

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”.

The screenshot shows a portion of a REDCap form. The first row is highlighted in light green and contains the question "Has HIPEC been performed?". To its right is a dropdown menu with "no" selected. Below this, two other rows are visible: "CA125 prior to primary cytoreductive surgery (U/ml)" and "More than 500 ml ascites present prior to primary cytoreductive surgery". Both have dropdown menus with "yes" selected. The "no" option in the first dropdown is highlighted in blue.

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.

The screenshot shows a row with the label "Date of primary cytoreductive surgery". To the right of the label is a date input field. To the left of the input field are two icons: a speech bubble with an "H" and a speech bubble with an "M". A red arrow points to the "M" icon. To the right of the input field are a calendar icon, a "Today" button, and the text "D-M-Y".

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

This screenshot shows the "Date of primary cytoreductive surgery" field with the "M" icon clicked. A dropdown menu is open, titled "Mark field as:", with three options: "[Clear value]", "Unknown (-999)", and "Unknown (-999)". The "Unknown (-999)" option is highlighted in blue. The background shows the "Type of primary cytoreductive surgery" field with a dropdown menu.

The screenshot shows a row with the label "CA125 prior to primary cytoreductive surgery (U/ml)". To the right of the label is a numeric input field. To the left of the input field are two icons: a speech bubble with an "H" and a speech bubble with an "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.

This screenshot shows the "CA125 prior to primary cytoreductive surgery (U/ml)" field with the "M" icon clicked. A dropdown menu is open, titled "Mark field as:", with three options: "[Clear value]", "Unknown (-999)", and "Unknown (-999)". The "Unknown (-999)" option is highlighted in blue. The background shows the "More than 500 ml ascites present prior to primary cytoreductive surgery" field with a dropdown menu.

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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	  ←	<input type="radio"/>	<input type="radio"/>
Omentectomy	 	<input checked="" type="radio"/>	<input type="radio"/>
Pelvic lymphadenectomy	 	<input checked="" type="radio"/>	<input type="radio"/>

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)	<input type="radio"/>	<input type="radio"/>
Omentectomy		<input checked="" type="radio"/>	<input type="radio"/>
Pelvic lymphadenectomy	 	<input checked="" type="radio"/>	<input type="radio"/>