British Society of Urogynaecology
Registered charity No 1143157

Standard Operating Procedure for use of The National BSUG database data.

This SOP pertains to the use of the national dataset from the BSUG database. Individual practitioners may use their own data as they wish within their own Trust's governance framework.

The BSUG database holds a wealth of data and was devised so that at a national level, we could look at outcomes following operative procedures, look at trends and in the future possibly create benchmarks. Its original purpose was as an audit database allowing individual consultants and units to collect data so that they have their own outcomes data at a click of a button. It can be used for research purposes too, retrospectively and prospectively.

The principles of how the database is used will be open and clear. This is extremely important as patients consent to their personal and surgical data being collected and retained, and likewise clinicians take the time to upload the data from their patients. The collection and handling of this information will be within the constraints of Data Protection Laws and Caldicott Principles.

Use of the National Dataset within the BSUG database for Simple data description, Audit and Trends.

- This is the primary function of the database.
- An annual report will be produced detailing the numbers of procedures, outcomes and complications (including the number of clinicians / units contributing although none will be identified.)

- As this is a primary function of the database and the committee, no research committee or membership approval is required.
- Publications from the above should credit the BSUG database users and authorship should be expressed in the following way: "The BSUG audit committee on behalf of all BSUG members" (named individuals could be named under acknowledgements).

Use of the National Dataset within BSUG database for Research

- Secondary function – looking at associations etc.
- Proposals for research projects should be made to the Research Committee (the criteria and proforma they use to vet such applications will be on the BSUG website). Those who have had proposals rejected will be provided with advice on how the proposal can be strengthened.
- Proposals for a project will only be accepted from clinicians who have uploaded 50 datasets.
- For transparency and inclusiveness, an outline of proposed projects will appear in the quarterly BSUG newsletter giving the membership an opportunity to make comments (within a specified time frame).
- When the database is being used for research purposes, the clinicians (database users) should be treated as being part of a research network and therefore their participation recognised with authorship detailed in the format 'xx, xx, xx, xx et al on behalf of the BSUG database users '
- As there is a cost implication to releasing the data (met by BSUG), a specified time frame will be set during which completion of the paper, release or presentation of the data would be expected. This time frame is negotiable and determined by complexity (set by Research Committee).

Table for application to the Research Committee:

Research Question	
Data required	
Methods	
Dissemination plan	
Support required	

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