SDQblockchain

Note: Please use Google Chrome or Firefox Internet browser to avoid incompatibility issues.

SDQblockchain is a web based application created and maintained by Youthinmind. SDQblockchain allows creation of cohorts of young people. A cohort may be patient list, client list or a class of students. A unique identifier called PlusIIDs (Persistent Individual Identifier) is assigned to each young person within the cohort. This allows not only for mental health assessment but over time will create a record or a 'picture' of the young person's mental health history. Visualisation of assessment sub-scores is ordered chronologically for a young person.

Note: The Youthinmind team is grateful for your feedback on this User Guide.

1 Accessing SDQblockchain

1.1 To login to SDQblockchain

1. Enter your UserID and password at https://sdqscore.org/SDQblockchain.html
2. Click the **Check status** button (next to the Password entry field) and a check mark (✓) will show next to the button confirming that you are logged in as in screen shot below.

Note: You can hide your password from view by clicking the 'hide' text under the word Password. To show your password again logout of the SDQblockchain and log in again.

1.2 To logout of SDQblockchain

1. To logout click the **Logout** button or the 'X' button on the SDQblockchain tab.

2. If you click the **Logout** button a dialogue message will display **'Logout will erase cohort display. If you have made changes, have you saved? Are you sure?'** Click the **Cancel** button and save your changes or the **OK** button to continue to logout.

*If you click the **OK** button another dialogue message will ask **'Are you really, really sure?'**. Click the **OK** button to logout.*

2 Naming your cohort

A "cohort" could be your class of students, your patient list or therapy group. The file name you choose acts as both cohort name and encryption key. It is case, punctuation and space sensitive. For beginners or therapists with small number of patients we recommend keeping the cohort name lower case with no spaces or punctuation.

Important: You must be able to recollect your cohort names. We recommend that you write down the name of your cohort(s) and keep them in a secure place. We are not able to recover lost cohort names. This is to comply with data protection regulations.

2.1 Naming your cohort for schools

The naming of the cohort is quite important. For the purpose of illustration we suggest file name **Y6T-2018-19**. Y6 stands for Year 6, T for the first letter of the teacher's surname and 2018-19 indicates the school year. We recommend this or a similar naming standard. If you use Y6T as the cohort name next academic year, the old Y6T will be overwritten. If you are assessing a number of schools, you may want to prefix the school abbreviation, e.g. Rocky Brook School would be **RBS-Y6T-2018-19**.

3 To create a simple cohort manually

1. Ensure you are logged in to the SDQblockchain. If not, follow the steps in **1.1 To login to SDQblockchain** at the beginning of this document.

Important: Please read section 2 Naming your cohort. You must be able to recollect your cohort names. We recommend that you write down the name of your cohort(s) and keep them in a secure place. We are not able to recover lost cohort names. This is to comply with data protection regulations.

2. Type in **Person ID** and **Personal details** for a young person in their entry fields.

Note: It is for you to decide what you would like to enter in these fields. It should be sufficient to identify the young person but no more. You can use initials in the Person ID field and full name in the *Personal details field. This data is encrypted and saved to the server. The type of encryption used prevents Youthinmind viewing this data. This is to comply with data protection regulations.*

3. Click the **Get new PlusIID** button. A dialogue message will show **'Are you sure?'**. Click the **OK** button to continue. The PlusIID field will be populated with a sixteen digit numeric ID. The PlusIID is provided by Youthinmind and is the young person's permanent unique ID for all subsequent SDQ assessments.

4. Click the **Save row** button and a dialogue window will display. Enter your cohort name in the **Cohort name** field and click the **OK** button.

5. The data will be moved to the lower part of the screen. **Person ID**, **Personal details** and **PlusIID** fields will be cleared and ready for entry of the next individual. To add another individual follow the steps 2 to 4. Remember to save each entry with the **Save row** button.

6. To create another cohort manually Log out of the SDQblockchain and Log in again. Follow the above steps.

Optional: Some users may prefer to use a readable formant for the PlusIID. To use a readable format select **HF** (human friendly) from the **N** drop-down list in the **Import a file** row (between **days** drop down list and the **Prioritise the export** link) before clicking the **Get new PlusIID** button. The PlusIID field will be populated in the format of *organic.starfish.2615 as in the example below*.

3.1 To load saved cohort

Important: You must be able to recollect your cohort names. We recommend that you write down the name of your cohort(s) and keep them in a secure place. We are not able to recover lost cohort names. Your cohort name is encrypted for data protection. It is case, punctuation and space sensitive.

1. When starting a new session, enter the exact cohort name into the **Cohort name** entry field (on the left of the screen) and click the **Load remote cohort** button.

2. Your cohort will load and two check marks (✓✓) will show to the left of the **Load remote cohort** button confirming your cohort loaded successfully.

Note: To load another cohort Log out of the SDQblockchain application and Log in again.

4 To import your cohort (from XLSX spreadsheet) in bulk

4.1 When to import a XLSX spreadsheet

You would import a XLSX spreadsheet when you want to set up a cohort for scoring quickly. This may be classes in school, a therapy group or your patient list. Importing the cohort will allow you to create the group quickly instead of having to type in the names and other details by hand.

4.2 To prepare your XLSX spreadsheet for import

To prepare your cohort for scoring you will need to create cohorts for each class or therapy group to be assessed. This means creating one Excel spreadsheet (.xlsx file) for each class or patient list. Each cohort will need its own spreadsheet. Important: Do not use multiple sheets in a spreadsheet. If you do the import will work for the data in Sheet1 onl**y.**
In each spreadsheet you will need two columns of data with the heading **Field0** and **Field1**, as in the screen shot. **Field0** can be student identification or student admission number; it can also be student initials. **Field1** might be surname, initials or whatever will allow you to identify students

	A	B
1	**Field0**	**Field1**
2	107	Savanah O
3	479	Jonah H
4	444	Violet D
5	373	Anthony B
6	291	Brandon P
7	334	Leland H
8	192	Ben M
9	386	Annabelle K
10	131	Emilia F
11		

unambiguously. It is entirely up to you to decide what data you want to enter in the **Field0** and **Field1** columns. The important thing to keep in mind is to be able to identify the individuals without error but without revealing too much information to maintain privacy. The import function will work with column headings **Field0** and **Field1** only. Other column headings will not work. Note that the first character of 'Field0' and 'Field1' is capitalised and there are no spaces. The import function will import the data you enter into the columns and automatically assign a PlusIID for each young person.

4.3 To Import your cohort

1. Ensure you are logged in to the SDQblockchain. If not, follow the steps in **1.1 To login to SDQblockchain** at the beginning of this document.

Important: Please read section 2 Naming your cohort. You must be able to recollect your cohort names. We recommend that you write down the name of your cohort(s) and keep them in a secure place. We are not able to recover lost cohort names. This is to comply with data protection regulations.

2. Click the <u>**SHOW**</u> link in the **Import a file** window. A row of windows will show as in the screen shot below.

| Import xlsx file | Browse... | No file selected. | Import tab-separated file | Browse... | No file selected. | HIDE |

3. Click the **Browse…** button (or **Choose file** button depending on your browser) in the **Import XLSX file** window and select your XLSX file you have created as in the section 4.2 **To prepare your XLSX spreadsheet for import**.

4. **Your cohort will load and a dialogue window will display. Enter the name of your cohort in the Cohort name field and click the** OK button. PlusIIDs (unique identifiers) will be created for each individual as in the screen shot below.

N	Person ID	Personal details	PlusIID	Edit	Del	SDQ^plus	iSDQ	Exp	Vis	A.I.	Status
1	107	Savanah O	1021-3674-8744-6655	✎	✗	SDQ^plus	iSDQ	▦	👁	A.I.	undefined
2	131	Emilia F	1505-8717-5643-7868	✎	✗	SDQ^plus	iSDQ	▦	👁	A.I.	undefined
3	192	Ben M	5495-6680-4236-2860	✎	✗	SDQ^plus	iSDQ	▦	👁	A.I.	undefined
4	291	Brandon P	2686-8570-8256-8225	✎	✗	SDQ^plus	iSDQ	▦	👁	A.I.	undefined
5	334	Leland H	7459-5595-4706-0285	✎	✗	SDQ^plus	iSDQ	▦	👁	A.I.	undefined
6	373	Anthony B	1057-2549-1048-1423	✎	✗	SDQ^plus	iSDQ	▦	👁	A.I.	undefined

5. To save the cohort click the red outlined **Save imported cohort** button.
6. To import another cohort Log out of the SDQblockchain and Log in again. Follow the above steps.

Optional: Some users may prefer to use a readable formant for the PlusIID. To use a readable format select **HF** (human friendly) from the **N** drop-down list in the **Import a file** row (between **days** drop down list and **Prioritise the export** link) before selecting your file for import. The PlusIID fields will be populated in the format of *organic.starfish.2615 as in the example below*.

| 373 | Anthony B | legal.earth.2929 | ✎ | ✗ | SDQ^plus | iSDQ |

4.4 To edit individual's details

1. Ensure you are logged in to the SDQblockchain. If not, follow the steps in **1.1 To login to SDQblockchain** at the beginning of this document.

Important: You should never update the PlusIID field. Updating the PlusIID field would break the connection between past and future assessments for that individual.
2. If your cohort is loaded skip to step 3 below. Otherwise enter your cohort name into the **Cohort name** field in the **Remote cohort storage/blockchain function** window on the right side of the screen and click the **Load remote cohort** button. Your cohort will load.

3. Click the **Edit** button for the individual you want to edit. The **Edit** button is located between the **PlusIID** field and the **Del**(ete) button. The **Person ID, Personal details** and **PlusIID** data will be populthe entry fields.

4. Update the **Person ID** or **Personal details** fields. I am updating 'Hugo T' to 'Hugo William Taylor'.

5. Click the **Save row** button. The updated data will be moved to the lower part of the screen. Entry fields **Person ID**, **Personal details** and **PlusIID** fields will be cleared.

5 iSDQ

iSDQ tool enables the user to enrol parents, teachers and young persons to answer the SDQ questionnaire online. You can enrol informants individually or in a bulk.

5.1 Creating a single iSDQ enrolment

Ensure you are logged in to the SDQblockchain. If not, follow the steps in **1.1 To login to SDQblockchain** at the beginning of this document. Load the cohort you want to create enrolments for.

1. Select the **informant** (e.g. Parent, Teacher or Self) using the drop down list to the right of **iSDQ all rows** button.
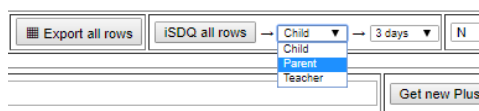
2. Click the drop down box to the right of the informant and select how long the enrolment should be active for (e.g. 5 days).
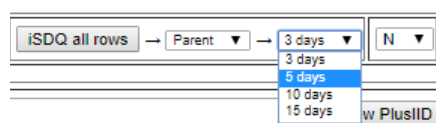
Note: The days refer to how long a respondent has in which to answer the questionnaire. If they do not complete the assessment in this time, they will need to be enrolled again.

3. Go to the list of young people and click the **iSDQ** button of the relevant young person.

4. A window will appear above your cohort. These are the iSDQ enrolment details for the young person and assessment can take place using these details.

5. The enrolment details are pre-selected. Move your mouse over the selected text, right click the mouse button and select the **Copy** text.

6. Paste the details into a word document and print them. Youthinmind recommends that the printed enrolments are cut along the lines into slips. The slips are then handed to respondents for completion.

7. All the details needed to log in and complete the assessments are on the enrolments slips.

Note: *After the completion of the iSDQs, whenever possible the paper enrolment slips should be collected and destroyed to prevent their misuse.*

5.2 To complete an iSDQ assessment

1. Go to https://sdqplus.org/isdq

2. Enter the appropriate iSDQ password in the **Password** box and click **Login**.

3. **A new tab will open** and the informant will be able to complete the assessment questionnaire.

4. When they have finished the assessment they can exit by either clicking **Logout** or by closing the browser (**x**).
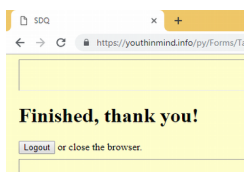
The informant's assessment details will be available to view on SDQplus, along with various reports and charts analysing the young person's emotional and behaviour scores - see the **SDQplus (The Bird) User Guide** for more information.

5.3 Creating multiple iSDQ enrolments

You can enrol informants for iSDQs in bulk. This is suitable for use in schools and is much quicker than doing them individually.

Ensure you are logged in to the SDQblockchain. If not, follow the steps in **1.1 To login to SDQblockchain** at the beginning of this document. Load the cohort you want to create enrolments for. If you can not load your cohort follow the steps in **3.1 To load saved cohort**.

1. Select the **informant** (e.g. Parent, Teacher or Self) using the drop down list to the right of **iSDQ all rows** button.

2. Select the number of days you would like the enrolment to be active for (e.g. 3 days).

Note: The days refer to how long a respondent has in which to answer the questionnaire. If they do not complete the assessment in this time, they will need to be enrolled again.

3. Click the **iSDQ all rows** button.
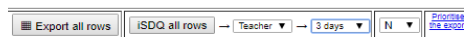
4. A window will appear above your cohort. These are the iSDQ enrolment details for the young people and assessment can take place using these details.

5. The enrolment details are pre-selected. Move your mouse over the selected text, right click the mouse button and select the **Copy** text.

6. Paste the details into a word document and print them. Youthinmind recommends that the printed enrolments are cut along the lines into slips. The slips are then handed to respondents for completion.

7. All the details needed to log in and complete the assessments are on the enrolments slips.

Note: After the completion of the iSDQs, whenever possible the paper enrolment slips should be collected and destroyed to prevent their misuse.

6 Prioritise

The Prioritise tool is available as part of SDQblockchain. This tool enables the user to order the results of SDQ assessments and sort them in order of emotional and behavioural scores. In doing so it can save an organisation time and money.

1. Ensure you are logged into **SDQblockchain**.

2. Load a suitable cohort by entering a valid cohort name in the **Remote cohort storage/Blockchain function** window on the right side of the screen and clicking the **Load remote cohort** button.

3. Click the **Export all rows** button.

4. A message will appear **'Data received: [Number] rows. Continue with spreadsheet?'**. Click **OK**.

5. A second message will appear **'Spreadsheet ready for output or saving'**. Click **OK**.

Note: A spreadsheet will be saved to the downloads section of your computer. You will need to use this for the Prioritise application, but do not open it yet.
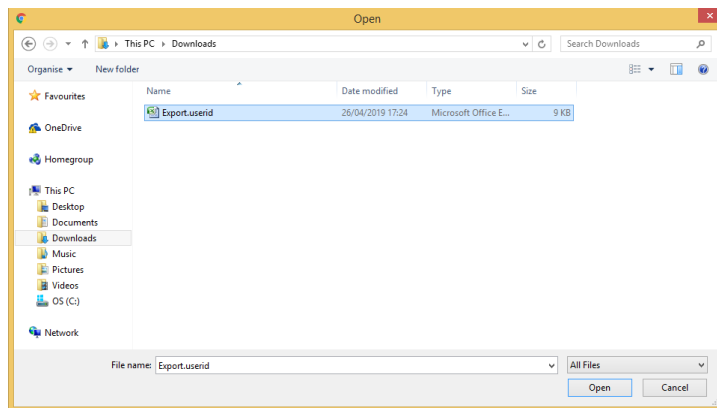
6. Click **Prioritise the export**.

7. You will be taken to a new window (Prioritise SDQs). Click the **Choose file** button.

8. Go to the Downloads section of your computer and click the relevant spreadsheet e.g. **Export.[userid].**

9. **Click the arrow to the right of Prioritise by** and select the relevant assessment informant (e.g. **Child/Young Person**).

10. Click the **Submit the export** button. The results of the self assessment by the child/young person will display.

N	Person_ID	PlusIID	created	ebdtot	impact	emotion	conduct	hyper	peer	prosoc	A.I. Notes
20	aczn0hf	1266-6566-2312-3675	2019-04-15	6	0	5	0	0	1	10	
19	ydyq4ho	1019-3812-3263-4625	2019-04-22	6	0	3	0	0	3	9	
18	ydyq4ho	1019-3812-3263-4625	2019-04-15	7	0	4	0	0	3	9	
17	8af9q44	1529-4649-9930-9971	2019-04-22	12	4	6	0	0	6	10	impact + ?peer—emotion? + ?emotion—impact?
16	aczn0hf	1266-6566-2312-3675	2019-04-22	13	0	5	2	5	1	9	
15	gqm6j33	1921-6530-9228-0725	2019-04-15	14	0	8	2	0	4	9	?peer—emotion?
14	nzpoq5e	1115-1361-7848-5437	2019-04-22	14	5	9	0	0	5	10	emotion + impact + ?peer—emotion? + ?emotion—impact?
13	m60zlqb	3952-4715-1787-0846	2019-04-15	15	1	7	1	5	2	10	impact + ?emotion—impact?
12	gqm6j33	1921-6530-9228-0725	2019-04-22	16	0	8	2	3	3	7	?peer—emotion? + -prosoc
11	m60zlqb	3952-4715-1787-0846	2019-04-22	16	1	8	2	4	2	10	impact + ?emotion—impact?
10	f0yujnx	6704-2479-9576-6536	2019-04-22	16	1	5	4	6	1	10	impact + ?emotion—impact? + ?hyper—impact?
9	96ywqad	1464-1013-9508-4215	2019-04-22	16	3	9	0	5	2	10	emotion + impact + ?emotion—impact?
8	8af9q44	1529-4649-9930-9971	2019-04-15	17	0	7	3	5	2	9	
7	96ywqad	1464-1013-9508-4215	2019-04-15	17	2	9	0	4	4	10	emotion + impact + ?peer—emotion? + ?emotion—impact?
6	nzpoq5e	1115-1361-7848-5437	2019-04-15	20	7	10	0	0	10	10	emotion + impact + ?peer—emotion? + ?emotion—impact?
5	kx7o1g7	7163-0614-8072-0779	2019-04-15	22	3	8	5	7	2	10	hyper + impact + ?emotion—impact? + ?hyper—impact?
4	g052dqi	3471-2026-4119-2719	2019-04-22	25	5	6	6	5	8	6	impact + ?peer—emotion? + ?emotion—impact? + -prosoc
3	g052dqi	3471-2026-4119-2719	2019-04-15	26	7	7	6	5	8	9	impact + ?peer—emotion? + ?emotion—impact?
2	f0yujnx	6704-2479-9576-6536	2019-04-15	27	10	8	7	8	4	10	hyper + impact + ?peer—emotion? + ?emotion—impact? + ?hyper—impact?
1	kx7o1g7	7163-0614-8072-0779	2019-04-22	29	7	10	7	9	3	6	emotion + hyper + impact + ?peer—emotion? + ?emotion—impact? + ?hyper—impact? + -prosoc
N	Person_ID	PlusIID	created	ebdtot	impact	emotion	conduct	hyper	peer	prosoc	A.I. Notes

Prioritise tool places assessment results from your cohort into a table, sorting them in descending order of the young people's emotional and behavioural scores and by importance of:

- Ebdtot (total difficulties)

- Impact (of difficulties)

- Prosoc (positive emotions/behaviours)

Emotion, conduct, hyperactivity and peer scores make up the total difficulties score. They are included in ebdtot and are not sorted. The colour coding is as follows:

- White - scores that are average/below average of total SDQ respondents

- Blue - scores that are raised or high

- Red - scores that are very high

Any scores that are raised, high or very high suggest that there is a need for further questions to be asked with regard to the young person and can help determine further action.

The advantage of the Prioritise tool is that it instantly displays and sorts cohorts by difficulties and enables priority areas to be quickly identified and analysed. As multiple assessments per young people can be displayed, it is easy to spot improvements or declines within the cohort.

11. You can return back to the Prioritise SDQs application by clicking your web browsers **Back button**.
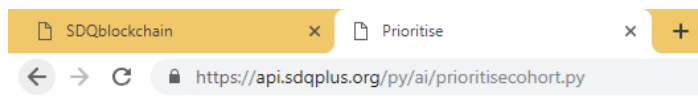
12. **Click the arrow to the right of Prioritise by** and select another assessment informant (e.g. **Teacher**).

13. Click the **Submit the export** button.

14. The results of the self assessment by the teacher are displayed.

N	Person_ID	PlusIID	created	ebdtot	impact	emotion	conduct	hyper	peer	prosoc	A.I. Notes
20	aczn0hf	1266-6566-2312-3675	2019-04-15	5	0	3	0	1	1	10	
19	ydyq4ho	1019-3812-3263-4625	2019-04-15	6	0	3	0	0	3	6	-prosoc
18	ydyq4ho	1019-3812-3263-4625	2019-04-22	6	0	3	0	0	3	6	-prosoc
17	aczn0hf	1266-6566-2312-3675	2019-04-22	6	0	3	0	1	2	6	-prosoc
16	m60zlqb	3952-4715-1787-0846	2019-04-15	7	0	2	0	4	1	10	
15	8af9q44	1529-4649-9930-9971	2019-04-22	11	3	6	0	0	5	10	impact + ?peer—emotion? + ?emotion—impact?
14	96ywqad	1464-1013-9508-4215	2019-04-22	12	0	9	0	1	2	6	emotion
13	m60zlqb	3952-4715-1787-0846	2019-04-22	12	0	6	1	4	1	10	
12	gqm6j33	1921-6530-9228-0725	2019-04-15	13	0	8	0	0	5	5	?ASD? + ?peer—emotion?
11	kx7o1g7	7163-0614-8072-0779	2019-04-15	13	1	3	1	7	2	6	hyper + impact + ?hyper—impact?
10	gqm6j33	1921-6530-9228-0725	2019-04-22	14	0	9	0	0	5	6	emotion + ?peer—emotion?
9	96ywqad	1464-1013-9508-4215	2019-04-15	14	1	9	0	1	4	10	emotion + impact + ?peer—emotion? + ?emotion—impact?
8	nzpoq5e	1115-1361-7848-5437	2019-04-22	14	2	8	0	0	6	9	impact + ?peer—emotion? + ?emotion—impact?
7	8af9q44	1529-4649-9930-9971	2019-04-15	16	1	7	2	5	2	5	impact + ?emotion—impact? + -prosoc
6	nzpoq5e	1115-1361-7848-5437	2019-04-15	16	3	6	0	0	10	10	impact + ?peer—emotion? + ?emotion—impact?
5	g052dqi	3471-2026-4119-2719	2019-04-22	18	3	2	4	6	6	2	impact + ?ASD? + ?hyper—impact? + -prosoc
4	kx7o1g7	7163-0614-8072-0779	2019-04-22	20	2	6	3	9	2	6	hyper + impact + ?emotion—impact? + ?hyper—impact? + -prosoc
3	g052dqi	3471-2026-4119-2719	2019-04-15	20	3	2	5	7	6	2	hyper + impact + ?ASD? + ?hyper—impact? + -prosoc
2	f0yujnx	6704-2479-9576-6536	2019-04-22	26	4	6	8	10	2	1	hyper + impact + ?emotion—impact? + ?hyper—impact? + -prosoc
1	f0yujnx	6704-2479-9576-6536	2019-04-15	28	5	6	9	10	3	3	hyper + impact + ?ASD? + ?peer—emotion? + ?emotion—impact? + ?hyper—impact? + -prosoc
N	Person_ID	PlusIID	created	ebdtot	impact	emotion	conduct	hyper	peer	prosoc	A.I. Notes

This time, Prioritise places all teacher assessment of young people in a cohort in a table, also sorting them in descending order, and by importance of ebdtot, impact and prosco.

Note: If you try and view results for an informant that has not yet had an assessment (e.g. a parent), *you will view an empty table.*

N	Person_ID	PlusIID	created	ebdtot	impact	emotion	conduct	hyper	peer	prosoc	A.I. Notes
N	Person_ID	PlusIID	created	ebdtot	impact	emotion	conduct	hyper	peer	prosoc	A.I. Notes

15. To close the Prioritise application you must click the '**X**' button on the Prioritise SDQs tab.