

3.4.4 The Participant Details Screen

This screen displays the Participant's general information, Events, and Forms.

Depending on Access, you can:

- View Forms
- Enter/edit Form data
- Lock Events
- Sign Events
- Edit Events
- Add or Schedule Events
- Remove/Restore Events
- Clear Forms
- Reassign a Form to another version

To Access the Participant Details Screen:

On the **Participant Matrix**, click on the **Participant ID** or the **View** button that corresponds to the Participant whose information you want to see.

The Participant Details Screen

The Screen is Divided Into the Following Sections:

- General Information
- Visit-Based Events
- Common Events
- Casebook (Casebook information can be found in the **Downloading Participant Casebooks** section of the [Extract Data](#) page)

Participant AAA123
Custom View On X
AAA123 Audit Log | Showing Active Records
Expand All Collapse All

General Information
Edit

Participant ID	AAA123	Status	Available
Study Name	PDP UX Study	Site Name	

Visits
IF Sort by Date
Search form or visit name
Add New

Follow-Up	Follow-Up	Vitals	Labs
03-Nov-2021			
Treatment (1)	Pre-Treatment Evaluation	Treatment Administration	Post Treatment Evaluation
03-Nov-2021	07-Dec-21 by rbianchi (1)	07-Dec-21 by rbianchi (1b)	
Daily (1)	Daily Data		
03-Nov-2021	07-Dec-21 by rbianchi (7.8e)		
Screening (1)	Screening Form		
03-Nov-2021	07-Dec-21 by rbianchi (2)		
Eligibility and Randomization	Inclusion and Exclusion Criter...	Eligibility and Randomization	Randomization Result
01-Nov-2021	07-Dec-21 by rbianchi (1)	07-Dec-21 by rbianchi (9)	07-Dec-21 by rbianchi (14)
			Health History
			07-Dec-21 by rbianchi (4.9e)

Adverse Events
Add New
Search here

Actions	AE - Y/N	Start Date	Ongoing?	End Date:	Form Status	Last Updated	Updated By
⋮	Yes	11-Nov-2022	Yes		completed	18-Nov-2022	rbianchi@openclinica.com
⋮	Yes	01-Nov-2022	No	10-Nov-2022	completed	18-Nov-2022	rbianchi@openclinica.com

Result 1-2 of 2 (filtered from 3 total) Show 10 per page

Ad-hoc Forms
Casebook

Custom Views

The **Participant Details** screen initially opens with the **Visit-Based Events** displayed and all **Common Events** collapsed. Click the **Expand All** link to expand all **Common Events**, or click an individual **Common Event** section to expand only that section. When you expand sections, the **Custom View On** button appears. To return the screen to its default state, click the **X** on the

Custom View On X

Custom View On button.

The **Custom View On** button will appear when you expand or collapse any section that is not part of your default view. It will also appear after changing the Showing filter or using the Search feature within Visit and/or Common events. Your custom view will remain on that participant until you update it again or go back to your default view by clicking the **X**.

The General Information Section Displays Information About:

- The participant
- The study

- The site
- The participant status
- The Participate information (if [Participate](#) module is active)

Participant AAA123

Custom View On ×

AAA123 Audit Log | Showing

Active Records

Expand All | Collapse All

General Information

Edit

Participant ID	AAA123	Status	Available
Study Name	PDP UX Study	Site Name	

Functional approval by Riley Bianchi. Signed on 2022-11-18 5:07PM

Approved for publication by Paul Bowen. Signed on 2023-01-19 12:34AM

Not valid unless obtained from the OpenClinica document management system on the day of use.