



User's Manual for Nation Renal Registry (NRR) Web Application

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Table of Content

1	NRR Web Application Modules.....	1
1.1	Online data access.....	1
1.2	Real time report	1
1.3	Maintenance.....	1
1.4	Access Control.....	1
2	Security	2
2.1	Policies and Practices	2
3	How to Access NRR Web Application	3
3.1	Register at eNRR	3
3.2	First Time Login	4
3.3	Subsequence Login	6
3.4	Forgotten Password?.....	7
4	Step by step Procedure in using NRR Web Application	9
4.1	Centre Report Card	9
4.2	Data Download	9
4.3	Change Password.....	11
5	Help Desk Support.....	12
5.1	The Registry Manager:	12
5.2	The IT Administrator	12

1 NRR Web Application Modules

1.1 *Online data access*

Each SDP is given right to access its own data.

1.2 *Real time report*

Reports are generated on a real time basis based on data entered via the online data access and Remote data capture module.

1.3 *Maintenance*

This module allows user to change their password. Users are responsible to change their passwords every time they expire.

1.4 *Access Control*

Only authorized users can gain access to a system. Depending on the role of user, different users have different access rights to the application, i.e. some may view data only but not edit data, some may view and edit data, etc. If the application is left idle for more than 60 minutes, the application will be logged off automatically.

2 Security

Each authorised user is required to read through, understand and sign The Security Policy for NER Web Application before being authorised to access the application. This is to ensure that users play an active role in ensuring security of data at their level.

2.1 Policies and Practices

As a good security practice, you are strongly advised to:

Keep your password confidential!

- Avoid sharing or divulging your Password to anyone. This includes any person who may appear to represent or work for the Registry. Our administrator do not request for your password at any time.
- Avoid using the same Web Application Password for any other web-based services such as for e-mail or for Internet Service Provider login.
- Avoid choosing a Password that is easily anticipated by a third party, like your NRIC number, telephone number, date of birth, etc. You should select a unique Password to make it difficult for anyone to anticipate.
- Avoid writing down or "saving" your Password on your browser or any other software. Memorizes your Password.
- If you suspect your Password may have been compromised, change your Password immediately.

Tips: Your password is what tells the system that you are who you say you are. Because your password is like a key to your account, you need to safeguard it. Anyone who has your password can pose as you. Therefore, you may be held responsible for someone else's actions, if they are able to get your password. Do not record your passwords down, memorise them!

Ensure you are accessing the correct website!

Never access the website via a hyperlink from an e-mail. Always enter the correct website address yourself, which is <https://www.macr.org.my/enrr>

Only access Web Application using a secure and trusted computer!

- Never access your Web Application on computers / devices which you have doubts with regard to security, such as those located in public places. If you have to use such computers (for example, when you are outside the office), change your password once you have access to a secure computer.
- Keep your operating system (eg. Microsoft Windows) and Internet-related software updated with the latest security patches.
- Protect your computer from viruses and malicious programs with anti-virus software and firewalls where possible. Always update your anti-virus software with the latest virus signatures.
- Always log out your Internet session by clicking on the "logout" button whenever you leave your computer, even for a short while. Do not simply close the browser window when you wish to end the Web Application session.

3 How to Access NRR Web Application

3.1 Register at eNRR

Access eNRR Website at <https://www.macr.org.my/enrr>

Click "Register"

Tue, Apr 21, 2009

eNRR
National Renal Registry
(eNRR) web application



- Home
- Downloadable Data Collection Forms
- User Manual
- Feedback
- Security Policy
- Contact Us



Welcome to

National Renal Registry
(eNRR) web application

This web application caters for:
Centre Report Card

Centres that have submitted patients' treatment records in annual return will have a report. The report shows your centre performance indices in comparison with national mean.

Downloading of Own Centre Data

Download your centre data and do studies/research. An acknowledgement would be appreciated.

General Instruction and Helpdesk information

Only legal user is permitted to access this system. Doctor in-charge of dialysis center, please select **Register**. Complete the registration form, print it in your business letterhead and send to NRR for processing. To Login, please enter your user name and password in the text boxes and click on "Signin". If you have forgotten your password, please select the "Forgot your password?" and do as instructed.

To access NRR web application
Sign in to eNRR

Username:

Password:

Sign in

[Forgot your password?](#)
[First time login](#)
[Register](#)
[Sign-in help](#)

This site chose VeriSign SSL for secure e-commerce and confidential communications.

Click Register



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This website supports Microsoft Internet Explorer Browsers, version 5.5 and above with 1024 x 768 resolution

Fill-in your information in the form, then click "Submit"

e-NRR Registration Form

To:
Chairman
National Renal Registry
Malaysian Society of Nephrology

Fill in your information in this form

Re: Access Right to own centers' information in the website: <http://www.msn.org.my/nrr>

I NRIC No would like to access to the following as indicated.

i. Centre data ☐ Yes ☐ No

ii. Centre report card ☐ Yes ☐ No

I hereby confirmed that I am the doctor in-charge of this centre named ☐

HD / ☐ CAPD. I am contactable at email and mobile phone number

I understand the importance of information security and shall enforce it at all time.

****NRR Confidentiality Statement and Disclaimer**** You may have access to NRR Data Download Web Application so long as you are the doctor in-charge of the centre. Your access right shall be determined by NRR from time to time and a Password has been issued to you as a source data producer. You may access NRR Data Download Web Application in accordance with NRR's procedures and prompts set forth under the login section of this Website. Without limiting the generality of the foregoing, you acknowledge that NRR may at its absolute discretion refuse your access without giving any reason and/or notice thereof. You shall be responsible for keeping your centre's password confidential. You shall not at anytime or under any circumstances reveal your centre's password to any unauthorized party and shall take all steps to prevent discovery and/or disclosure of you centre's password by and/or to any unauthorized party. For security purposes, it is recommended that you memorise the password (instead of recording them down) and that you are responsible to change your centre's password regularly. You shall indemnify, defend and hold NRR and the vendor company that develops the application harmless from and against any and all claims, demands, suits, actions, judgements, damages, costs, losses, expenses (including legal fees and expenses on a solicitor and client basis) and other liabilities arising from, in connection with or related in any way to:

- your centre's lost or stolen User ID & Password; or
- any unauthorised access to your centre's data.

**** End of Statement ****

Then Click Submit

Submit

Open your email.

eNRR: Registration

To:

Cc:

Attachments:  20090421_114231300.pdf (4 KB)

Open and print registration form in your dialysis centre letter head

Dear

You have just registered with eNRR at https://www.macr.org.my/eNRR/zAu_Register.jsp
Please print out the attached file in your dialysis centre letterhead and return it either by fax or by ordinary postage to:

National Renal Registry
2nd Floor, MMA House
124, Jalan Pahang
50286 Kuala Lumpur
Malaysia
Tel: 03-4042 8636
Fax: 03-4042 7694

Mail, or Fax to

Thank you.

Sincerely,
NRR Registry Manager

(This is an auto generated email. Please do not reply this email)

Once NRR personnel verify your registration, you will receive Access Number and PIN to process to next step.

3.2 First Time Login

Once you receive your Access Number and PIN from NRR personnel, you may proceed to First Time Login:

Click "First time login"

eNRR

National Renal Registry
(eNRR) web application



[Home](#)
[Downloadable Data Collection Forms](#)
[User Manual](#)
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To access NRR web application
Sign in to eNRR:

Username:

Password:

Sign in

[Forgot your password?](#)

[First time login](#)

[Register](#)

[Sign-in help](#)

This site chose VeriSign SSL for secure e-commerce and confidential communications.

Click here for First time login

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Enter your access number, PIN:

First Time Login

Access no.:

Pin no.:

Type the characters you see in this picture(Case Insensitive)

POTTER

Submit

Enter your access number and PIN

Type the characters you see in the picture

Click Submit when done.

Enter the authentication code which sent to you via SMS:

SMS Authentication

Access no.:

Auth Code:

Submit

Enter the authentication code which sent to you via SMS, then click Submit.

Enter username you preferred, password and confirm your password, then Click "Submit"

Change Profile

Username:

Password:

Confirm Password:

Submit

Finally, enter your username and password (will use as subsequence login in future)

Submit when done

You will see the following page when complete:

User Account created

You have succeeded in registration as a eNRR user.
To continue, please click [Here](#) and login with the Username & Password that you just created.

Thank you.

Please remember your username and password, you may need them in subsequence login.

3.3 Subsequence Login

Enter your username and password, then click "Sign in":

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To access NRR web application
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Password:

Then Click "Sign in"

Sign in

[Forgot your password?](#)
[First time login](#)
[Register](#)
[Sign-in help](#)

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Contact Us

CRC
CENTRE FOR RENAL CARE
Research that matters to patients

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Read the confidential statement carefully, then enter the authentication code which sent to you via SMS:

Read the confidentiality statement carefully

Confidentiality Statement

You are about to gain access to the National Renal Registry (eNRR) Web Application. By proceeding, you are agreeing to maintain the confidentiality of all information made available to you through this application. Any unauthorized access, use and/or disclosure of information shall be construed under the laws of Malaysia, and any action instituted pursuant to the terms of the Confidential Rule Agreement, as set forth in the Governance Manual of the eNRR, shall be brought in the Court of Malaysia. Actions may include but not limited to loss of access privileges, an action for civil damages, an action for criminal charges, and/or disciplinary action including but not limited to suspension or dismissal.

The security of your data is of utmost concern to us. We practice strong security measures to prevent unauthorized access and interference of transactions and data. Read more about our policies and practices.

Please key in the authentication code that has just been sent to you via SMS.

User Name:

Auth Code:

Submit

[Auth Code help](#)

Enter the authentication code which sent to you via SMS

3.4 Forgotten Password?

If you have forgotten your password:

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Sign in

[Forgot your password?](#)

[First time login](#)
[Register](#)
[Sign-in help](#)

This site chose VeriSign SSL for secure e-commerce and confidential communications.

Click [Forgot your password](#)



Click ["Forgot your password?"](#) as highlighted.

Forget Password	
Username:	
Handphone No:	
Email:	
Type the characters you see in this picture(Case Insensitive)	
	
Submit	
General Instruction	
Please key in your information as required. Make sure that the information you provide above is the same as the information you have registered with the NRR management. * Fixed password authentication user: If there is no discrepancy, Your new password will be notified to you via email after verified in 2 days time. If your have changed your e-mail address, please kindly notify your doctor in-charge. NRR Management only accept request for amendment to the registered user's information from the doctor in-charge. Should you encounter any problem, please contact the eNRR-Administrator at: Tel: 603-4044 0615 or enrr@msn.org.my Monday - Friday 8.30am - 5pm	



Enter your information in the form and click “Submit”

Forget Password	
Dear  Eng Guan Hong	
Your password has been sent to your email at engguan.hong@nrr.org.my	
Kindly open your mail to get the password.	
Thank you.	

You'll see these message when done.

Follow the instruction, open your email, you'll get the password in the email.

4 Step by step Procedure in using NRR Web Application

4.1 Centre Report Card

Centre Report Card Data Download Change Password Logout

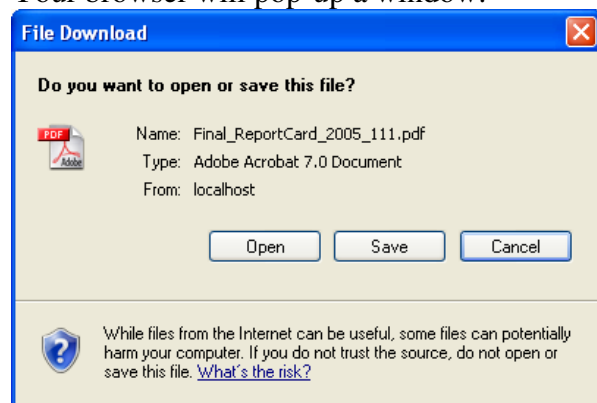
Click "Centre Report Card" in the menu as highlighted.

Click on  to download.

Centre Report Card List				
No.	SDPID	Name of Contact Institution	Year	ReportFileAT
1	112	HKL (Home), HD	2004	
2	112	HKL (Home), HD	2005	
3	112	HKL (Home), HD	2006	
4	112	HKL (Home), HD	2008	

Click on the icon to download.

Your browser will pop-up a window:



You can either open the file or save it to your computer.

4.2 Data Download

Centre Report Card Data Download Change Password Logout

Click "Data Download" in the menu as highlighted.





sdpdr - (Dr In Charge, Doctor)

Centre Report Card Data Download Change Password Logout

Data Download

Work-related rehabilitation and quality of life assessment of dialysis and transplant patients

Select data download type(base on form)

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DATAMED
DIGITAL COMPUTING SERVICES Sdn. Bhd.

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Select the data download type (base on form). Currently we've only provide QOL to download, rest assure, more type of data download is coming.

Other Filter type also available:

- Equal to (=)
- Equal to (S)
- More than (>S)
- Less than (<S)
- By Range

Patient ID Equal to (S) From To
 RRT ID Equal to (S) From To
 Patient Name Contain (*S*)
 NRIC (Old) Contain (*S*)
 NRIC (New) Contain (*S*)
 Other ID No. Contain (*S*)
 Date of Birth Equal to (S) From To
 SDP Equal to (S)
 Data Year Equal to (S) From 2008 To
 QOL ID Equal to (S) From To
 Download Format Excel (xls)

Provide data download filter here, you may leave the filter blank if you would like to download all data.

Download

For example, you may enter the year 2008 if you wish to download the data in year 2008 only

QOL ID ☒	Patient ID ☒	RRT ID ☒
Patient Name ☒	NRIC (Old) ☒	NRIC (New) ☒
	Other ID No. ☒	Type of Other ID ☒
SDP ☒		Data Year ☒

Select the fields you would like to download.

Click Download in final step.

Check ☒ to select all ☒

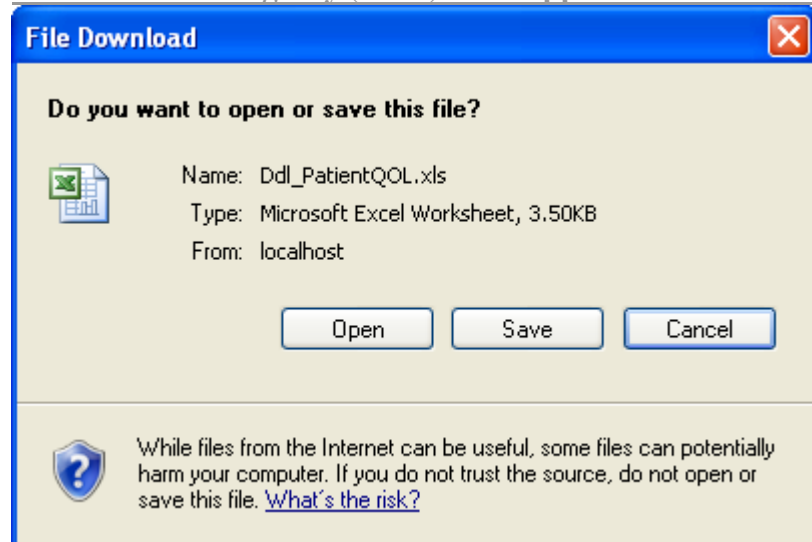
PART I: WORK-RELATED REHABILITATION ASSESSMENT

- ☒ Not Available
- ☒ Able to work and working FULL-TIME for pay
- ☒ Able to work and working PART-TIME for pay
- ☒ If response is 1 or 2, specify type of employment
- ☒ Employ Specify
- ☒ Able to work but not working due to inability to get a job
- ☒ Able to work but not yet working due to dialysis schedule
- ☒ Able to work but not yet working due to disinclination or poor health
- ☒ Home maker e.g. Housewife
- ☒ Student (full-time)
- ☒ Paediatric patient < 15 years old
- ☒ Able to work but retired
- ☒ Patient > 65 years old
- ☒ Unable to work (including housework) because of poor health

PART II: QUALITY OF LIFE ASSESSMENT : QL INDEX

- ☒ (A) ACTIVITY
- ☒ (B) DAILY LIVING
- ☒ (C) HEALTH
- ☒ (D) SUPPORT
- ☒ (E) OUTLOOK
- ☒ How confident are you that your scoring of the preceding dimension is accurate?

Once you click "Download", browser will prompt to open or save the file:



You can either open or save the file in your computer.

4.3 Change Password

To change your password, please click “Change Password” in menu as highlighted:



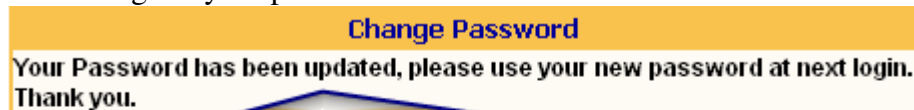
Change Password

Old Password:	
New Password:	
Confirm New Password:	

Change Password

Enter your old password, new password and confirm your new password, Click "Change Password" when done.

After change of your password:



You'll see these Message when your password updated

5 Help Desk Support

Note: The NRR User's Manual is subjected for amendment in future for better quality of NRR.

For assistance in completing your application or if you experience technical difficulties using this site, including problems related to data entry, please contact:

5.1 *The Registry Manager:*

Phone: 603-4045 8636

Fax: 603-4042 7694

Email: enrr@msn.org.my

Address:

National Renal Registry
(Malaysian Society of Nephrology)
Suite 1604, Plaza Permata,
6, Jalan Kampar
50400 Kuala Lumpur
Malaysia

OR

5.2 *The IT Administrator*

Phone: 603-4044 0615