

## CDU Flow Manager Terms of Use

The Victorian Department of Health, Peter MacCallum Cancer Centre and Western & Central Melbourne Integrated Cancer Service (WCMICS) have developed a tool, CDU Flow Manager, for the collection and reporting of performance data for Chemotherapy Day Units (CDU). Upon registration (one registration per health service) and agreement to the below terms of use, CDU Flow Manager will be available free of charge to health services including access to future updates.

### Terms and Conditions of Use

As the registered user of CDU Flow Manager for my health service, I agree to the following terms of use:

- It is my responsibility to ensure that the registration is complete and that contact details (to send updates and enhancements) are accurate and current.
- I am aware that access to CDU Flow Manager does not include access to a help-desk function.
- I agree to have my healthcare service and contact details (email) available on a list of registered users which will be accessible to other registered users for the purposes of collaboration and troubleshooting.
- Note: There is no obligation to work with, assist or share data with other registered organisations; however you may be approached with such requests.
- I am aware that having downloaded CDU Flow Manager that information entered into the database is stored and accessible only on the computer to which the program is installed, providing a level of security equivalent to that of the computer terminal on which it is installed. It is the responsibility of the individual health organisation to ensure data security and govern the input of identifiable data such as patient ID numbers.
- I acknowledge that if I change settings or 'customise' my version of CDU Flow Manger, that updates and enhancements will no longer be compatible and that if I choose to receive any updates all data from previous versions will be lost (or need to be manually transferred).
- Note: It is strongly suggested that should you wish to customise your report or data, that you export data into Excel or other program and conduct any required manipulations there, ensuring the integrity of the CDU Flow Manger.
- I will not distribute CDU Flow Manger directly to any third party; each third party must register directly.
- Should I publish or present any work with data collected using WCMICS Flow Manger I will include an appropriate citation.
- Citation: White, S. Murray, D. Alexander M. (2013). CDU Flow Manager. Melbourne: Western & Central Melbourne Integrated Cancer Service (WCMICS) and Peter MacCallum Cancer Centre.
- If I fail to comply with any of the above terms and conditions of use, my right to use CDU Flow Manger will be revoked, my organisation will be de-registered and will not receive any further updates, and I may not present or publish any data obtained through the use of CDU Flow Manger.

I, \_\_\_\_\_ (full name and position),

the registered user for \_\_\_\_\_ (name of health service)  
agree to the above terms of use for CDU Flow Manger.

I can be contacted on email: \_\_\_\_\_

or phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**On receipt of this signed form (email to [contactus@wcmics.org](mailto:contactus@wcmics.org)), CDU Flow Manager (and guide for installation and use) will be forwarded to you via the above registered email address.**