



MyABDR Website **User Guide**

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LOOD (1300 025 663)



Support@blood.gov.au



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MyABDR Website

The MyABDR website allows users to track their own treatment and displays all entries recorded by the users. It includes treatments, bleeds, surgeries, stock on hand, memos, received products and discards. A MyABDR patient's product inventory can be maintained by the patient via MyABDR.

S My ABDR		
	By signing in to MyABDR you accept the <u>Terms &</u> <u>Conditions.</u>	
	Email	
1		
	Password	
	If you enter the incorrect information 3 times your account will be locked for 5 minutes.	
	۵	
	Accept Terms & Conditions and Sign In	
2	Forgot password?	
3	Unlock account?	
4	New user? Click here to register	
	For support, call 13 000 BLOOD (13 000 25663) or email <u>support@blood.gov.au</u>	
Terms & Conditions Privacy Colle	ction Notice <u>HTC Contacts</u> <u>Help</u> <u>Feedback</u> Test - V Australia/Sydney	ersion 3.16.1 09 Aug 2024 11:39

Figurer 1: MyABDR Homepage

Multifactor Authentication (MFA)

Multi Factor Authentication has been introduced to login to the MyABDR website and mobile application. Users are required to enter their email address and password and then provide authentication by:

- Email (click a link and receive a code)
- Okta Verify App (receive a code)
- Okta Verify App (push notification) •
- Phone (receive a code)

The mobile number and email used for authentication is the same as the one used for your account.

The Okta Verify Authentication App can be downloaded from the **Google Play Store** or **Apple Store**. The app must be linked to your account using the QR code.

Users will be required to enter their email address and password along with a verification code each time they login.

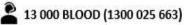


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1 First Login with MFA

Perform the following procedure If you are an existing user:

Steps	Actions
1.	Navigate to <u>MyABDR - Login</u> if not already there. Enter your Email and Password and select Sign in. Result: Get a verification email pop-up window appears.
2.	Click on Send me an email.
	Get a verification email ⑧ bloodbss.testing+TestUser94@gmail.com
	Send a verification email to com by clicking on "Send me an email".
	Send me an email
	Verify with something else
	Back to sign in
	Result: A verification code will be sent to your email.
3.	Enter the 6-digit verification code you have received on your registered email and select Verify .
	Verify with your email
	We sent an email to Enter the verification code in the text box.
	Enter Code
	Verify
	<u>Verify with something else</u> Back to sign in
	Result: A Set up security methods pop-up window will appear.



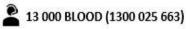
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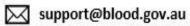
Steps	Actions
4.	To Set up security methods via phone (if already not set up), select Set up button.
	Set up security methods
	Security methods help protect your account by ensuring only you have access.
	Set up required
	Phone Verify with a code sent to your phone Used for access or recovery
	<u>Set up</u>
	Back to sign in Result: Set up Phone authentication pop-up window will appear.



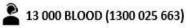
Steps	Actions	
5.	Enter your phone number and click on Receive a code via SMS to receive a 6-digit verification code.	
	Set up phone authentication Image: Set up phone number to receive a verification code via SMS. Image: Set up phone number Image: Set up phone nu	
6.	Enter the code you have received on your phone and click Verify.	
	Set up phone authentication (2) A code was sent to your phone . Enter the code below to verify. Carrier messaging charges may apply	
	Enter Code	
	<u>Return to authenticator list</u> <u>Back to sign in</u>	

Steps	Actions	
7.	If you would like to set up Okta Verify as an alternative security method, please proceed to <u>Heading 5: Setting up Okta Verify on mobile app</u> otherwise, click Continue.	
	Set up security methods	
	Security methods help protect your account by ensuring only you have access.	
	Set up optional	
	Okta Verify Okta Verify is an authenticator app, installed on your phone or computer, used to prove your identity Used for access	
	Continue	
	Back to sign in	
8.	Security methods set up is now complete. User can now select one of the following Multi Factor Authentication options to login into MyABDR.	





Steps	Actions
	Verify it's you with a security method
	Select from the following options
	Email com Select
	Enter a code Select Okta Verify Select
	Get a push notification Okta Verify
	Phone Select +61 XXX XXX Select
	Back to sign in
	Result : You can now access MyABDR Homepage and navigate the system as required.
	See MyABDR ABDR ABDR ABDR Below ABDR Below Below
	Welcome to MyABDR
	Record Treatment
	Stock on Hand
	• Biostate 250 IU x 6
	Notifications (0)
	There are currently no notifications.



1.1 On-going Login Process

Perform the following procedure if you are an **existing user**:

Steps	Actions
1.	Navigate to <u>MyABDR - Login</u> if not already there. Enter your Username and Password and select Sign in.
	Result: Verification security methods pop-up window appears.
2. After the first login and selection of a verification method, future logins will rememb use the chosen method until the user changes to Verify with something else .	
	Get a push notification
	8
	Push notification sent
	Send push automatically
	Verify with something else
	Back to sign in
	Enabling Push Notifications is recommended to reduce time taken to login using the Okta app.
3.	You will receive a Time Sensitive notification on the mobile.
	Image: Sensitive sensensitive sensitive sensitive sensitive sensitive sensi
	 Using push notification is the quickest way to get into the account and user does not require to add a verification code. User will only be prompted to receive a 6-digit verification code if user have chosen different security method. A one-time verification code will be sent to your chosen method.



Steps	Actions	
4.	Click Yes, it's me .	
	2:15 11 46 🗩	2:15 .11 4G 🗩
	BLOOD portal	Sign-in Notification Tips
		Verify Push Notifications Without Opening the App
	Did You Just Try to Sign In?	
	MyABDR	
	More Info	If your screen is unlocked 1. Touch and hold, or swipe down on the notification (on supported devices).
	🖵 Windows 10	2. Tap the approve option.
	Just now	From the lockscreen
	https://authenticate.blood.gov.au	 Touch and hold the notification. Tap the approve option.
		Learn More
	Yes, it's Me No, it's Not Me	Successfully responded to push authentication request
	Result: You can now access MyABDR Homepag	ge and navigate the system.



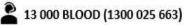


Steps	Actions
5.	You will receive an alert notification sent automatically to your email to confirm you are attempting to sign on. If this is not you, click on Report Suspicious Activity.
	New sign-on notification
	Support <support@blood.gov.au></support@blood.gov.au>
	(i) If there are problems with how this message is displayed, click here to view it in
	BLOODportal 😔
	National Blood Authority - New sign-on detected for your Okta account
	н
	Your Okta Account was just used to sign-in from a new or unrecognized device, browser, or application.
	Sign-In Details
	CHROMIUM_EDGE - Windows 10 Sun, August 4, 2024 Canberra, Australian Capital Territory, Australia IP: 203.13.3.110
	Don't recognize this activity?
	Your account may have been compromised; we recommend reporting the suspicious activity to your organization.
	Report Suspicious Activity
	The security of your account is very important to us and we want to ensure that you are updated when important actions are taken.

2 Forgot Password

Perform the following procedure if you have forgotten your **password**:

Steps	Actions
1.	Select the Forgot Password? link on the MyABDR homepage.
	Result: A Reset your password pop-up window appears.



Steps	Actions	
2.	Enter your Username and select Next .	
	Reset your password Email	
	Next	
	Provide the email last linked to your account. If your email has changed you can update it when you are logged in. You can choose to receive a verification code by email or SMS. If you need support, please contact the Blood Operations Centre on 13 000 BLOOD (13 000 25663).	
	Back to sign in Result: Verify security methods pop-up window will appear.	
3.	Select one of the following options.	
	Reset your password	
	Verify with one of the following security methods to reset your password.	
	Email <u>Select</u>	
	Phone +61 XXX XXX Select	
	<u>Back to sign in</u>	

Steps	Actions					
	Result : A Verification Code will be sent based on the option user chooses. Enter the 6-digit Verification Code and select Verify. A window will appear with the option to create a new password.					
	This code expires in 10 minutes.					
4.	Enter new password and select Reset Password.					
	Reset your password					
	8 .com					
	Password requirements:					
	At least 14 characters					
	A lowercase letter					
	An uppercase letter					
	 No parts of your username 					
	 Password can't be the same as your last 10 					
	passwords					
	New password					
	٢					
	Re-enter password					
	Reset Password					
	Provide the email last linked to your account. If your email has changed you can update it when you are logged in. You can choose to receive a verification code by email or SMS. If you need support, please contact the Blood Operations Centre on 13 000 BLOOD (13 000 25663).					
	Back to sign in					
	Result : You can now access MyABDR Homepage and navigate the system as required.					

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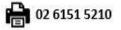


3 **Unlock Account**

Perform the following procedure if you have forgotten your **username**:

Steps	Actions						
1.	If you enter the incorrect information 3 times your account will be locked for 5 minutes. Alternately you can unlock your account. Click on Unlock account? on Sign in page. Result: Verify security methods pop-up window will appear.						
2.	Enter your Username and follow the prompts to Verify the security method .						
	Verify it's you with a security method						
	Select from the following options						
	Email						
	Email Select						
	Phone <u>Select</u>						
	<u>Back to sign in</u>						
	Result : A Verification Code will be sent based on the option user chooses. Enter the 6-digit Verification Code and select Verify . Verify with your password window will appear.						
	This code expires in 10 minutes.						
3.	Enter the password to log in to your MyABDR account.						



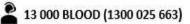


Steps	Actions		
		Verify with your password	
		Verify Forgot password? Back to sign in	

New User/Click here to register 4

Perform the following procedure to create a new BloodPortal Account:

Steps	Actions
1.	If you are a new user, go to <u>MyABDR - Login</u> and click the <u>MyABDR Account Login</u> hyperlink, located directly below the Sign in button.
	You can add this link to your Favourites bar for ease of access for the next time you log in.
	Result: The MyABDR registration page will open.



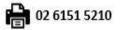


Steps	Actions
	S MyABDR
	MyABDR Registration
	I request to access and input MyABDR data for the following patient/s
	Patient Details
	ABDR ID (if known): On ABDR treatment patient card. Optional
	Given Name: *
	Family Name: *
	Date of Birth: *
	My Relationship to Patient:*
	Haemophilia Treatment
	Centre: *
	Add Another Patient
	My Details
	Email Address: *
	Confirm Email Address: *
	This email address will be used to log in to MyABDR and for password resets.
	Family Name: *
	Mobile Phone: *
	Password resets will also be sent to this number via SMS.
	Security Questions
	Security Question 1:*
	Answer 1:*
	Security Question 2: *
	Answer 2: *
	I accept the Terms and Click here to view the Terms and Conditions. *
	I confirm the details
	provided are true and correct: *
	Submit Cancel

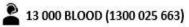


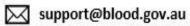
Steps	Actions			
	• Fields marked with a red Asterix (*) are mandatory to create a MyABDR account and for the NBA to confirm your identity before granting access.			
	The Email Address and Mobile Phone number you provide will be used if you forget your Username or Password.			
	• Keep your personal information such as email or phone number, up to date. Log into MYABDR and change your Account details if/as required.			
	• Two (2) additional verification questions have been implemented to enhance the security of your account. These will be prompted in case of a locked account, forgotten username or password reset is required.			
	 If you have any concerns regarding privacy of your personal information, refer to <u>http://www.blood.gov.au/privacy</u> or email <u>privacy@blood.gov.au</u> before selecting 'Accept'. 			
	• The <u>privacy@blood.gov.au</u> email is sent to a Group "Freedom of Information' mailbox that includes a member of the Legal Counsel and the Executive team.			
	A temporary password for your new account will be sent to your nominated email address and mobile phone number.			
2.	Complete the form, click on the C checkbox to view the Terms and Conditions and click Accept and Submit to continue.			
3.	If Step 2 succeeds, you will be taken to the Account Registered screen, indicating your account has been registered.			
	A Temporary Password will be sent to your nominated email address and mobile phone number within 30 seconds.			
	• The first time you login with your Username and Temporary Password , you will be prompted to Set up password .			
4.	Once you set up a password as per password requirements, Click Change Password.			





Steps	Actions
	®
	Password requirements:
	 At least 14 characters A lowercase letter An uppercase letter No parts of your username Password can't be the same as your last 10 passwords
	New password
	Re-enter password
	Change Password
	Back to sign in
	Result: Set up security methods popup screen appears.
5.	To Set up security methods, please refer to <u>Heading 1 First Login with MFA</u> and follow the steps.

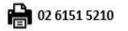




Setting up Okta Verify on mobile app 5

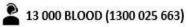
Steps	Actions
1.	To set up Okta Verify , select Set up .
	Set up security methods
	Security methods help protect your account by ensuring only you have access.
	Set up optional
	Okta Verify Okta Verify is an authenticator app, installed on your phone or computer, used to prove your identity Used for access
	<u>Set up</u>
	Continue
	Back to sign in
	Result: A QR code will generate on the screen and prompt you to download Okta Verify app.

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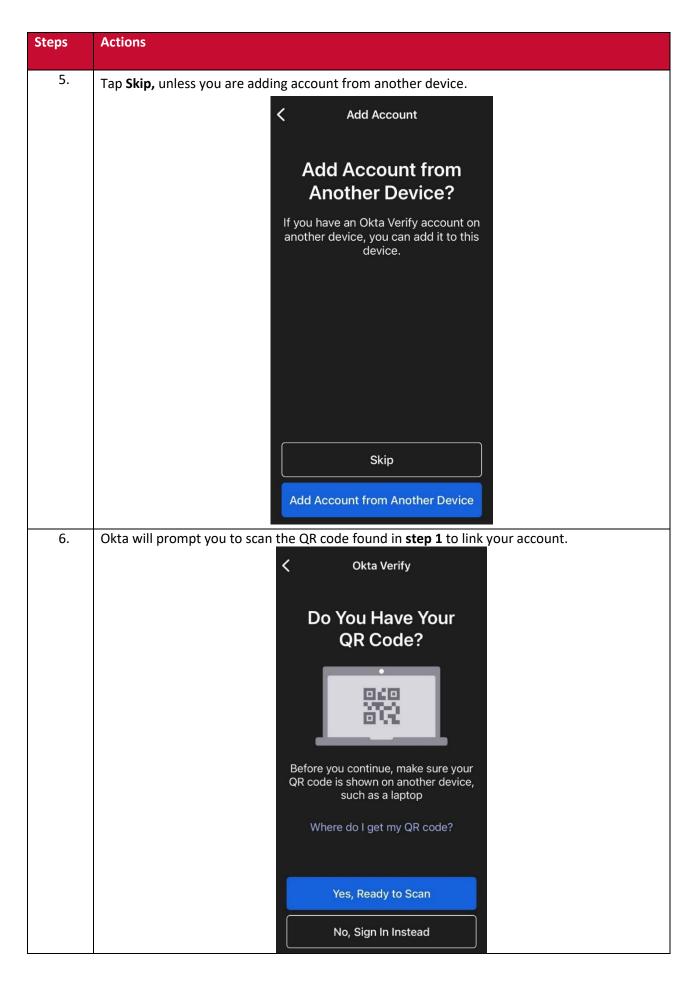
Steps	Actions
	Set up Okta Verify
	 On your mobile device, download the Okta Verify app from the App Store (IPhone and IPad) or Google Play (Android devices).
	Open the app and follow the instructions to add your account
	3. When prompted, tap Scan a QR code, then scan the QR code below:
	Can't scan?
	Return to authenticator list Back to sign in
2.	Download the Okta application and open on your device.
	• For Android Devices, please download the app from the <u>Google Play Store</u> .
	For Apple Devices, please download the app from the <u>Apple Store</u>
3.	Tap the + sign on the top right-hand corner or alternatively, tap Add Account.





Steps	Actions		
		€ oktα Verify	+ …
	A	No accounts ad dd an account to verify you rhen you access your organ	r identity
		apps	
		Add Account	
4.	Tap Organisation .		
		ose Add Account	
	C	Choose Account Choose the type of account would like to add	
		Organization Work, school, company	>
		Other Facebook, Google, etc	>



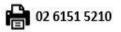


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Steps	Actions
7.	Once scanned, tap Allow Push Notifications.
	< Okta Verify
	Ç
	Allow Push Notifications?
	Approve or deny requests directly from push notifications without having to open the Okta Verify app.
	Allow
	Skip
	Enabling Push Notifications is recommended to reduce time taken to login using the Okta app.
	 Using push notification is the quickest way to get into the account and user does not require to add a verification code.





MyABDR Homepage Menu

My ABDR						
•	🖀 Home	🔉 Treatments	L Details •	🖹 Inventory 🔹	🖀 Reports 🔹	
Welcome to MyABDR	6	0	8	9	10	
🔌 Record Treatment		🗓 Record Product			eatment Plan	
Stock on Hand	Stock on Hand					
• Biostate 250 IU x 6						
Notifications (0)						
There are currently no notifications.						

6 Home

6

MyABDR page has shortcuts on the homepage for quick access to record treatments and bleeds, manage treatment product stock and view treatment plan.

		2		8			
Record Treatment							
Welcome to MyABDR							
	🖀 Home	Treatments	L Details 🔹	🖹 Inventory 🔻	Reports •		
S My ABDR	Cody CRUITLUD						

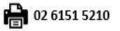
Record Treatment 1

A patient cannot record treatments in MyABDR unless their Stock On Hand has sufficient quantity of product, therefore it is critical that a patient's Product Inventory is kept up to date.

Perform the following procedure to record treatment:

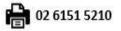
Steps	Actions
1.	Select the Record Treatment shortcut on the home screen.
2.	Enter Treatment Date/Time and the Treatment Type.
	Options may vary depending on treatment type user chooses.





Steps	Actions
	MyABDR
	Record Treatment
	Treatment Date/Time: * Mon 02 Sep 2024 13:59 Treatment Type: * Product: * Routine Prophylaxis Bleed, first infusion Bleed, follow-up infusion Bleed, no treatment Preventative Temporary Prophylaxis Surgery/Procedure Immune Tolerance Therapy Other Description Hidden from HTC
	 Tap on the information icon for a list of the treatment definitions: Routine Prophylaxis - Your regular treatment to prevent "spontaneous" bleeds occurring. Bleed - Treatment for a bleed, including follow-up treatments. Preventative - Treatment before activity to prevent bleeds. Temporary Prophylaxis - Short-term regular treatment to manage a specific bleed or joint problem. Surgery/Procedure - Treatments before, during or after surgery or a medical/dental procedure. Immune Tolerance Therapy - Treatment for inhibitors involving frequent doses of factor concentrates over a long period of time in an attempt to train the body to recognise the treatment product. Other - Treatments for other reasons. Type in the reason.
3.	A Bleed field will appear underneath (Only if user selects Bleed, first infusion/ Bleed, follow- up infusion/Bleed, no treatment). Select the Bleed and it will open a Add Bleed Location .





Steps	Actions						
	Record Bleed			×			
	Bleed Date: *	Mon 02 Sep 2024					
	Bleed Locations * Add Bleed Location A maximum of three bleed locations is allowed. No bleed locations recorded. Add one or more bleed location.						
	Reason: * Time to Treatment: *	· · · ·					
	Bleed Notes:						
		Save	Cancel				
4.	Then select Add Record I	Bleed.					
	Add Bleed Location			×			
	Part of Body*						
	Body Area: *	Body Location: *	L Shoulder L Bicep L Tricep L Elbow Both Elbows L Forearm L Wrist L Hand L Fingers Soft Tissue Port Site Other				
	Severity of Bleed: *	Moderate	e Another Cancel				
	Select Body Area, Body I	ocation and Severity of Ble	eed. Select Save and Close.				

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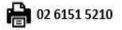
Steps	Actions
	 Tap on the information icon for a list of the severity definitions. Minor Bleed is barely noticeable. It does not make you uncomfortable or have any effect on what you normally do during the day or how you do it. Moderate Bleed makes you uncomfortable. It affects how you do the things you routinely do every day. Major Bleed is very painful or uncomfortable. It stops you from doing normal daily activities. It may keep you awake when you are trying to sleep. You may need to go to hospital for treatment or review.
5.	If you have more than one Location, select Add Bleeding Location or select Save to continue.
6.	Select Products to add product. Select the product type used and select Save .
7.	Photos of injury and bleeds can also be added by selecting Photos. Record Treatment Treatment Date/Time:* Mon 02 Sep 2024 13:59 Treatment Type:* Bleed, first infusion Iteratment Type:* Bleed, Details:* O2 Sep 2024 L Arm - L Elbow, Moderate; Fall Edit. Bleed Product:* Biostate : 1000 IU Iteratment Notes: Iteratment Notes: Add Attachment Description Hidden from HTC Save and Close Save and Create Another
8.	Upload photo from your Camera/Gallery and Select Save and Close.

2 Record Product

It is important add your treatment product stock to your inventory first before recording a treatment. Perform the following procedure to record treatment:

Steps	Actions
1.	Select Record Product on the home screen. You can either Copy a Previous Product or fill out all the fields marked with an * Astrix.

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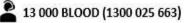


Steps	Actions
	Record Product
	Details have been copied from the previous received product.
	Date Received: * Mon 02 Sep 2024
	Batch Number:
	Product: * Biostate 1000 IU 🗸
	Expiry Date:
	Quantity: * Biostate 500 IU
	Biostate 1000 IU
	ADYNOVATE 250 IU Save Cancel
	ADYNOVATE 1000 IU
	ADYNOVATE 1500 IU
	ADYNOVATE 2000 IU
	ADYNOVATE 3000 IU
	Only the treatment products that are in your treatment plan will be shown.
2.	Enter product details and Select Save when finished.
	Timesaver for clotting factor products! Start typing the first couple of characters find your batch number. When you select it, the full batch number, product name and expiry date will autocomplete

3 Treatment Plan

Treatment Plan is a detailed plan outlines the patient's diagnosis and severity of condition. It also includes the current weight, the type of products used during bleeds and dosing instructions for managing severe/ traumatic bleeds.

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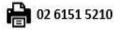
My ABDR	Elissa BRAGG				
	🔥 Home	🔉 Treatments	L Details •	🖹 Inventory 🔻	Reports •
eatment Plan					
Effective Date:	04 Nov 2020				
Weight:	120.5 kg				
Notes:	Not Entered				
Recorded at:					
Bleed - ADYNOVATE					
Severe/Traumatic Dose:	Not Entered				
Spontaneous Bleed Dose:	Not Entered				
Bleed - Biostate					
Severe/Traumatic Dose:	Not Entered				
Spontaneous Bleed Dose:	Not Entered				

7 Treatments

The Treatments tab shows a complete history of treatments recorded by MyABDR users for the patient with the most recent record displayed first. The details of each treatment displayed includes treatment date/time, treatment type, part of body treated, if treatment type = bleed, product, total dose, treatment notes if recorded and attachments

reatr	nents	🖀 Home	Treatments	L Details •	🖹 Inventory 🔻	₩ Reports •	
	cord Treatment						
reatm	ent History						
Ø	Preventative 🖈 Biostate (1000 IU)				Test test - 02 Sep	0 2024 14:42 AEST	
	Surgery/Procedu 02 Sep 2024 - Test Biostate (1000 IU)	ire 🖈			Test test - 02 Sep	0 2024 14:42 AEST	Î
	Bleed, first infusi 02 Sep 2024 - L Arm -		e; Biostate (1000 IU)		Test test - 02 Sep	0 2024 13:59 AEST	Î
•						1 - 3 of 3	item

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8 Details

Details tab enables users to update and manage patient information effectively in MyABDR. Users can update, view and manage following selections:

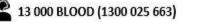
- Weight/Height
- Treatment Plans
- Memos
- Update Contact And Delivery Details
- Request Patient Card
- Change Privacy Consent.

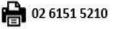
S My ABDR	Elizza BRADO							
	삼 Home	🔉 Treatments	💄 Details 🔻	🖹 Inventory 🔻	🕌 Reports 🔹			
Welcome to MyABDR	🕑 Weight and	l Height						
Welcome to Hynbold			🋗 Treatment Plan					
Less than an hour since las	🔉 Treatment Types							
À Record Treatment	Record Product	🖹 Memos		nt Plan				
Charle on Usual			📞 Contact Details					
Stock on Hand			Delivery Details					
Biostate 1000 IU x 7			& Contacts					
	🔛 Patient Cards							
Notifications (0)	Le Change Privacy Consent							
There are currently no notification	IS.							

9 Inventory

This tab facilitate efficient product management by enabling users to monitor the inventory. User can view, record, track and manage the product for effective inventory management through following selections:

- Stock On Hand
- Received Products
- Discarded Products





MyABDR								
	🖀 Home	🔉 Treatments	💄 Details 🔹	🖹 Inventory 🔻	🕌 Reports 🔹			
Welcome to MyABDR				Stock On Han				
Less than an hour since last	t MyABDR rec	orded treatment		🗑 Discarded Pro	oducts			
Record Treatment		Record Product		🛗 Treatme	nt Plan			
Stock on Hand								
• Biostate 1000 IU x 7								
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It is important to					th afana			

It is important to add your treatment product stock to your inventory first before recording a treatment.

10 Reports

6

The Reports tab provide users with the ability to download the data over the selected time period for the following selections:

- Product Use a bar chart showing the total amount of each product used per month
- Time to Treatment a pie chart showing the number of bleeds recorded for selected time period
- Bleed Location over Time a pie chart showing the number of bleed events recorded for selected time period and body location
- Product Treatment over Time a stacked bar chart showing the total amount of product per used month
- Bleeds Overtime a bar chart showing the total number of bleed events recorded in the selected time period
- Data Extract allows user to download treatment, bleed and product use data to a Microsoft Excel spreadsheet
- Treatments and Bleeds allows user to download treatment and bleeds for selected time period

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•	🖀 Home	🔉 Treatments	💄 Details 🔻	🖹 Inventory 🔻	🕋 Reports 🔹			
Welcome to MyABDR					Product Use			
7								
Less than an hour since las		Bleed Locations over Time						
Record Treatment	Product Treatment over Time							
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Stock on Hand	🗐 Data Extract							
• Biostate 1000 IU x 7	Treatments and Bleeds							
Notifications (0)								
There are currently no notification								

