



Project Title: Ward AdmiSsion of Haematuria: an Observational mUlticentre sTudy (WASHOUT)

Site Participation Agreement

Requirements and agreement for sites to participate in WASHOUT

Definition of a site: A healthcare organisational unit that may contain one or more hospitals.

For example, if a patient had an emergency admission for haematuria in a peripheral site and transferred to a tertiary urology centre for further management , these two locations managing the entire episode of emergency haematuria may be considered as one site and the length of stay must be calculated from the first day of presentation to the peripheral hospital in the site.

By completing and submitting the formal site registration forms for the WASHOUT audit you agree to the following:

1. To submit records, a minimum of 15 prospective emergency admission episodes for haematuria within the 1 year audit period. Where feasible, we recommend that this is completed in a much shorter time period than 1 year in order to ensure the follow up data is complete before any collaborators move institutions.
2. You commit to submit CONSECUTIVE cases meeting inclusion and exclusion criteria from your site.
3. Where this service evaluation is approved for case notes review, you agree to collect consecutive prospective patients on a local computer key but are permitted to enter the data retrospectively to fulfill the requirement of a case notes review.
4. It is the responsibility of the lead collaborator to ensure that they have permission to include (anonymous) data about the patients with emergency haematuria and their management at their site. If there are any questions about this please discuss with the WASHOUT study team.
5. You confirm that you will comply with any local ethical and data governance policies applicable to the WASHOUT audit.
6. To promptly respond to emails and data queries from the audit team and the BURST steering committee. In case of collaborators that move hospitals during the course of the

study, you agree to register with or provide us with a long-term email or personal email id (in addition to your institutional email, if so preferred) to ensure we can continue communicating with you about study updates and relevant authorship updates.

7. You agree to having your hospital and name listed in “recruitment league tables” that will be shared in audit update emails to registered collaborators and on social media. These aim to congratulate and encourage site recruitment. In countries that have rotational training, open calls for doctors willing to help complete data collection at sites may be made.
8. The supervising consultant and lead collaborator agree to have their name and hospital listed on our website. We will not include your contact details on the website.
9. You agree that the data you submit will be used by BURST in accordance with the study protocol and for the purposes of academic publication and presentation.
10. You agree to designate a permanent member of staff (usually the supervising consultant or attending) who will be responsible for keeping the patient key for the anonymised data at their local hospital during and after the audit finishes. If we require clarification of any data entries on a patient, this allows you to relate the unique database patient ID to their local hospital record so that you can update any records.