# **GMDN - User Guide for Basic Members**

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#### 1. GMDN Website - Search - Step-by-Step Guide

This is a Step-by-Step Guide for searching for GMDN Codes using the GMDN website.

The GMDN Search uses a 'browser like' search algorithm to find GMDN Terms using key words.

1. Logon to the GMDN Database using your Username and Password.

2. Click on Search on the Terms dropdown menu.



2. In the box, type in the keyword(s) for the medical device you are looking for.

GMDN: Home Terms - Help -		👤 basic 👻
Search 0		
Find Terms by keyword(s).		
	English	<ul> <li>Q Search</li> </ul>
Advansed Reset My-Bhortlist		
Examples: stent. aorta stent. aorta OR stent. aorta NOT stent. "aortic stent", "stent ", 62572 47685 Note: Translations may not be available for some terms.		

Formatting the search text can help narrow down the search. For example:

*cardiac OR catheter* creates an 'either of the words' filter and will produce over 1,170 results.

cardiac catheter is an 'all of the words' filter and will produce over 110 results.

"cardiac catheter" uses "the exact phrase" filter and will produce about 20 results.

cardiac NOT valve will remove the word 'valve' from the 'cardiac catheter' results.

GMDN Code (Example 12345) will return the relevant GMDN Term.

4. The *Advanced* tab provides additional filters to narrow the search by Term Modification Date.

Specific searches can include 'obsolete' GMDN Terms.

In the example below, the Advance search criteria is looking for all Terms that contain the word 'stent' that have been modified in the 'last 6 months' that will also include 'obsolete' Terms.

Find Terms by key	vord(s).		
Stent		English	V Q Searct
dvanced Reset My Shortlis	<u> </u>		
Location	GMDN Terms 6 Months		~
Include Obsolete	2		
Row Per Page	25		~
Show Definitions			

5. Click on the Search button or press Return and the results are displayed in a list form.

GMDN: Home	Terms ▼ Help ▼			L basic	Ŧ
Search o					
Find Terms by key	word(s).				
stent		English	(	✓ Q Search	
Advanced Reset My Shortlis	t		$\langle$		
Location	GMDN Terms			~	
Modified	6 Months			~	
Include Obsolete					
Row Per Page	25			~	
Show Definitions	0				
Examples: <u>stent</u> , <u>aorta stent</u> , <u>aorta O</u> Note: Translations may not be availat	R stent, aorta NOT stent, "aortic stent", ".stent", 62572 47685 Je for some terms.				
Obsolete					
6 term(s)	_	Code	Status	$\sim$	
Drug-eluting paranasal sinus A bioabsorbable device with a drug the Tratment of chronic sinustie – made of synthetic polymer(s) capat endoscopically implanted via the na	tent coating whended to be implanted into a paranasal sinus (e.g., frontal, sphenoidal, ethmoidal, maxillary) to maintain sinus patency in ref drug coating is intended to reduce inflammation and polyps to facilitate the separation of sinus mucosal tissues. The device is le of being degraded and absorbed by body tissues, and is designed to allow for the slow release of the drug coating. It is sal passageway; disposable devices associated with implantation may be included.	1	Active	ShortIst Details	

The Term Definition is revealed by clicking on the Term Name.



The results are prioritised according to if the search text is found in the Term Name or Term Definition. The list is presented in Term Name alphabetical order with the priority being when the search text is in the Terms Name and next if the search text is only found in the Term Definition. The search text is highlighted.

By clicking the Term *Details* link, you can see more information belonging to that Term, including a translation of the text, if available.

GMDNI: Home	Terms • Help • Lasic
Term Details	
Name	Abdominal aorta endovascular stent-graft deployment aid
Definition	A nonimplantable device designed to aid stability and control of the single-use delivery system during the deployment of an abdominal aorta stent-graft to repair an abdominal aortic aneurysm (AAA). This device, which is a separate attachment and does not have any patient contact, is attached to the AAA stent delivery system handle and may provide the surgeon with better mechanical control and stability during stent deployment, particularly in case of difficult patient anatomy. It is typically made of moulded plastic and metal, and may be interchanged between delivery systems during a single implant. This is a single-use device.
Code	
Status	Active
Created Date	20 Apr 2010
Modified Date	22 Jan 2021
Reason for	Term has been ediled to remove reference to sterility; distinguishing devices solely on sterility difference is being phased out of the GMDN.
$\langle$	Get Code         Add to My Shortlist         Move to My Archive         Return to My Terms           Note: Terms in "Lawrichive" do not generate Alerts.         Return to My Terms         Return to My Terms
ranslations	
Language	- Select -
ontact Us Cookie Policy.	Privacy Policy Licence Agreement Terms of Website Use Copyright Statement Build 2024.1.1 © 2024 GMDN Agency Ltd.

6. To see the 5-digit GMDN Code, you must use your Code Credits. You can do this by clicking the *Get Code* button. Note: New Memberships will have an allocated Code credit starter allowance.

The GMDN Term Name and Code are displayed. These will need to be printed or copied by the user for their records.

GMDN: Home Terms - Help -	L basic -
Confirmation	
Thank you for your purchase. The code for term <b>Abdominal aorta endovascular stent-graft deployment aid</b> is below. Please copy this code, or print this page. 56295	
In     Contact Us Cookie Policy Privacy Policy Licence Agreement Terms of Website Use Copyright Statement Build 2024.1.1 © 2024 GMDN Agency Ltd.	

#### 2. GMDN Website - Enquiry - Step-by-Step Guide (Basic membership)

This is a Step-by-Step Guide for submitting an Enquiry for new or modified GMDN Codes using the GMDN website.

If after using the GMDN Search tool a user cannot find a relevant GMDN Term for their product, they are invited to submit an *Enquiry*. The Enquiry process is the only method of seeking assistance from the GMDN Agency in identifying GMDN Terms. The outcome of an *Enquiry* will be one of the following:

- a. The GMDN Agency identifies an existing GMDN Term.
- b. An existing GMDN Term is modified to include the new product's characteristics.
- c. A new GMDN Term is created.

1. Logon to the GMDN Database using your Username and Password.



2. Click on *Enquiry* on the dropdown list in the *Help* menu.

3. The *Enquiry* screen displays all the previous enquiries submitted from the account. This page is also used to monitor progress on all outstanding enquiries. As a Basic member you receive *2 Free Enquiry Service Credits*, any subsequent Enquiries are charged at £100 per submission.

GMDN: Home	e Terms ▼ Help ▼			👤 basic 👻
Enquiry 📀				
Can't find a Ter	m for your product?			
You have 2 remaining e	enquiry credits. Buy Enquiry Credits	)		
Before creating t     Completion can     Basic members t     English only.	New Enquiry please use <u>Search</u> or <u>E</u> take several weeks (depending on pr have lower priority in workload queue	xplorer - for help please us oduct complexity and respo	e <b>User Guides</b> or <u>Training</u> . nse to questions) - please see <u>What We Do</u> .	
New Enquiry			User - All -	~
Ref	Modified Date	Created Date	Medical Device Name	User Status
No items found.				
in <u>Contact Us</u> <u>Cookie Polic</u>	y <u>Privacy Policy</u> <u>Licence Agreem</u> e	ent Terms of Website Use	Copyright Statement Build 2024.1.1 © 2024	4 GMDN Agency Ltd.



4. Click on *New Enquiry* to start filling in product details.

All information provided to the GMDN Agency is confidential to us and is subject to current Data Protection Law. For more information, please see our *Privacy Policy*, found in the footer of all webpages.

Enquiry	MA 1	
Product details. Your Email	manufacturer@gmdnagency.org	
	My Profile	
Medical Device Name	Brand/Trade/Proprietary Name or Common Name	J
Manufacturer		
Catalogue / Reference (REF)		
Files	Choose Files No file chosen Please suppry documentation (e.g. IFU, brochure) which includes an image. Supports Images, Adobe Acrobat, Microsoft Word.	
In	http://www.example.com	
Reason		
	Why do you require a GMDN term i.e. which Regulator or other body is asking you to provide a GMDN term?	
Step 2	General medical device     In Vitro Diagnostic (IVD)     Software Please choose your enquiry type to proceed to the next step.	

The *Medical Device Name, Manufacturer, Model* and *Reason* are mandatory data fields. This information is used by us to help identify the device but is not necessarily used in the final GMDN Term Name or Definition.

Please also attach a File which contains the product information by using the *Choose File* button. For example, an 'Instruction for Use' (IFU) or product brochure. This is also a mandatory field.

You can also provide a *Catalogue/Reference (REF)* and a relevant URL if applicable; this is not a mandatory field however it may increase the speed of the Enquiry process.

5. At the bottom of the page, Step 2 asks what type of device the enquiry relates to. This is used to determine the next set of questions we ask about the product. There are three options. Select the relevant option and click next.

- a. *General medical device* where the primary product is a general medical device.
- b. In Vitro Diagnostic (IVD) where an IVD is the primary product.
- c. Software where software is the primary product



a. *General medical device* is for products that are to be used as a medical device only and will ask questions related to that specific technology. Once you have completed the form click next.

inquiry							
	ep 1			5Mp 2			
eneral medical	device.						
Intended Use / Target							
Components	Name	Use Frequency	Sterility	Invasiveness	Sold Separately	Power	Materials
	Add	oserrequirity			oon oop	1	manerin
	Please comp	piele this table to include all con	nponents only if suppli	ed separately, i.e. outside of t	the system or kit.		
	(For simple s	single-piece devices complete a	is one component).				
	- Select -						
Key Attributes							
Key Attributes Additional							
Key Attributes Additional							
Key Attributes Additional							
Key Attributes Additional							

b. In Vitro Diagnostic (IVD) will ask questions only related to IVDs. Once you have completed the form click next.

Enquiry	
8	Skip 2
In Vitro Diagnosti	c (IVD).
Nature Of Device	- Select - *
Target Analyte	
Components	Select -     Select -
Components (Other)	
Assay Type / Methodology	Assay analysis technique / methodology
<b>Clinical Application</b>	Clinical application / Associated clinical condition
Usage	- Select - •
Additional	
	Cane Rest J

c. **Software** is for software-based products only and will ask questions related to that specific technology. Once you have completed the form click next.

Enquiry	
She	p 1 Step 2
Software.	
Used For	
Functionality	
Technology	
Platform	- Select -
Features	- Select -
Additional	
	Cane Next >



6. The *Summary* page is used to provide a final check on the product details prior to submission. Review the summary and when happy with it press submit.

Enquiry		
S	Step 1 Step 2	Step 3
Summary.		
Medical Device Name	Syringe	
Manufacturer	Syringe Co	
Model	long	
Catalogue / Reference (REF)		
Files	Obsoletion template - PW v1.docx	
InU		
Reason	adsdfc	
Enquiry Type	Software	
Used For	Monitoring blood pressure	
Functionality	Os-Based	
Technology	App for smartphone	
Platform	Dedicated hardware	
Features	Captures patient demographics/clinical data	
Additional		
		Back Cancel Submit >

7. Following submission, the GMDN Term is assessed by the GMDN Agency and allocated to a subject expert to review. The expert will contact you for more information if needed using a notification email. An example email is given below. The message contains a link to your *Enquiry*.

Dear XXXXXXXX
The GMDN Term Development Team has posted a message regarding your enquiry. This may be asking for more information or another comment regarding your enquiry. The Term development process cannot continue until the necessary information is received.
Enquiry - <u>EQ160001</u>
Regards GMDN Agency

Any change to the status of an *Enquiry* will also be made to the *Alerts* page and is found in the Account dropdown menu at the top right of the webpage (with the person icon). There will always be an opportunity to discuss the outcome of the Enquiry with the GMDN expert.

8. Following the satisfactory completion of the Enquiry, it will be closed. The history will still be available for future reference in the *Enquiry* page.

#### 3. GMDN Agency - Membership Renewal Process (Basic membership access)

Guide for membership Renewal for existing GMDN Members, showing screen shots and system email messages.

1. The Membership status is always available to view in the *Membership* tab and is found in the Account dropdown menu at the top right of the webpage (with the person icon).



2. If you click on the *Membership* link, it will take you to your *Membership* page.

GMDN: Home	Terms • Help •	👤 basic 👻
Membership	0	
Information about	t vour account membership	
mormation abou	it your account membership.	
Your account expires in 7	i days. Buy Membership	
Membership Type	Basic	
Annual Sales	N/A	
Number	J123370	
Start Date	12 Apr 2019	
Expiry Date	12 Apr 2024	
Activated	Yes	
	Only activated accounts can access GMDN Terms and Codes.	
Code Credits	2	
Enquiry Credits	2	
User Credits	0	
	Certificate Licence Agreement	



3. Membership can be renewed up to 3 months before it is due to expire and when available will be visible as a *Buy Membership* link on your *Membership* page.

GMDN: Home Terms - Help -	
Membership	
Your account expires in 33 dates. Buy Membership	

4. When the user clicks the *Buy Membership* button, the *Membership Renewal* screen will be displayed.

For membership with £0.00 value there are no payment options applicable. Click Next.

GMDNE Home	Terms + Help +	oasic 🔻
Membership		
Membership		
Membership type compa	rison	
Membership Type	Basic	~
	SCHEDULE J – for a BASIC USER 1 Definition. For the purposes of this Agreement a 'Basic User' is any natural or legal person required by regulation to use the GMDN. 2 Purpose. Use of the GMDN nomenclature for the Licensee's internal purposes to code its medical products. A Licensee may provide the GMDN Code to their customer or regulator in relation to their specific products.	•
	3 Access Rights. The Licensee shall be entitled to access the GMDN Database and shall be issued with the relevant number of Code Credits when joining for the first time.	-
Annual Sales	N/A	~
	Company size changed? Please supply additional information to our Customer Services and we will amend your membership. Contact Us	
Additional Info		li
Currency	British Pound (GBP)	~
Total	0.00	
Method	Credit Card Invoice Quote Quote MesterCard Visa (FUR_GRP_USD) Amex (USD) JCR_Maestro (GRP)	
Purchase Order	Invoice purchase order number (optional).	
	Refund Policy	



5. Next Terms & Conditions need to be accepted. Then click the blue Finish button.

	REMENT
1.1. Once your r is controlled by a be issued with s	egistration to access the GMDN Database has been accepted by The GMDN Agency, access to the GMDN Database by you (the 'Licensee' as defined below) in electronic permit activated by entering a user ID and password. The user IDs and passwords are supplied by The GMDN Agency on a subscription basis. To uch a user ID and password the Licensee must complete the Registration Form and submit it as directed.
1.2. By submittin GMDN Database referred to in the that the informat defined below). I Licensee to use	g the registration details required by The GMDN Agency in the Registration Form and by paying the relevant Licence Fee (where required) for accessing the t, the Licensee agrees to be bound by the Terms and Conditions of this licence agreement and the relevant Schedule applicable to the type of licence as Schedule as designated by The GMDN Agency in its absolute discretion. By submitting the Registration Form, the partly identified as the Licensee is warranting ion submitted is true and accurate and the person submitting the Registration Form is duly authorised on behalf of the Licensee to enter into this Agreement (as n exchange. The GMDN Agency will, subject always to the terms of this Agreement, grant the Licensee a licence to access the GMDN Database and for the the codes accessible form it on the following Terms and Conditions and relevant applicable Schedule.
2. TERMS AND	CONDITIONS
2.1. Definitions	
2.1.1. In these T meanings, unles	erms and Conditions, the terms defined in the Schedule shall have the meanings set out in the Schedule and the following terms shall have the following s the context requires otherwise:
meaninos. unles	s the context requires otherwise:

6. The GMDN website will now be fully functioning to search for GMDN Terms and Codes.

#### 4. Stay in touch with the GMDN Agency

We have an 'opt-in' newsletter, which you can subscribe to, to stay ahead with news about the Agency and any key developments regarding the GMDN data set.

To opt-in to these options please tick the relevant box in *My Profile* as below. *My Profile* can be found in the Account dropdown menu at the top right of the webpage (with the person icon).

	Terms + Help +
/ly Profile	
lodify your pers	onal details.
Destin	
Field	- seed -
First Name	basic
Middle Name	
Last Name	test
Job Title	
Group	
User Name	basic@gmdnagency.org
Email	basic@gmdnagency.org
Phone	
low we commun	nicate with you
Term Changes	
	Real-time email notifications about your purchased terms. See also Alerts
Account Summary	
	Periodic email indifications about your ecceent ead purchased terms. See also Alerts
GMDN Focus	
	Periodic email newsletter containing news and marketing material
	Save Confirm Email Change Password

From time to time, we may request your input when reviewing our GMDN Terms. This is an important part of maintaining the Terminology to ensure that it always represents devices on the market as accurately as possible. We also understand that this requires time on your part, and we are very appreciative of the responses and any additional information that you provide.

The GMDN is also on social media platforms such as <u>LinkedIn</u>, where we share news and other interesting articles from within the MedTech industry.

If you have any questions, please contact us at this link.