



## Velos eResearch SOPs

Policy or Procedure Title:  
**Patient Numbering System**

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### Introduction:

This protocol details the Patient Numbering Systems that users of the LCRC Clinical Trials Management System (Velos eResearch) should use when entering new patients to the system.

### Patient Numbering System:

The patient number has two parts. The first part starts with the initial capital letter of the organization entering the protocol followed by a hyphen. For instance, T- for Tulane and L- for LSU. The second part of the protocol number should be the actual patient number within an organization. Thus, if a patient number at Tulane is P23214, the protocol number that should be entered in the Velos eResearch should be: T- P23214.

### End of Protocol.

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