

Access Instructions

Federated Query System

Version: 2.0

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- [3. How to request access](#)
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1 Introduction

The federated query system (FQS) allows queries on anonymized and nationally harmonized data coded in national or international terminologies. Researchers can assess whether and where patients or patient data potentially suitable for a specific research question exist at one or several of the Swiss University Hospitals (UHs).

The system enables researchers to verify the feasibility of their project by running simple queries against a subset of clinical data of all UHs. Additionally, it allows designing and optimizing inclusion and exclusion criteria for study protocols without transferring any patient data. These queries may include demographic information (age and gender), diagnosis (ICD-10), procedures (CHOP), medication (ATC) and lab test (LOINC) and lab results with units (according to UCUM). Overall, the system includes 70 Mio data points from 450 000 patients, which signed the general consent.

2 Access requirements

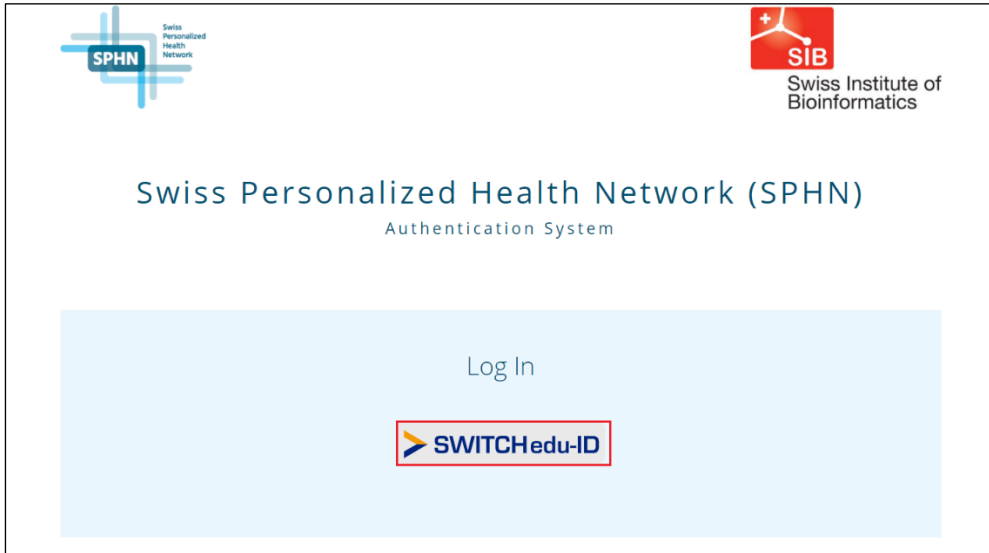
In order to gain access to the FQS, users must meet the following requirements:

- The user's institution must have signed an agreement with the SIB. Currently, all five Swiss university hospitals are part of this network, additional institutions will have the possibility to join at a later time point.
- Users have a [SWITCH edu-ID](#) account with their employing institution linked in their profile (though [SWITCHaai](#)). As authentication through SWITCHaai via SWITCH edu-ID is unfortunately not currently possible for USB employees, USB researchers will have access to the SPHN FQS from the beginning of 2022.
- Each user has individually agreed to abide by the [FQS Acceptable Use Policy](#).

3 How to request access

3.1 Go to the **BioMedIT Portal** by entering <https://portal.dcc.sib.swiss/> in your browser.

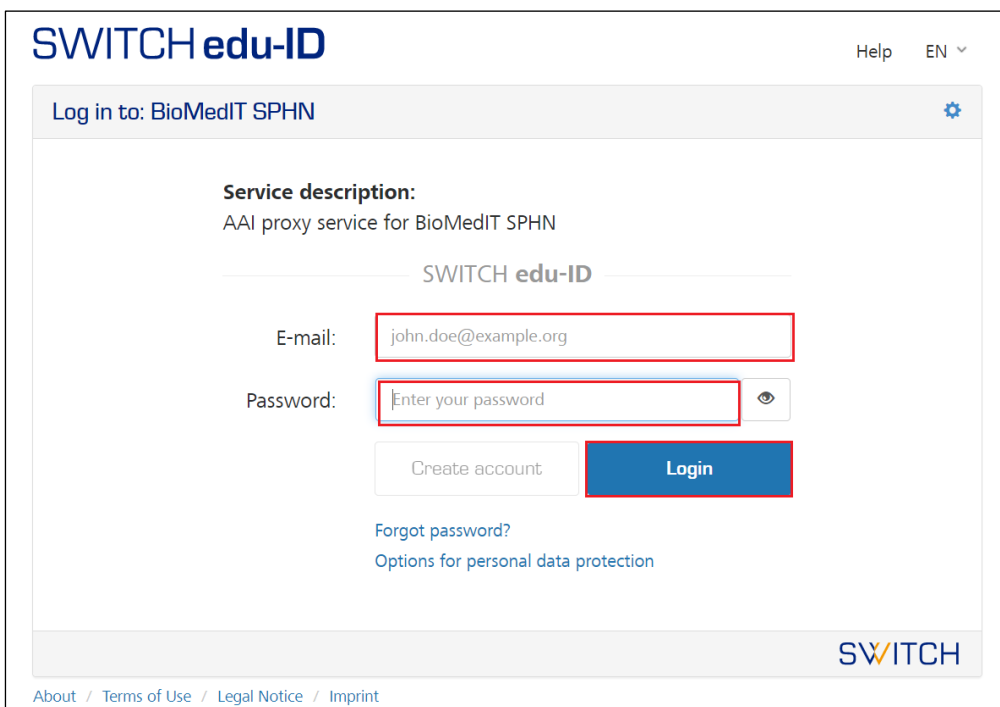
a. Click on **SWITCH edu-ID**



3.2 The **SWITCH edu-ID Login** page will be displayed.

a. Enter your **E-mail** and **Password**

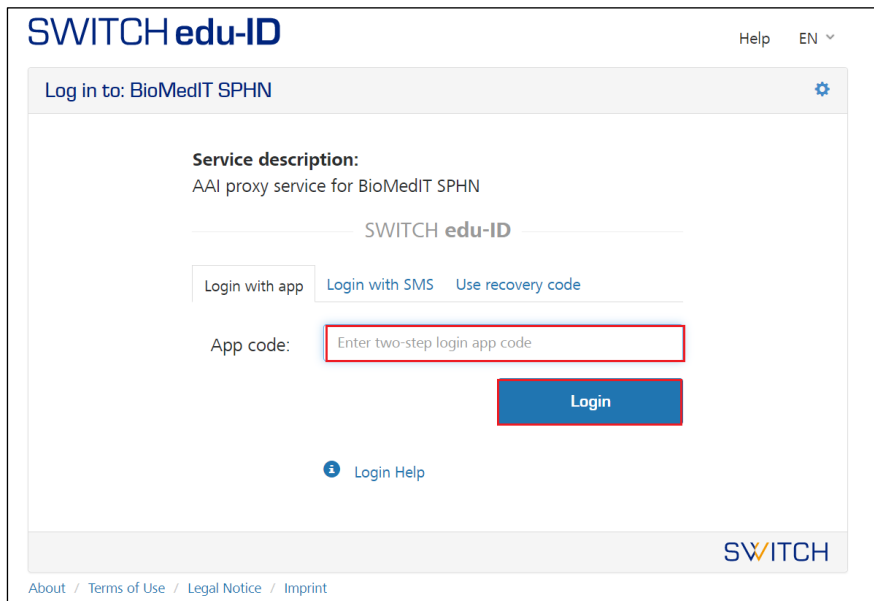
b. Click on **Login**



3.3 The **Two-factor authentication** page will be displayed. Notice that your second authentication method (via an authenticator app, or a code sent by SMS to your phone) will depend on the settings in your SWITCH edu-ID Account.

(For questions related to your SWITCH edu-ID configuration, visit [FAQs - SWITCH edu-ID - SWITCH Help](#))

- a. Enter your **App Code** or **SMS Code** (as applicable)
- b. Click on **Login**



SWITCH edu-ID

Help EN

Log in to: BioMedIT SPHN

Service description:
AAI proxy service for BioMedIT SPHN

SWITCH edu-ID

Login with app Login with SMS Use recovery code

App code: Enter two-step login app code

Login

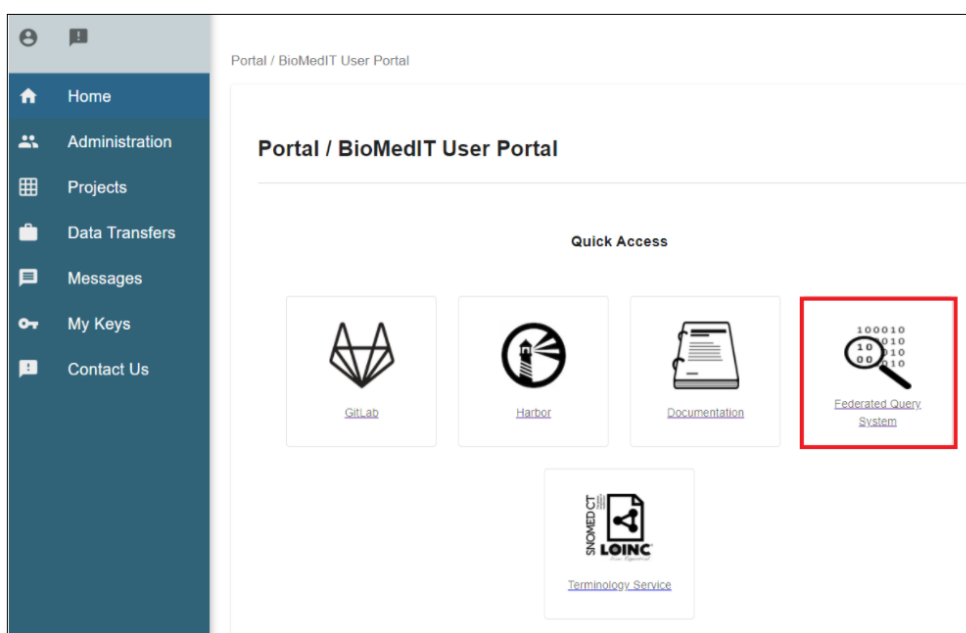
Login Help

SWITCH

About / Terms of Use / Legal Notice / Imprint

3.4 The **BioMedIT User Portal's Home** will be displayed. At the **Quick Access** tiles:

- a. Click on **Federated Query System** icon:



Portal / BioMedIT User Portal

Portal / BioMedIT User Portal

Quick Access

GitLab

Harbor

Documentation

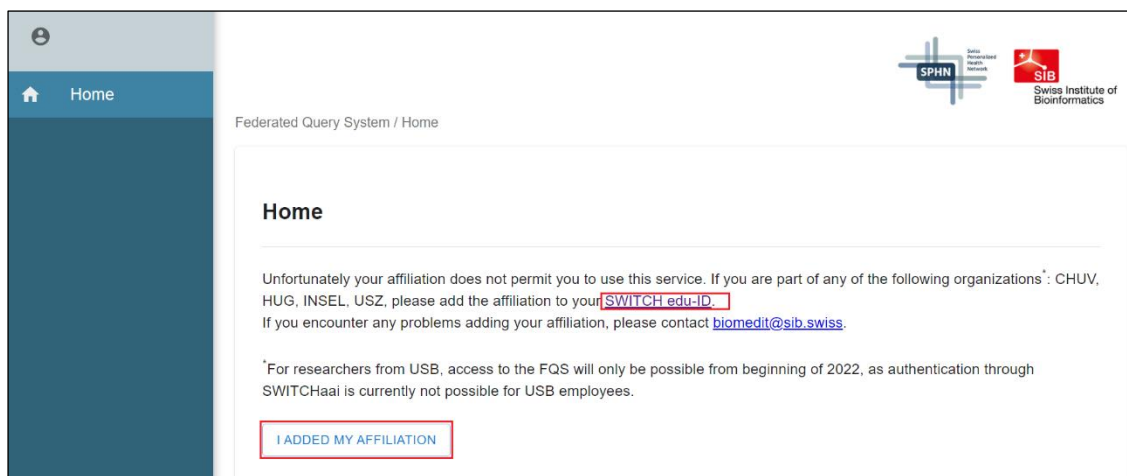
Federated Query System

Terminology Service

If it is the first time you access the Federated Query System, the system will display the **Registration Form** with your name and current affiliations in your SWITCH edu-ID.

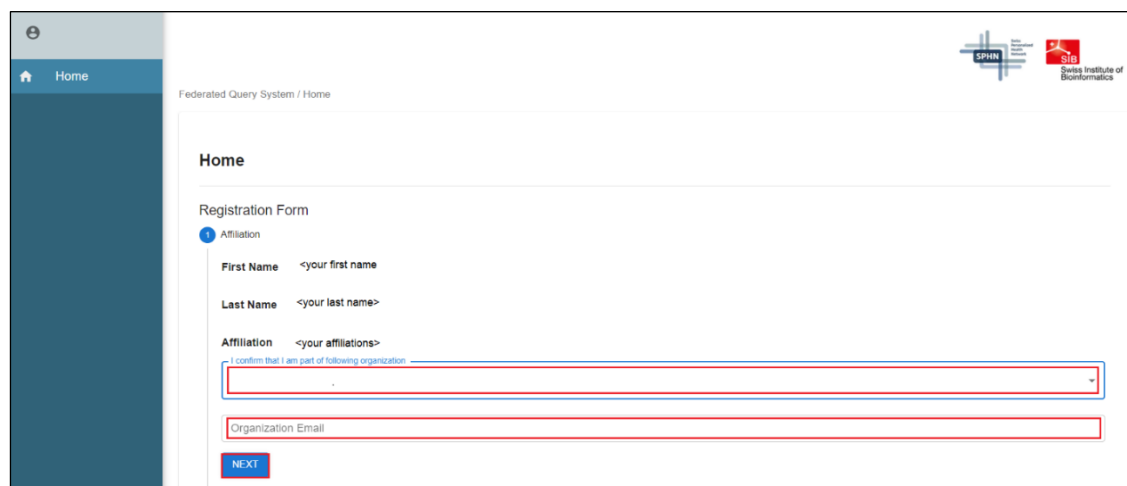
Note:

- **If you do not have any linked organization** in your SWITCH edu-ID, or your linked organization(s) do(es) not have a signed agreement with the SIB, the system will give you the option to update your account.
 - a. Click on **SWITCH edu-ID** to update your account in SWITCH.
 - b. Return to this screen and click on **I ADDED MY AFFILIATION** when your organization is linked to your SWITCH edu-ID.



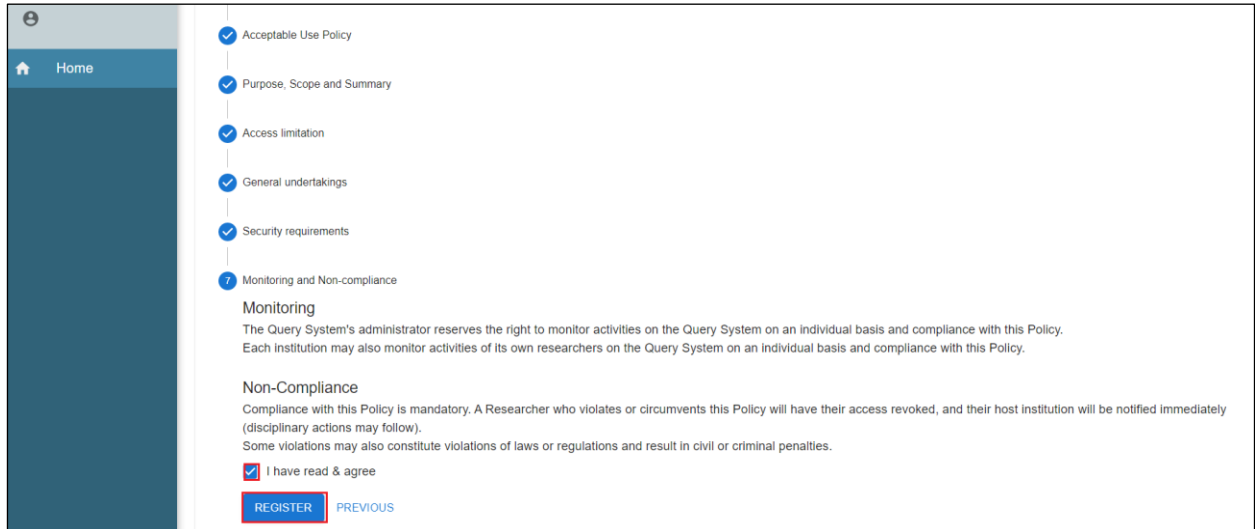
3.5 In the Registration Form,

- a. Select your **institution** from the drop-down list
- b. Enter your **institution email**
- c. Click on **NEXT**

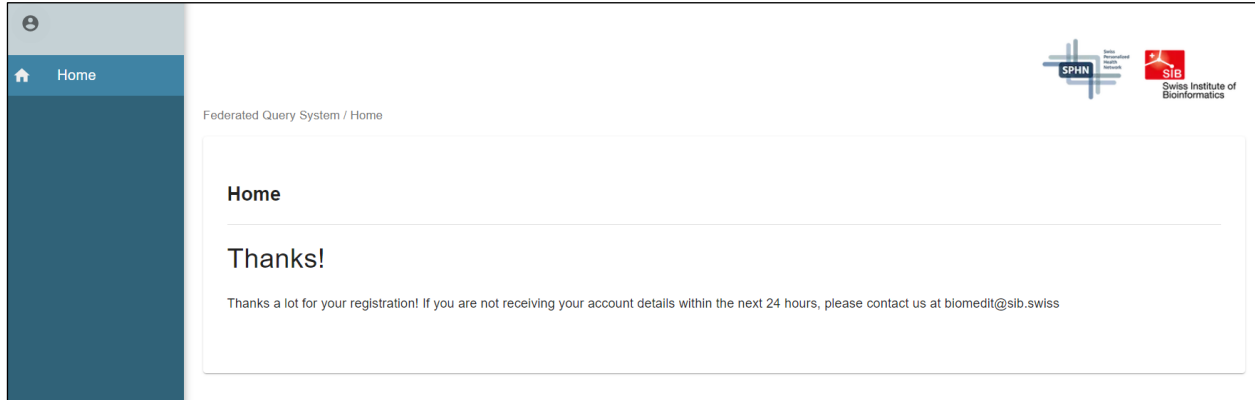


3.6 The **Acceptable Use Policy** will be displayed.

- a. Read carefully all sections
- a. Click on **I have read & agree** when all the terms are read, understood, and agreed.

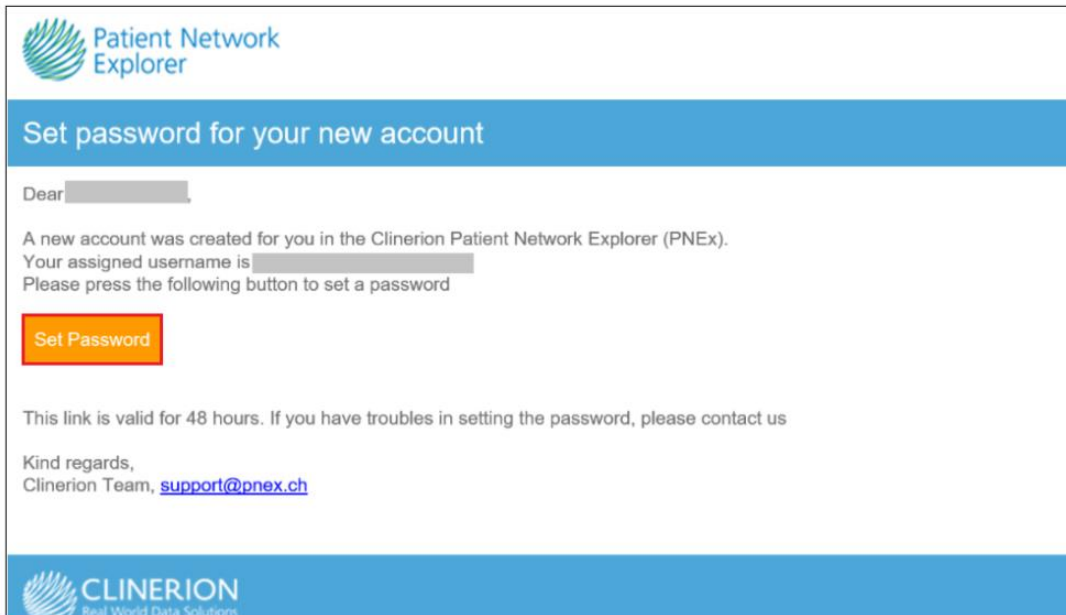


3.7 You will get confirmation that your request was sent.



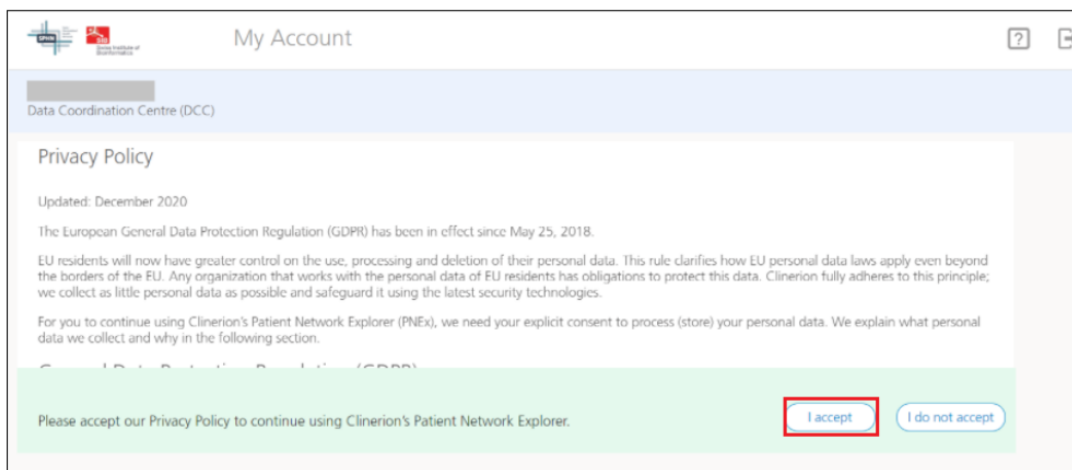
3.8 Within 24 hours, you will receive an email with your account details and the option to set your credentials.

- a. Open the email
- b. Click on **Set Password**.



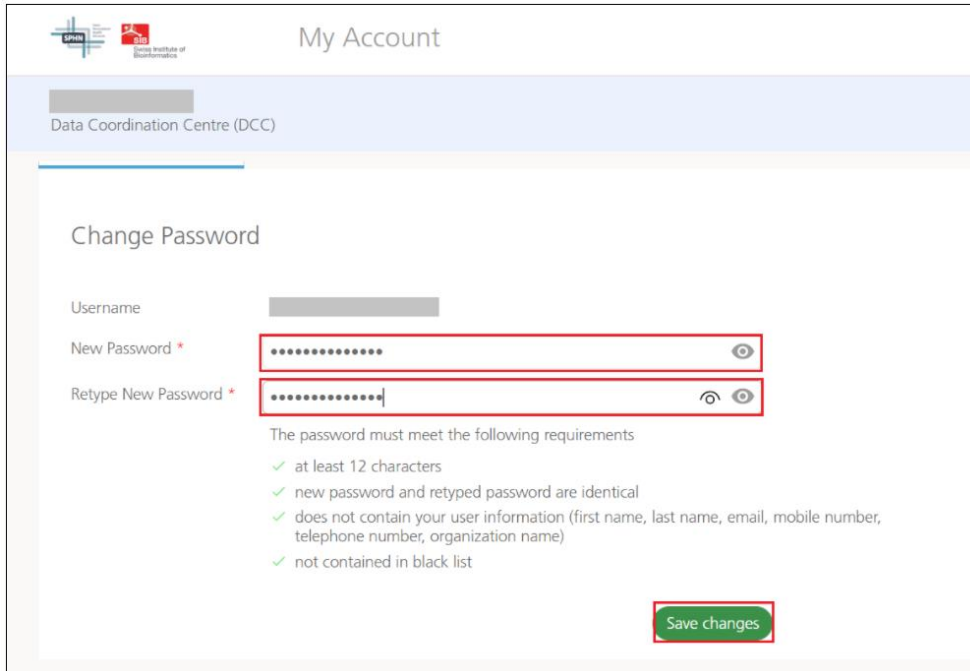
3.9 The **Privacy Policy** will be displayed:

- a. Read carefully all sections
- b. Click on **I accept** when you have read, agreed and understood all the terms.



3.10 The **Change Password** screen will be displayed.

- a. Enter a password that meets the security requirements
- b. Click on **Save changes**



My Account

Data Coordination Centre (DCC)

Change Password

Username

New Password *

Retype New Password *

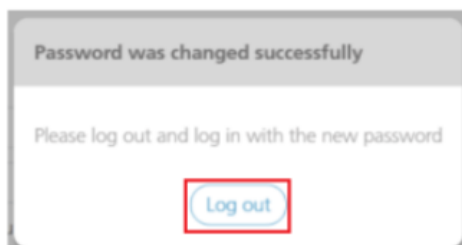
The password must meet the following requirements

- ✓ at least 12 characters
- ✓ new password and retyped password are identical
- ✓ does not contain your user information (first name, last name, email, mobile number, telephone number, organization name)
- ✓ not contained in black list

[Save changes](#)

3.11 You will get confirmation that your password was changed successfully.

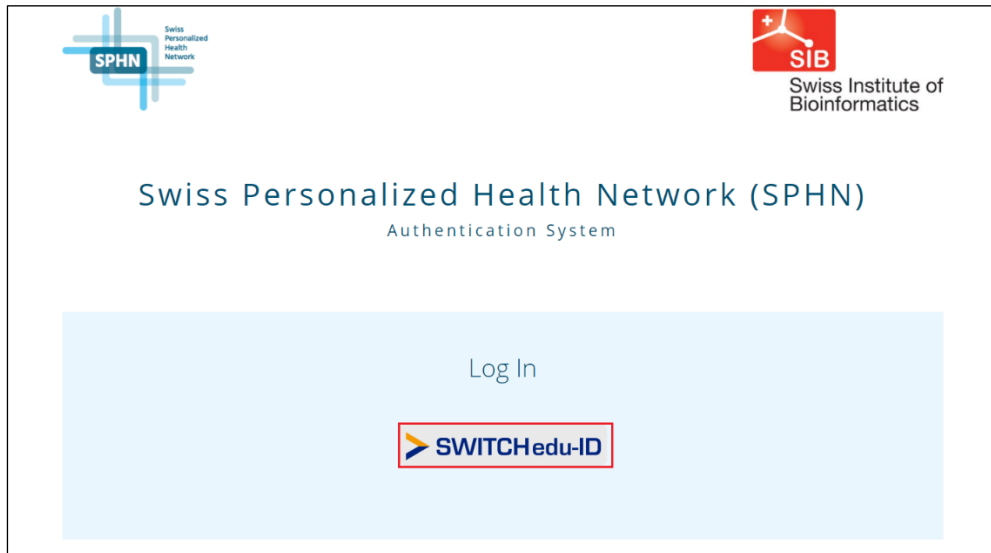
a. Click on the **Log out** button



4 Login to the FQS

4.1 Go to the **BioMedIT Portal** by entering <https://portal.dcc.sib.swiss/> in your browser.

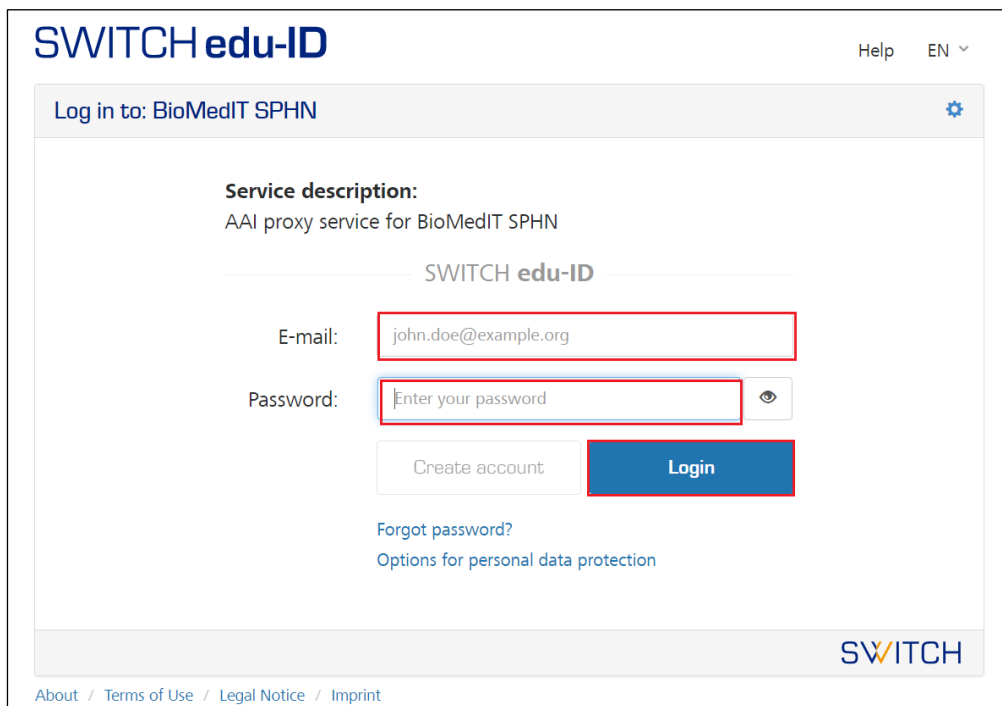
a. Click on **SWITCH edu-ID**



4.2 The **SWITCH edu-ID Login** page will be displayed.

a. Enter your **E-mail** and **Password**

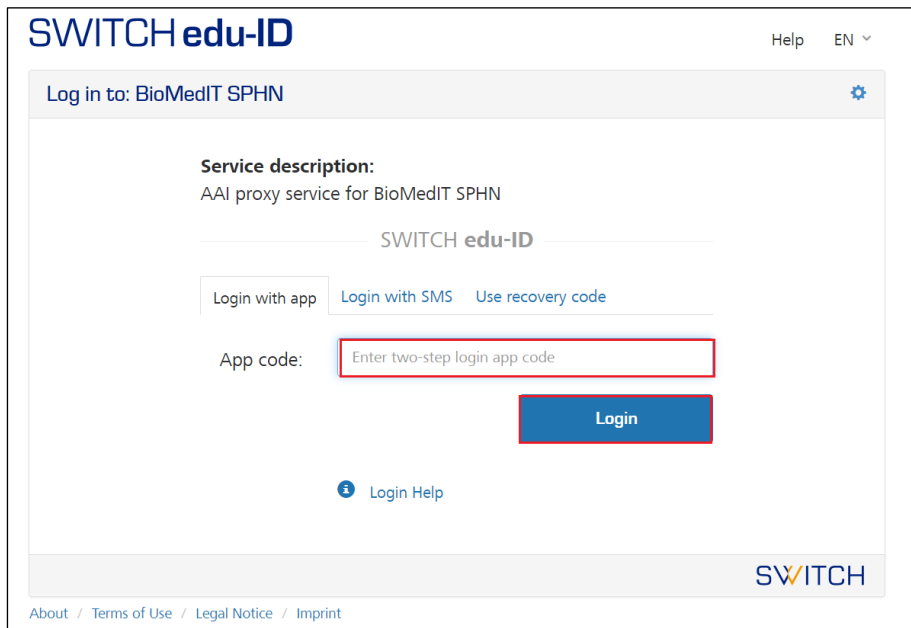
b. Click on **Login**



4.3 The **Two-factor authentication** page will be displayed. Notice that your second authentication method (via an authenticator app, or a code sent by SMS to your phone) will depend on the settings in your SWITCH edu-ID Account.

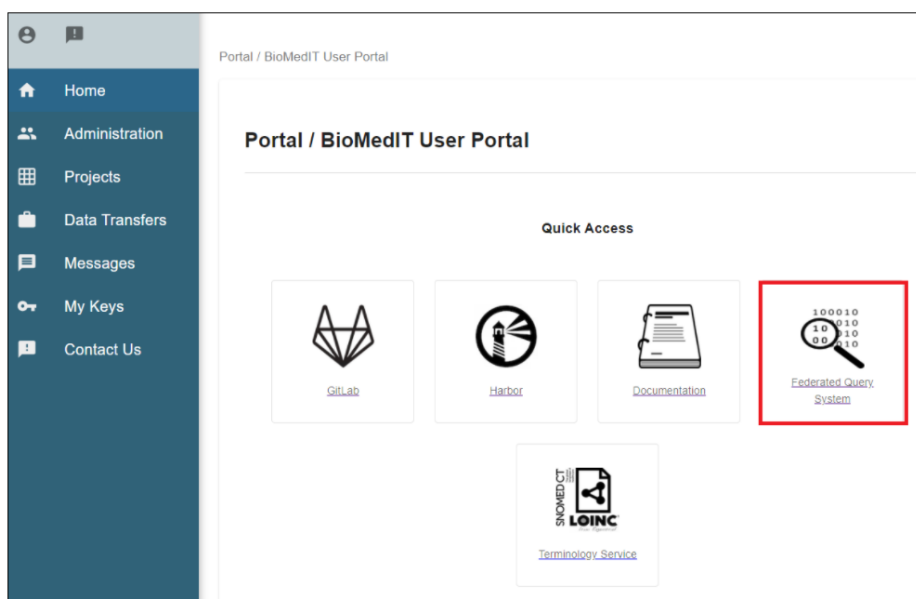
(For questions related to your SWITCH edu-ID configuration, visit [FAQs - SWITCH edu-ID - SWITCH Help](#))

- a. Enter your **App Code** or **SMS Code** (as applicable)
- b. Click on **Login**



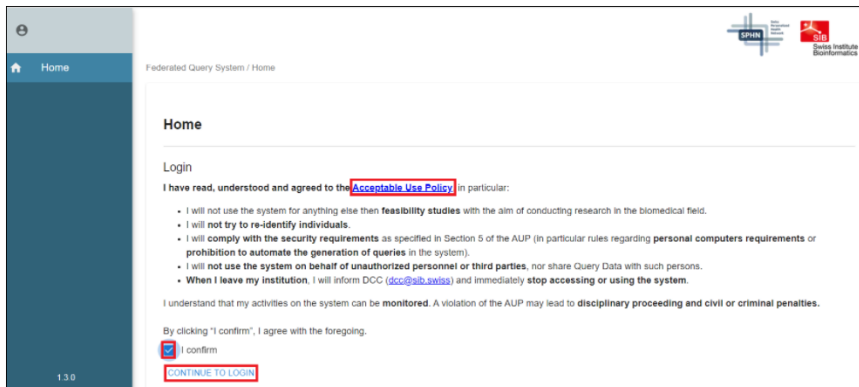
4.4 The **BioMedIT User Portal's Home** will be displayed. At the **Quick Access** tiles:

- a. Click on **Federated Query System** icon:



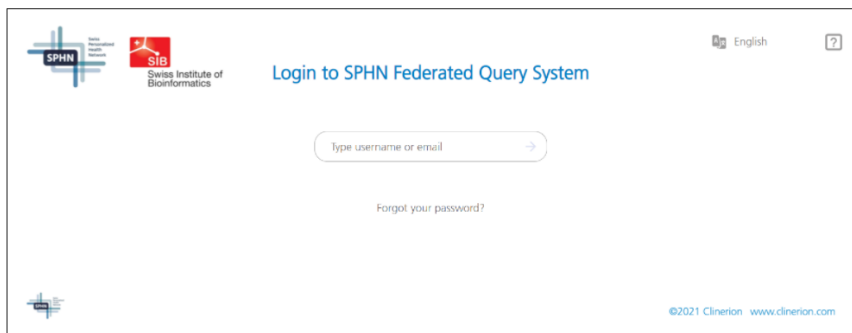
4.5 The **Login** page will be displayed.

- a. Read the **Acceptable Use Policy**
- b. Select **I confirm** when the you read and understood the **Acceptable Use Policy**
- c. Click on **CONTINUE TO LOGIN**



4.6 The **Login to the SPHN Federated Query System** page will be displayed.

- a. Enter your username or email. You can find your username in the confirmation email you received from the DCC.
- b. Click on the '→' icon

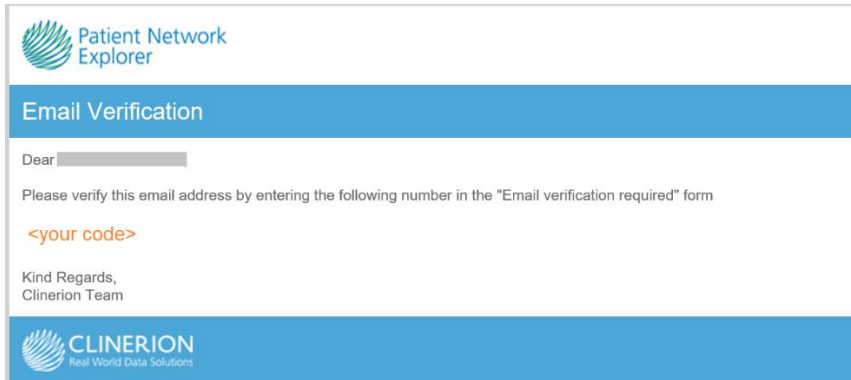


4.7 The **Email Verification** page will be displayed asking you to enter a 6-digit code.



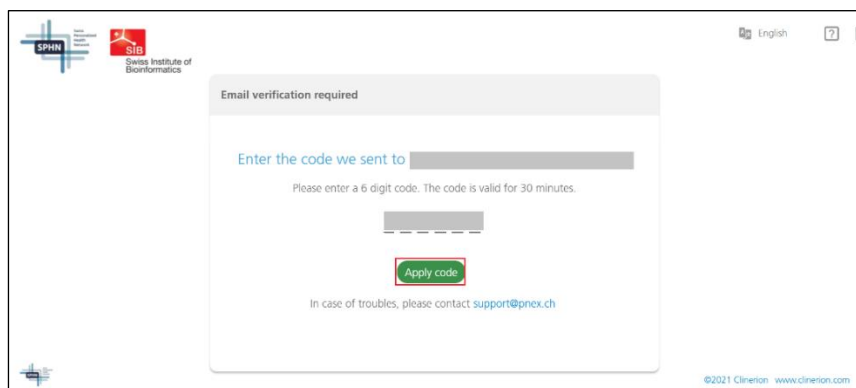
4.8 Check your inbox. You would have received an email with the code:

- a. Copy the code
- b. Return to the **Email Verification** page



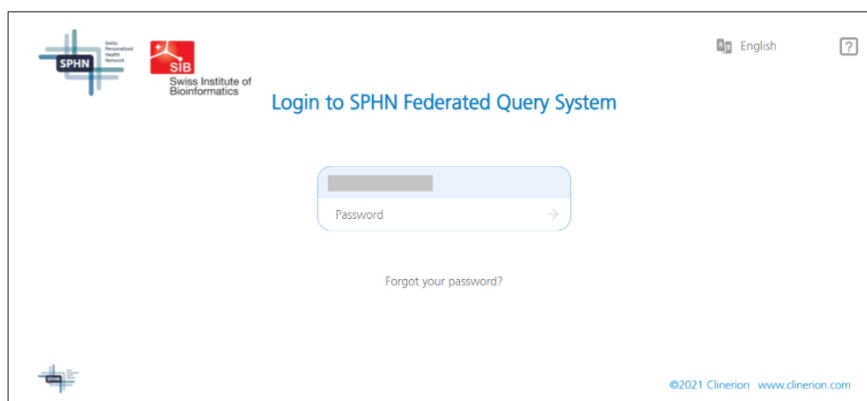
4.9 In the **Email Verification** required page

- a. Enter the code you received by email and click on **Apply code**



4.10 You will be prompted to enter your password.

- a. Enter your password



4.11 If your credentials are correct, you must have logged in to the Federated Query System successfully.

5 Resources

- To check or update your linked organizational identities, go to [SWITCH edu-ID - My edu-ID](#)
- For instructions to manage your SWITCH edu-ID, go to [Creating a SWITCH Edu-ID - SPHN DCC](#)
- For detailed instructions for creating queries and using the system, go to [FQS FAQs](#)