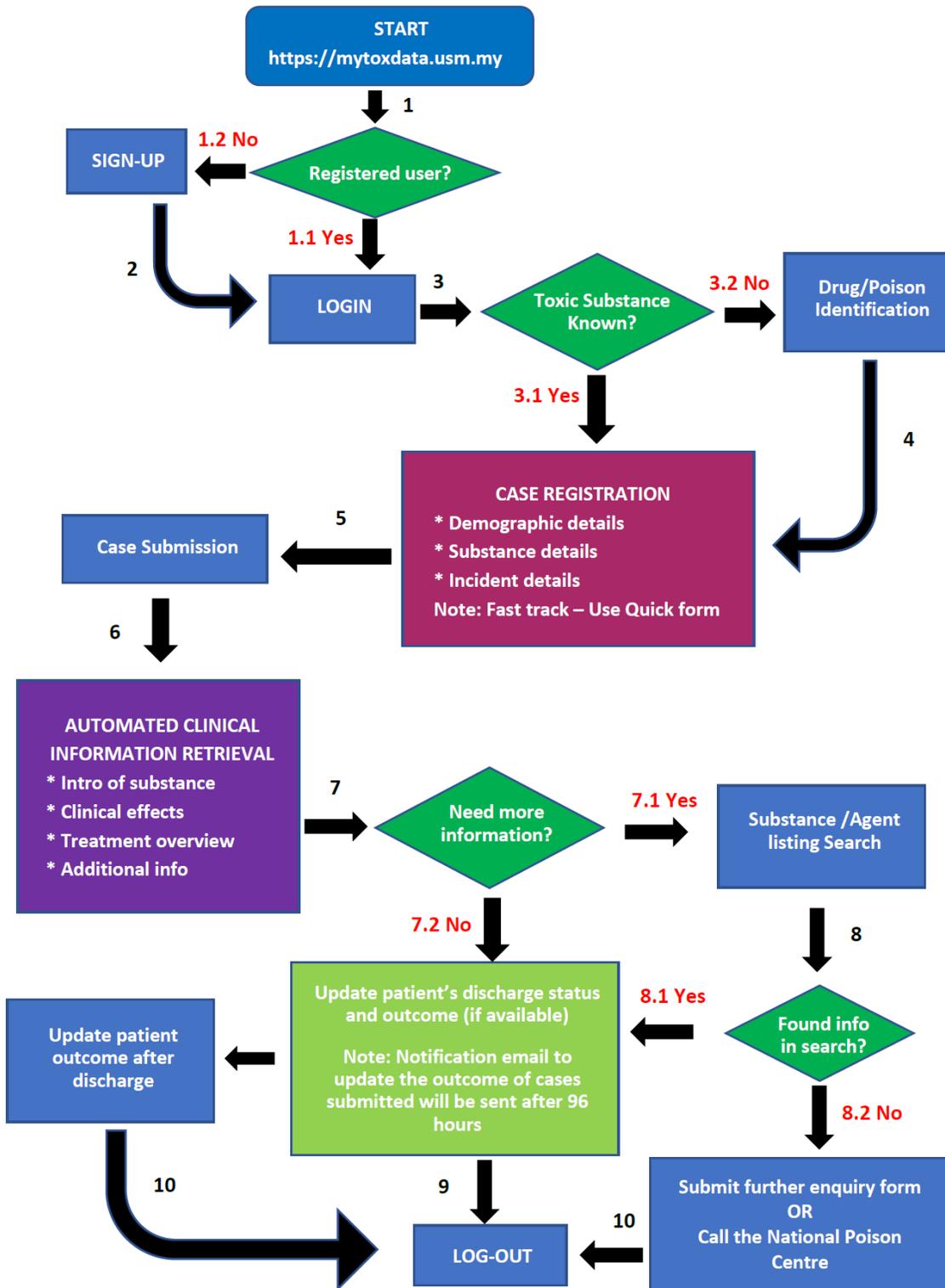


**This is system can be customized for ADVANCED/LICENSED USERS. Their roles will be set based on the customization where some available features are as below**
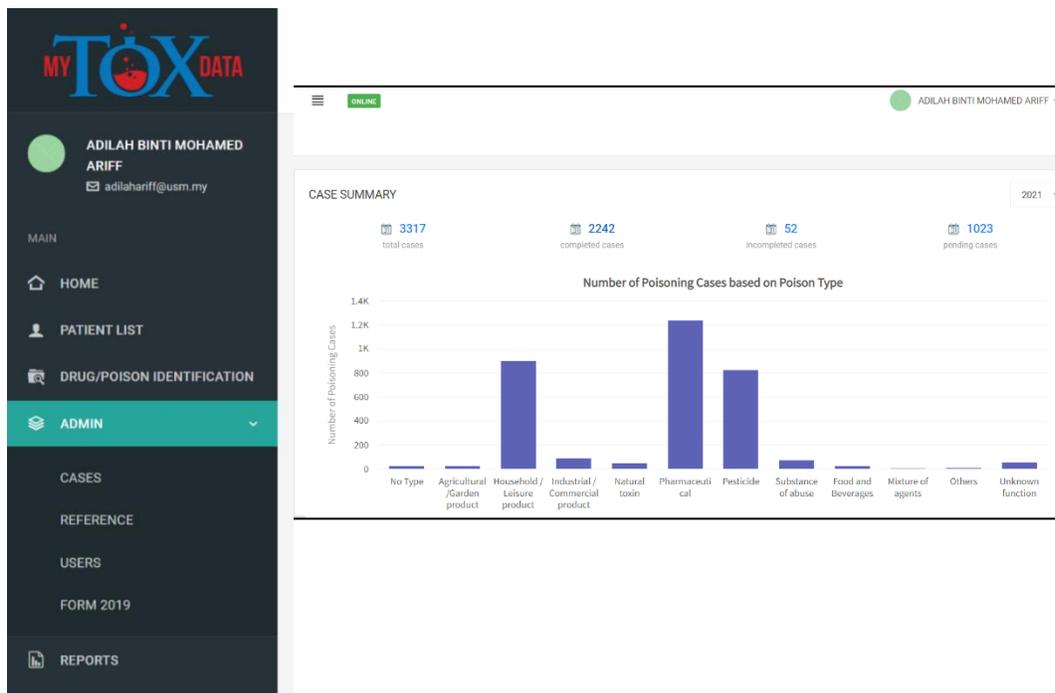
# 2. OVERALL SYSTEM FLOWCHART

## 2.1 Summary of Basic System Flowchart

**START**

https://mytoxdata.usm.my

**1**

**Registered user?**

**1.2 No** → **SIGN-UP**

**1.1 Yes**

**2**

**3** **LOGIN** → **Toxic Substance Known?**

**3.2 No** → **Drug/Poison Identification**

**3.1 Yes**

**4**

**CASE REGISTRATION**
* Demographic details
* Substance details
* Incident details
Note: Fast track – Use Quick form

**5** **Case Submission**

**6**

**AUTOMATED CLINICAL INFORMATION RETRIEVAL**
* Intro of substance
* Clinical effects
* Treatment overview
* Additional info

**7** **Need more information?**

**7.1 Yes** → **Substance /Agent listing Search**

**8**

**7.2 No**

**Found info in search?**

**8.1 Yes** → **Update patient's discharge status and outcome (if available)**

Note: Notification email to update the outcome of cases submitted will be sent after 96 hours

**8.2 No** → **Submit further enquiry form OR Call the National Poison Centre**

**Update patient outcome after discharge**

**10**

**9** **LOG-OUT**

**10**

## 2.2 User quick flow



## 3. SIGNING UP AND LOGIN

### 3.1 New user registration

1. Search MyToxData or Type the url: mytoxdata.usm.my and user will reach the landing page as below.
2. Click **SIGN UP** and a sign-up page will appear.
3. Fill in all the information needed (Box with * is compulsory to fill in)
4. Click [Create account +] to continue.
5. A notification email will be sent to the user's email address.
6. Click the link provided in the email, user will be directed to LOGIN page
7. Enter user ID (email address) and Password (created during SIGN UP) to access the system.

*Landing page: Click sign up to register as user of the system*

*Create account on the Sign-up page*
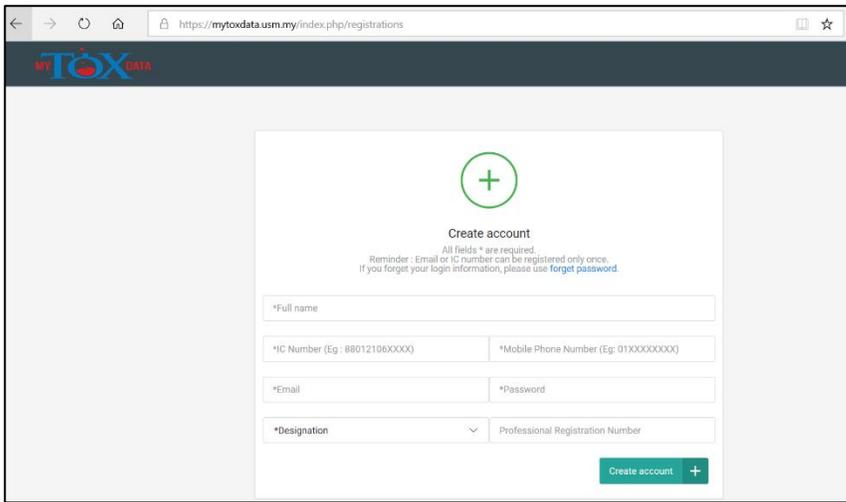
*Successful registration will be directed to login page*
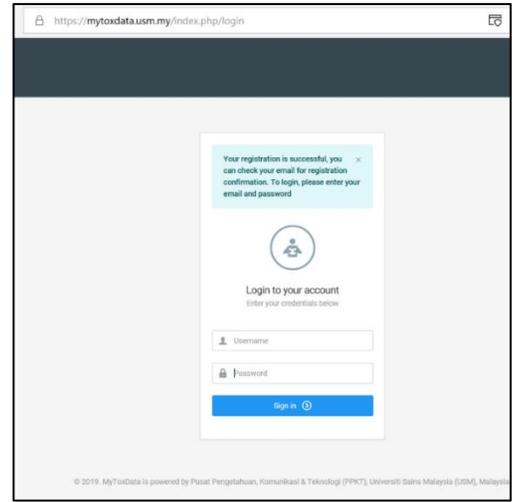




## 3.2 Registered user login and home page

To login to the system at any time after signing up, just login via the landing page of MyToxData System at mytoxdata.usm.my

*Click LOGIN to log-in to the system*
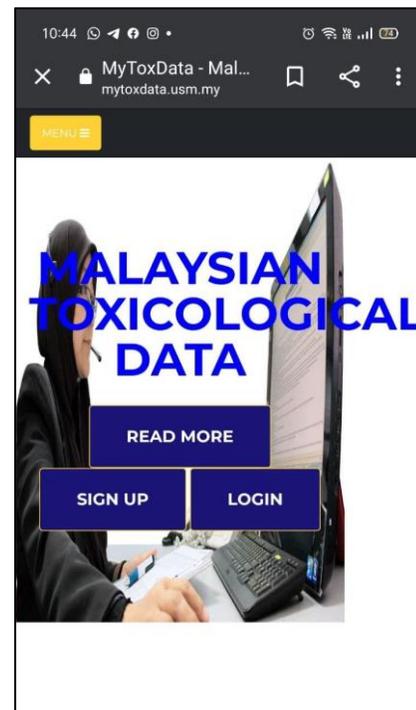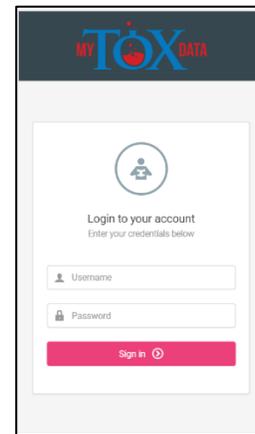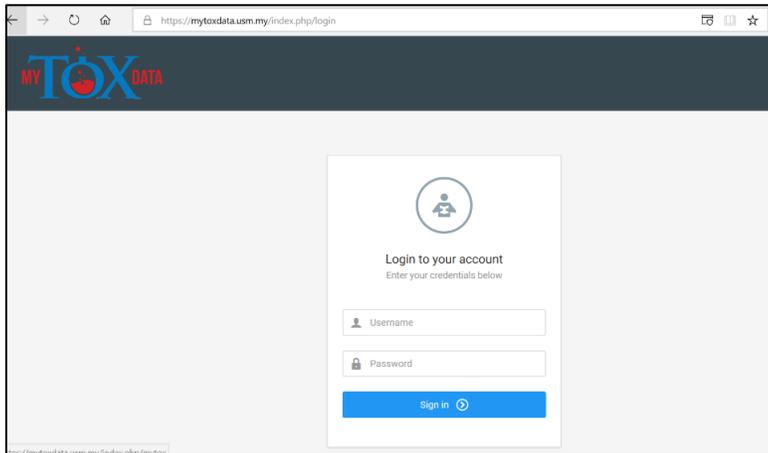
**Homepage (after login)**

FOUR main sections in Homepage:

1. **Quick Clinical Information Retrieval** – Register new case using this quick form for quick retrieval of clinical information
2. **Register New Case/Patients** – to register new case before user get access to the poisoning information
3. **Update Case/ Discharge Information** – to update registered cases discharge status and patient outcome
4. **Drug/Poison Identification** – to search for active substance by brand/trade name, common name or registrant/company name

# 4. DRUG/POISON IDENTIFICATION

User may need to use this section to identify specific chemical name/type of the substance before submitting any poisoning notification form. This search engine assists to identify the active substance of a known brand name product or a scientific name of a natural toxin with common/local name

## 4.1 Search using search engine

1. Click [🔍 DRUG/POISON IDENTIFICATION] on the left menu bar OR click [IDENTIFY] in Home page



2. Enter Common name / Brand name / Registrant name
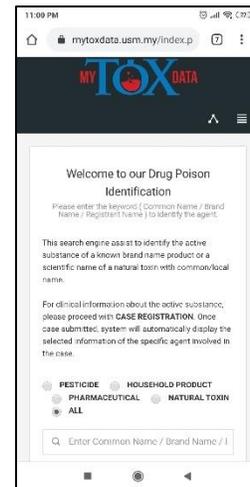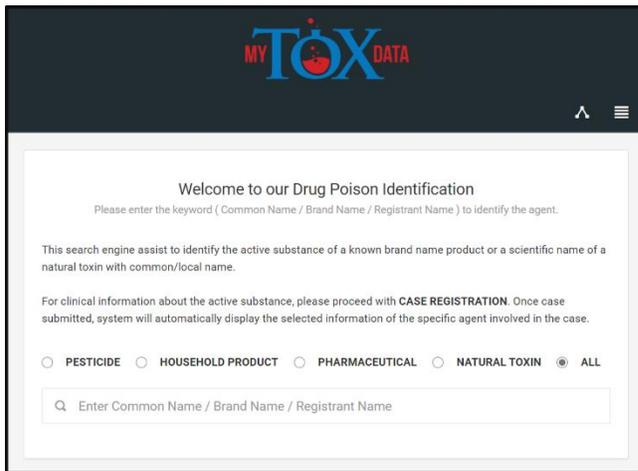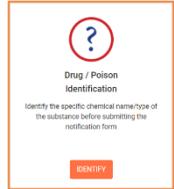


**Example of search**

**result for pesticide**

## 4.2 Search using external references sources /database

**If product is found, user can proceed with case registration using quick form or full form**

> Already got the identity/chemical name of the poisoning agent?
>
> For clinical information about the agent, please proceed with case registration. Once case submitted, system will automatically display the selected information of the specific agent involved
>
> [📄 Case Registration]   [📄 Quick Form for Information Retrieval]

**If product is not found, contact the National Poison Centre or proceed to search product in alternative external database for pesticide and pharmaceutical product. Hyperlink is given as below.**

> ℹ️ Can't find what you're looking for?
>
> This system only provide limited access to online identification based on common poisoning agent. Contact us for more details.
>
> [✉ Contact Us]

> ❓ Need More Information?
>
> Further information can be found at these links:
>
> 🔖 Registered pharmaceutical, cosmetic, traditional and complementary medicine products search
>
> ⬇ Registered pesticide list in Malaysia

# 5. FAST-TRACK – Quick Clinical Information Retrieval

## 5.1 Flowchart using quick/mini form to register a case

| | | |
|---|---|---|
| Sign-up (new user) | **Clinical info retrieval** | NPC staff will contact to follow up |
| Login (registered user) | Substance list search (if required) | NPC staff will fill-up the full details of the case |
| **Quick form** \* **Patient's details** \* **Substance name** | Enquiry form / Call NPC | Update patient's outcome / discharge |
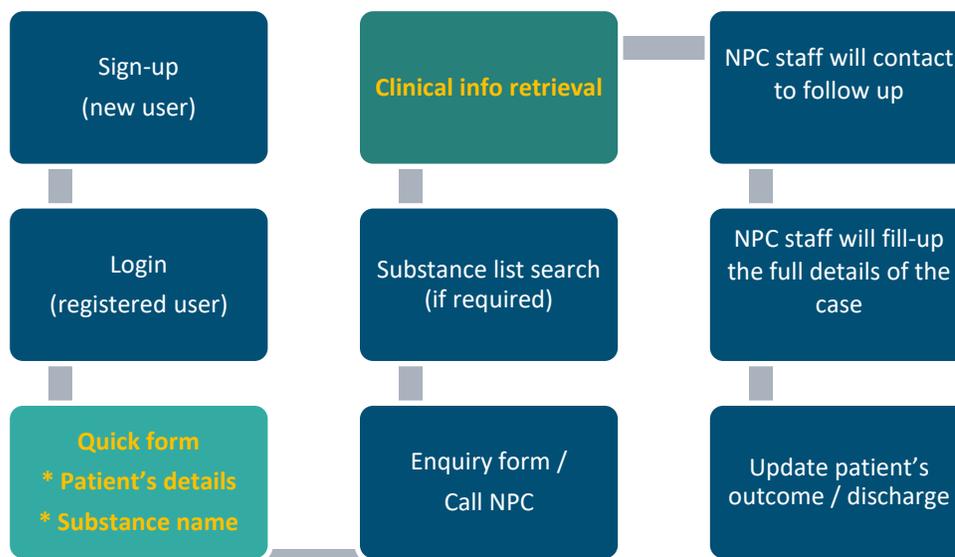
## 5.2 Quick form features

Fill-up QUICK FORM if user need a quick retrieval of clinical information in managing emergency cases



**MOBILE VIEW**

## Note for QUICK FORM

- Agents listed in quick form are limited to active ingredients or certain common name only.
- A dropdown list will appear to assist selection of active substance.
- If you have a brand name and need to check the active substance, go to Drug/Poison Identification section prior to filling-up the quick form (hyperlink is given in the quick form)
- If agent is not found in your search or the dropdown list, state the name in the designated field in the quick form

# 6. CASE REGISTRATION (NOTIFICATION/REPORTING)

## 6.1 Flowchart of case registration, amendment and updating

### Flowchart of Case Registration, Amendment and Updating
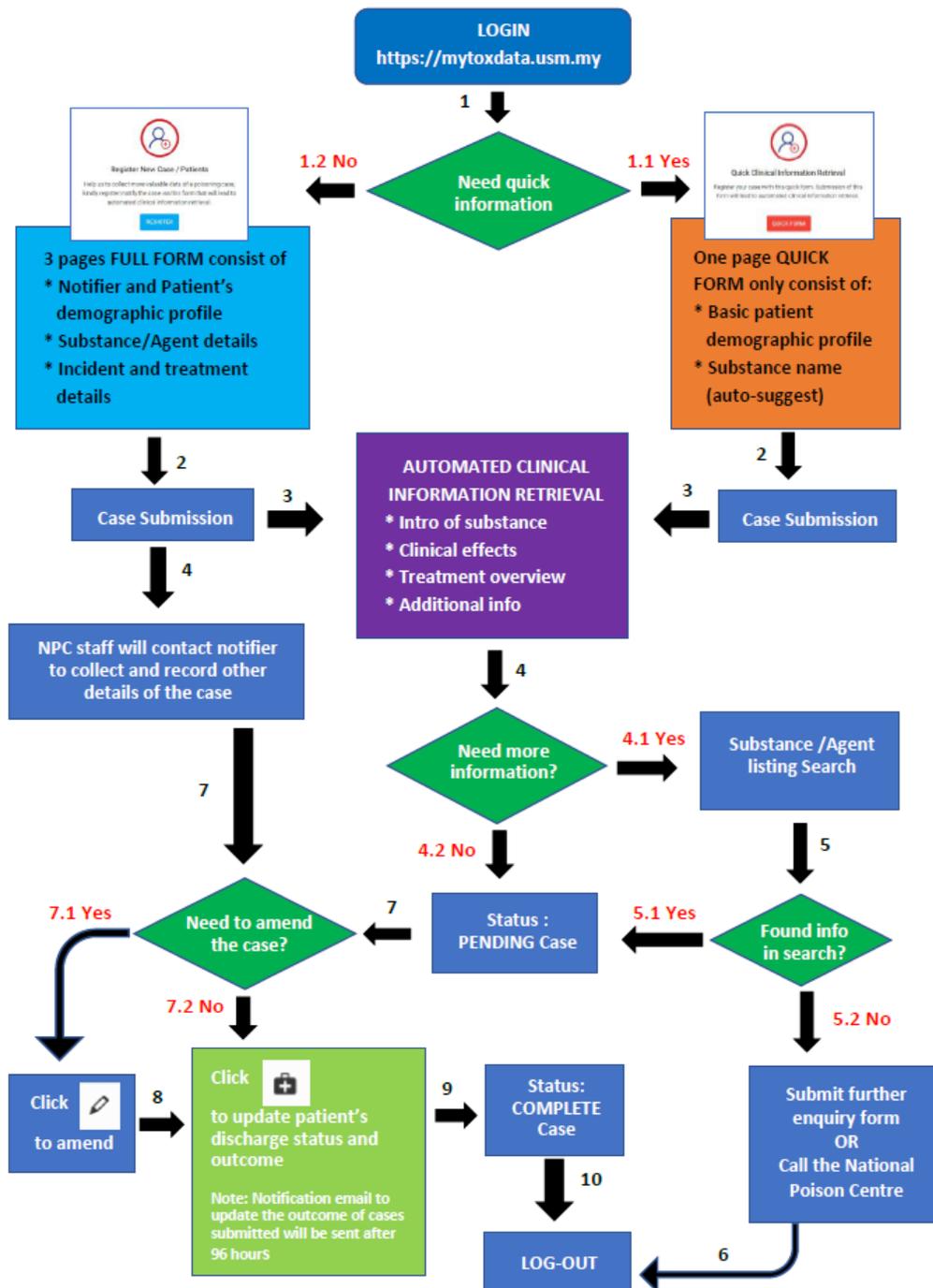
## 6.2 Form's field description

Case registration form consist of 3 pages with 5 basic sections:

Page 1: Case detail, Notifier's details, Patient's details

Page 2: Agent/Poison details

Page 3: Incident details, Risk & treatment



**Page 1: Notifier and Patient's Profile**

**P1a - Case detail**

Short description of case/topic & occurrence date

**P1b - Notifier details**

User profile will be auto-filled based on information submitted during sign-up.

**P1c - Patient's detail**

Demographic and medical/other history profile

**Note:**

**Fill-up all the required field * (red asterisk)**
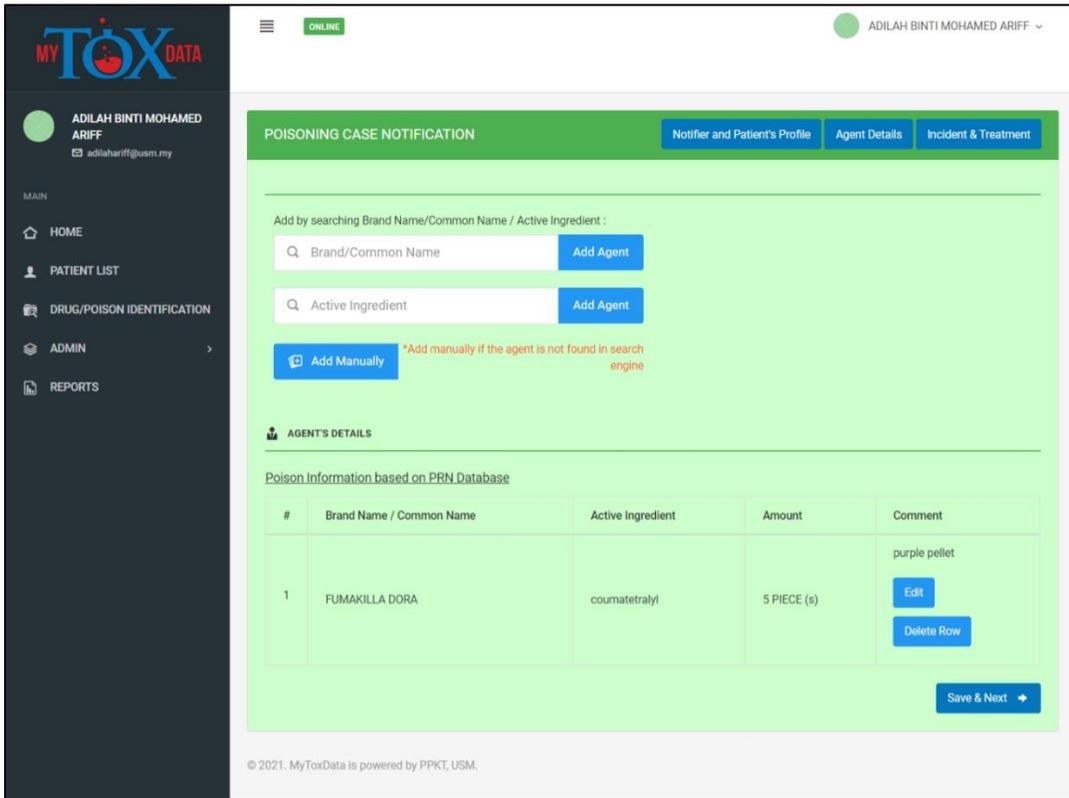
## Page 2: Agent Details

### P2a : Add agent using search engine

This system assist user to add/enter the implicated agent details by using search function to extract product information from its database.

There are 2 search fields available:



- to add by searching by brand/common name
- to add by searching by active ingredients.

**P2b : How to "ADD MANUALLY" the agent details**

If product is not found, user need to **ADD MANUALLY** the agent details.



*Add manually if the agent is not found in search engine
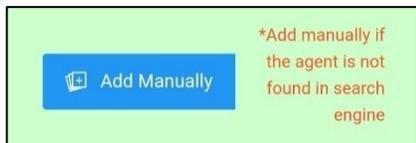
A blank **Poison Information Form** will appear. Fill up consecutively from top to bottom



Note: If more than one agent is involved, make another search or add manually after adding the first agent.

## Page 3 – Risk and Treatment

**P3a : Incident details – Type of incident, location and type of exposure, clinical features**

- ❖ **Type of incidents** – Intentional, Unintentional or Adverse Reaction. Select related subtype of incident if the case is Intentional or Unintentional
- ❖ **Location of exposure** – Home & Surrounding, Workplace and Others. Please specify the location if incident happened in Workplace or Others
- ❖ **Type of exposure** – Acute, Chronic, Acute on Chronic
- ❖ **Route of exposure** – Oral, inhalation, ocular or any other routes. Select all related route.
- ❖ **Clinical features** – Select Yes if patient's having signs and symptoms (SS). Then select all related SS options and specify other unlisted options.
- ❖ **Additional info on clinical features** – Use this section to describe any other information about clinical features. Eg: having multiple times of vomiting, patient is currently asymptomatic etc.

**P3b : Severity, treatment given, investigation and other poisoning comment**

❖ **Initial severity** – Grade the severity (minor to fatal) based on some main/initial clinical features of the case. Refer to Poisoning Severity Score grading guideline by WHO which is hyperlinked under the field.

❖ **Treatment given prior to enquiry** – Select all treatment given prior to enquiry to the NPC or prior to submitting the notification form.

❖ **Treatment given / investigation / other poisoning comment** - Specify other unlisted treatment options, investigation and other information that was not described at any other section of the form.

**P3c : Case submission**
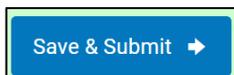
Click [ Save & Submit ➔ ] once completed all the 3 pages of the poisoning notification form.

# 7. RETRIEVAL OF CLINICAL INFORMATION

Once a case notification form submitted, user will be able to retrieve clinical information where the result window will display a set of required information about the substance/s involved in the case and its management.

## 7.1 Clinical information content:
a. Introduction of the substance
   **Brief information of substance and common brand name in Malaysian market**
b. Clinical effects
   **General and common information on clinical effects that result from exposure to the agent**
c. Treatment overview
   **An insight to approved treatment options in managing that particular poisoning case**
d. Additional notes
e. **This includes other useful information a medical staff may consider in managing the case effectively**
f. References
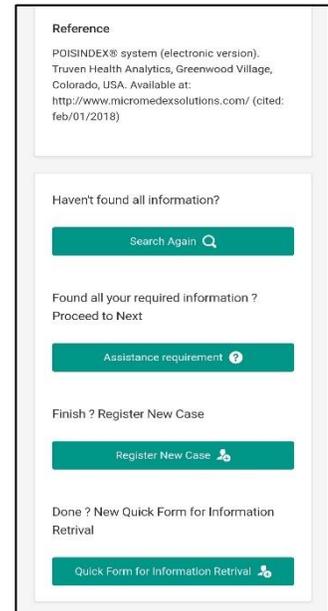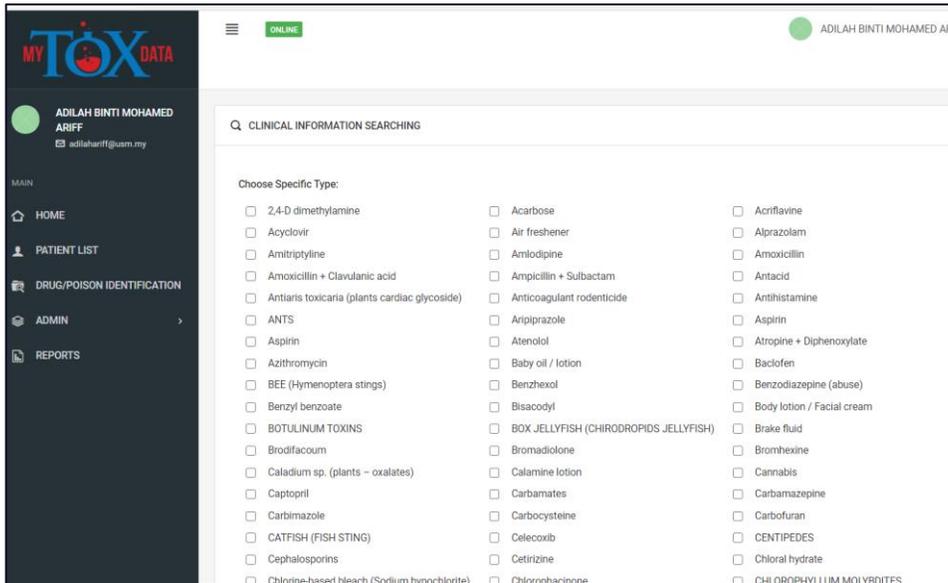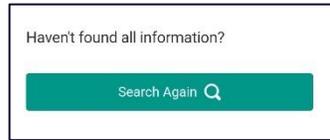   **Used references in relation to the poisoning case**



**Note:**
**Refer to additional tab for more clinical info if the substance involved is more than one.**

## 7.2 Additional Clinical Information Searching – Agent Listing

User may not retrieve clinical information for specific agent as expected. Additional assistances are available (listed below clinical information)

Click Search Again

Haven't found all information?

Search Again

Found all your required information ? Proceed to Next

Assistance requirement

Finish ? Register New Case

Register New Case

Done ? New Quick Form for Information Retrieval

Quick Form for Information Retrieval

**Select the info that user need further information and click**

Q  Find Clinical Information

## 7.3 Further assistance requirement – Enquiry Form

User may not retrieve clinical information for specific agent as expected. Additional assistances are available (listed below clinical information)
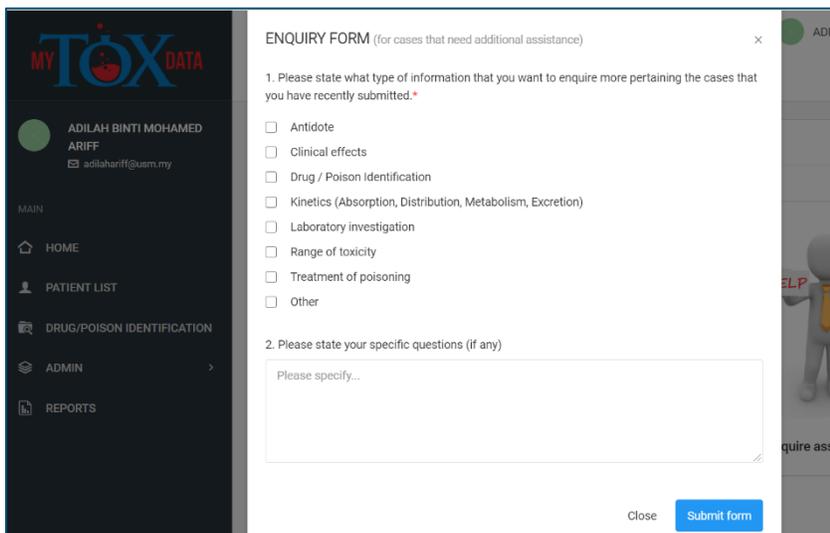
Need more information or assistance?

Assisstance Requirement
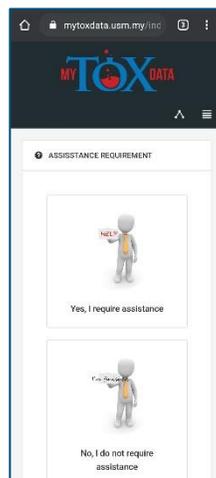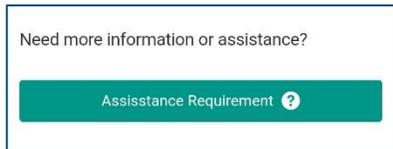
**Select Yes, I require assistance if further assistance is needed and fill up the enquiry form**



**16**

**Click**



Need more information or assistance?

Assisstance Requirement ❓
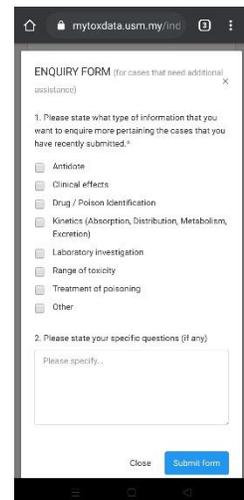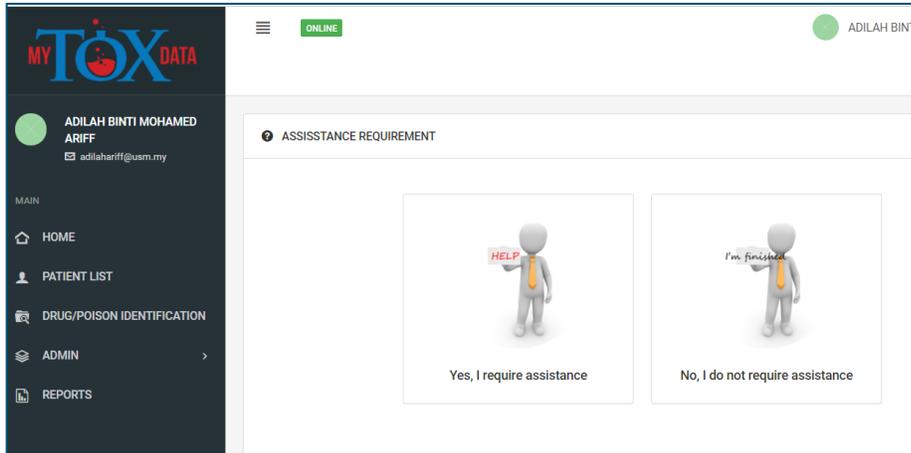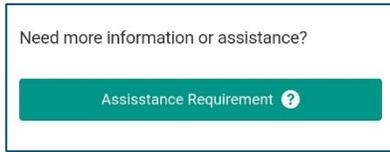


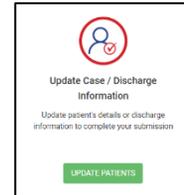**Select Yes, I require assistance if further assistance is needed**



**Fill up the enquiry form and Submit form**

# 8. CASE STATUS

## 8.1 Update / Amend Case status in Patient List Menu

*Click [ 👤 PATIENT LIST ] in the left menu bar, or [ UPDATE PATIENTS ] in Home Page

to access all submitted cases.



*Click **UPDATE CASE** [ ✎ ] to amend the submitted cases eg: updating progress of clinical features**,**

new suspected agent etc.



*Pending and Incomplete Cases*



*Completed cases list*

**3 main categories of case status:**

1. **Complete case –** Poisoning data entry was completed including patient discharge status and outcome was updated.

2. **Pending case –** Poisoning data entry was completed BUT patient discharge status and outcome was NOT YET updated.

3. **Incomplete case –** Poisoning data entry was NOT complete and case was not submitted. This may happen if during entry, network was disconnected, error occurred or system was auto logout after certain period of inactivity. After recovery period, user can continue to complete the case without the need to register new one or repeating data entry.

*In the patient list, user can **VIEW CASE** in the patient list page by clicking on  🔍



User can copy a short summary of the case and access Update Discharge Information link from this page.

## 8.2 Case Completion – Discharge Status & Outcome

Updating each case submitted is important to highlight the outcome status of each case.
Updating the case data or final outcome can be done at any time if case status is still PENDING.  It can also be done immediately after submission of each case.
Notification will be sent automatically by the system to user's email after 96 hours of case submission to remind on case update. Then a second reminder notification will be sent after 24 hours.



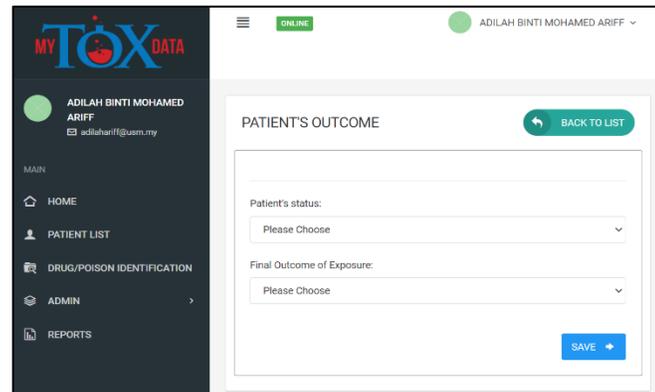Click **UPDATE PATIENT** to update discharge/outcome status information.
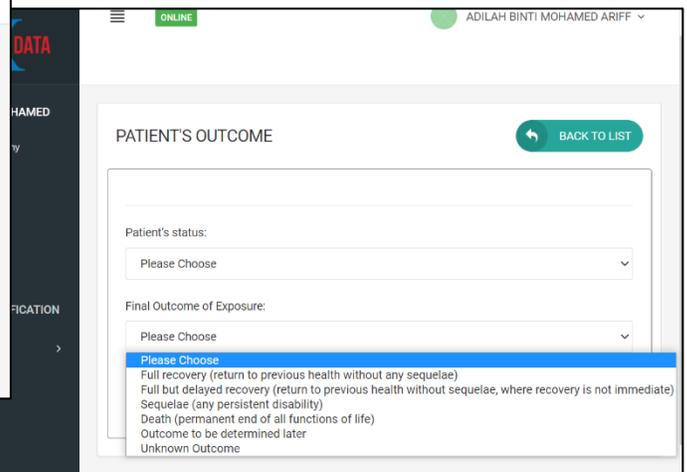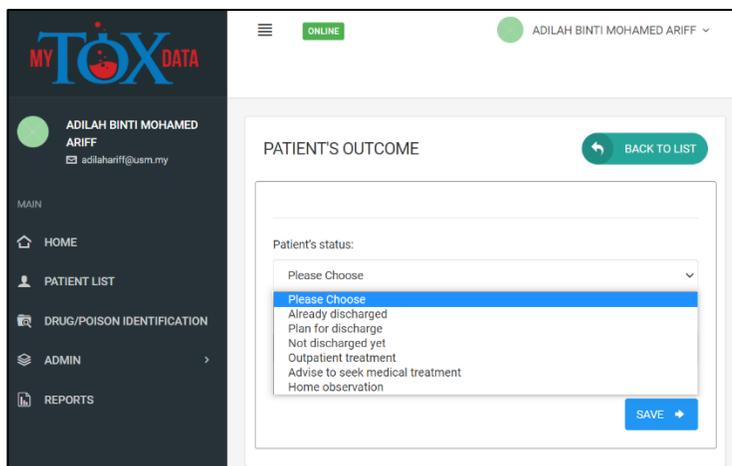
OR click  at Patient List

Two fields to choose related options:
i. Patient's status
ii. Final outcome of exposure



Select the status/outcome from the
Patient's status/outcome drop-down box

# 9. CONTACT US

## 9.1 E-mail enquiries and feedback on the system:
**mytoxdata@usm.my**

## 9.2 National Poison Centre Operating Hours



**CONTACT US**

🌐 **OUR OFFICE**

**National Poison Centre**
Universiti Sains Malaysia
11800 Penang
Malaysia
☎ 604-657 0099

👥 **OPERATIONAL HOURS**

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**Saturday, Sunday and Public Holidays**
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