

Entering Data in REDCap Recording Missing Data

Step 1:

Some data fields will have an option for “unknown” that can be selected if the value for the field is unknown. In the example below, in the drop-down list for the question “Has HIPEC been performed?” the choices are “yes”, “no”, and “unknown”.

Has HIPEC been performed?

CA125 prior to primary cytoreductive surgery (U/ml)

More than 500 ml ascites present prior to primary cytoreductive surgery

The screenshot shows a REDCap form with three fields. The first field, 'Has HIPEC been performed?', has a dropdown menu open showing three options: 'yes', 'no', and 'unknown'. The second field, 'CA125 prior to primary cytoreductive surgery (U/ml)', is an empty text box. The third field, 'More than 500 ml ascites present prior to primary cytoreductive surgery', has a dropdown menu open showing two options: 'yes' and 'no'.

Step 2:

Some fields, particularly date fields and numeric fields, the option for recording that the data are unknown can be found by clicking on the “M” icon to the left of the field, as shown in the examples below.

Date of primary cytoreductive surgery

The screenshot shows a REDCap form with a date field labeled 'Date of primary cytoreductive surgery'. To the left of the date input box are two icons: a person icon (H) and a missing data icon (M). A red arrow points to the 'M' icon. To the right of the input box are a calendar icon, a 'Today' button, and a 'D-M-Y' format selector.

Clicking on the “M” icon will reveal an option for “Unknown (-999)”. This option should be selected if the date is unknown.

Date of primary cytoreductive surgery

Type of primary cytoreductive surgery

The screenshot shows the same REDCap form as before, but with a context menu open over the 'M' icon for the 'Date of primary cytoreductive surgery' field. The menu has the title 'Mark field as:' and two options: '[Clear value]' and 'Unknown (-999)'. The 'Unknown (-999)' option is highlighted. The 'Type of primary cytoreductive surgery' field is visible below with a dropdown menu.

CA125 prior to primary cytoreductive surgery (U/ml)

The screenshot shows a REDCap form with a numeric field labeled 'CA125 prior to primary cytoreductive surgery (U/ml)'. To the left of the numeric input box are two icons: a person icon (H) and a missing data icon (M). A red arrow points to the 'M' icon.

Clicking on the “M” icon will reveal an option for “Unknown (-999)”. This option should be selected if the CA125 value is unknown.

CA125 prior to primary cytoreductive surgery (U/ml)

More than 500 ml ascites present prior to primary cytoreductive surgery

The screenshot shows the same REDCap form as before, but with a context menu open over the 'M' icon for the 'CA125 prior to primary cytoreductive surgery (U/ml)' field. The menu has the title 'Mark field as:' and two options: '[Clear value]' and 'Unknown (-999)'. The 'Unknown (-999)' option is highlighted. The 'More than 500 ml ascites present prior to primary cytoreductive surgery' field is visible below with a dropdown menu.

Entering Data in REDCap Recording Missing Data

Step 3:

You will also see the “M” icon for some other fields that don’t already have an option for “unknown”, as shown below.

Surgical complexity scoring system			
		yes	no
TH-BSO	   	☐	☐
Omentectomy	  	☒	☐
Pelvic lymphadenectomy	  	☒	☐

Clicking on the “M” icon will reveal an option for “Unknown (-999)”. This option should be selected if the value for the field is unknown.

Surgical complexity scoring system			
		yes	no
TH-BSO	   Mark field as: [Clear value] Unknown (-999)	☐	☐
Omentectomy		☒	☐
Pelvic lymphadenectomy	  	☒	☐