

# BREAST-Q Version 1.0

## SCORING GUIDE

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### **Printing History:**

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## Table of Contents

Which BREAST-Q Version 1.0 Scales are Scored USING QSCORE? .....	3
Which BREAST-Q Version 1.0 Scales are Scored USING LOOK-UP TABLES?.....	4
Which BREAST-Q Version 1.0 Items are NOT SCORED? .....	4
QUICK GUIDE: Scoring BREAST-Q Version 1.0© with QSCORE™ .....	5
QUICK REFERENCE TABLE .....	5
DETAILED GUIDE: Scoring BREAST-Q Version 1.0© with QSCORE™ .....	6
INTERPRETATION OF SCORES .....	6
STEP 1: Enter Data into Template .....	6
STEP 2: Installing the QScore Program .....	7
STEP 3: Use the QScore Program.....	8
Starting QScore.....	8
Uploading patient responses (File exported from Excel Template).....	9
Calculating the scores.....	10
Questionnaire and Input File Mismatch .....	12
Saving scores to file .....	13
Displaying the saved patient scores .....	14
Exit from QScore.....	15
STEP 4: Open and save output in Excel .....	16
Opening QScore output in Excel.....	16
Save the spread sheet in an Excel format .....	17
Important QScore Notes and Trouble Shooting Solutions: .....	18

### **NOTE:**

**If you have a MACINTOSH computer, you will not  
be able to download the QScore software.**

**Which BREAST-Q Version 1.0 Scales are Scored USING QSCORE?**

QSCORE is required to score the BREAST-Q Version 1.0 scales listed on this page:

BREAST-Q   AUGMENTATION MODULE		
QUALITY OF LIFE SCALES	SATISFACTION SCALES	
Physical Wellbeing Chest	Breasts	Medical Team
Psychosocial Wellbeing	Information: Surgery	Office Staff
Sexual Wellbeing	Outcome	Surgeon

BREAST-Q   REDUCTION / MASTOPEXY MODULE		
QUALITY OF LIFE SCALES	SATISFACTION SCALES	
Physical Wellbeing Chest	Breasts	Medical Team
Psychosocial Wellbeing	Information: Surgery	Office Staff
Sexual Wellbeing	Outcome	Surgeon

BREAST-Q   MASTECTOMY MODULE		
QUALITY OF LIFE SCALES	SATISFACTION SCALES	
Physical Wellbeing Chest	Breasts	Medical Team
Psychosocial Wellbeing	Information	Office Staff
Sexual Wellbeing	Surgeon	

BREAST-Q   RECONSTRUCTION MODULE		
QUALITY OF LIFE SCALES	SATISFACTION SCALES	
Physical Wellbeing Chest	Breasts	Medical Team
Physical Wellbeing Abdomen	Information	Office Staff
Psychosocial Wellbeing	Surgeon	
Sexual Wellbeing		

**Which BREAST-Q Version 1.0 Scales are Scored USING LOOK-UP TABLES?**

Look-up tables are used to score the BREAST-Q Version 1.0 scales listed below:

BREAST-Q   BREAST CONSERVING THERAPY MODULE		
QUALITY OF LIFE SCALES	SATISFACTION SCALES	
Physical Wellbeing Chest	Breasts	Medical Team
	Information: Radiation	Office Staff
	Information: Surgery	Surgeon

BREAST-Q   LATISSIMUS DORSI MODULE	
QUALITY OF LIFE SCALES	SATISFACTION SCALES
Physical: Back & Shoulders	Back

**Which BREAST-Q Version 1.0 Items are NOT SCORED?**

The items in the table below should be considered as stand-alone. Thus, the patient’s response is taken as the score for each item. Higher scores reflect a better outcome.

BREAST-Q   RECONSTRUCTION MODULE		
SATISFACTION SCALES		
Implant (2 items)	Nipples (5 items)	Abdomen Appearance (5 items)

BREAST-Q   BREAST CONSERVING THERAPY MODULE
QUALITY OF LIFE SCALE
Adverse Effects: Radiation (7 items)

**NOTE:**

**QSCORE IS NOT USED TO SCORE BREAST-Q VERSION 2.0.  
 BREAST-Q VERSION 2.0 IS SCORED USING LOOK-UP TABLES. PLEASE  
 CONTACT OUR TEAM IF YOU REQUIRE BREAST-Q VERSION 2.0 LOOKUP  
 TABLES: [qportfolioteam@gmail.com](mailto:qportfolioteam@gmail.com)**

## QUICK GUIDE: Scoring BREAST-Q Version 1.0© with QSCORE™

1. Download the appropriate Excel template file, and save the file to your computer (see Quick Reference Table below for a list of Excel template files for each BREAST-Q module).
2. Insert your data, making sure you fill in all cells using valid values listed in the header. Any value outside of this list will produce an error in QScore (detailed instructions [pg 6](#)).
3. “Export” your data to QScore using the button on the top right of the Excel template file.
4. Install QScore (detailed instructions [pg 7](#)).
5. Open QScore.
6. Select your Input file (from step 3).
7. Choose the Questionnaire Type from the drop down list (see Quick Reference Table; detailed instructions [pg 9](#)).
8. Use the Export Scores button located below the grid and save the file.
9. Open the file in a spreadsheet program such as Microsoft Excel (detailed instructions [pg 16](#)).

### QUICK REFERENCE TABLE

Version 1.0 BREAST-Q Module	Excel template to use	Special Instructions	QScore questionnaire name to select (in drop- down list box)	Detailed Instructions
<b>Augmentation</b>	Preop Augmentation Template.xls		Augmentation (Pre)	<ul style="list-style-type: none"> <li>• Templates <a href="#">pg 6</a></li> <li>• Install QScore <a href="#">pg 7</a></li> <li>• Using QScore <a href="#">pg 8</a></li> <li>• Mismatch error <a href="#">pg 12</a></li> <li>• Opening output <a href="#">pg 16</a></li> </ul>
	Postop Augmentation Template.xls		Augmentation (Post)	
<b>Breast Cancer (Mastectomy)</b>	Mastectomy Preop and Postop Template.xls	Enter ‘99’ in “Physical Well-Being Abdomen” section	Reconstruction (Pre)	
	Reconstruction Postop Template.xls	Use the Reconstruction template for the following scales: 1) Satisfaction with Surgeon 2) Satisfaction with Medical Team 3) Satisfaction with Office Staff  Enter ‘99’ in all other template sections	Reconstruction (Post)	
<b>Breast Cancer (Recon)</b>	Reconstruction Preop Template.xls		Reconstruction (Pre)	
	Reconstruction Postop Template.xls		Reconstruction (Post)	
<b>Reduction/ Mastopexy</b>	Preop ReductionMastopexy Template.xls		Reduction (Pre)	
	Postop ReductionMastopexy Template.xls		Reduction (Post)	

## DETAILED GUIDE: Scoring BREAST-Q Version 1.0© with QSCORE™

QScore is used to score BREAST-Q Version 1.0 for the **Mastectomy, Reconstruction, Augmentation and Reduction/Mastopexy** modules. You can access the QScore Software on our website: <http://qportfolio.org/breast-q/> (select the module you are using, then 'SCORE BREAST-Q', and download the zip file which contains software and scoring templates).

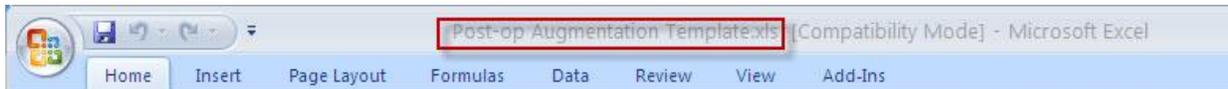
### **INTERPRETATION OF SCORES**

Scores for a BREAST-Q scale are computed from the responses to the items in a scale. Items are added together to produce a raw score that is converted into a score that ranges from 0 to 100. A higher score means high satisfaction or better health-related quality of life.

### **STEP 1: Enter Data into Template**

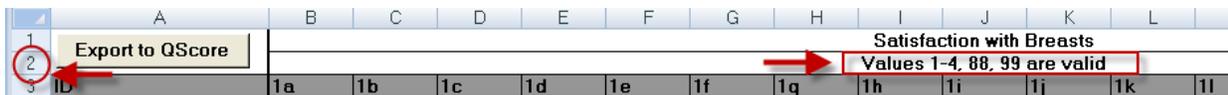
Templates are available for download at: <http://qportfolio.org/breast-q/>

1. Select the appropriate QScore Excel template corresponding to the version of the BREAST-Q module you need scored. For example, if you've been administering the *BREAST-Q Postoperative Augmentation Module* choose the *Post-op Augmentation Template* for data entry.



*Post-op BREAST-Q Augmentation Template opened in Excel*

2. The second row of each template indicates the valid numerical values allowed for each scale. A value of '88' should be entered if more than one answer choice was selected on the questionnaire, '66' if the non-applicable (N/A) option was selected and '99' for all missing information.



**Important:** Avoid making any changes to the first three rows of the template. Any change to this area will cause errors when the data is imported to QScore.

3. When entering your data, make sure there are no empty cells within the data template. Missing data or cells of unused scales should have a value of '99' entered.

	A	B	C	D	E	F	G	H	I	J	K	L	M
1													
2	Export to QScore	Satisfaction with Breasts											
3	ID	1a	1b	1c	1d	1e	1f	1g	1h	1i	1j	1k	1l
4	100	2	2	2	2	2	2	2	2	2	2	2	2
5	101	2	99	2	2	2	2	2	2	2	2	2	99
6	102	99	99	2	2	99	2	2	99	99	2	2	99
7	103	99	99	99	99	99	99	99	99	99	99	99	99
8	104	99	99	2	2	99	2	99	2	99	2	2	2
9	105	2	2	2	99	2	2	99	2	2	99	99	99

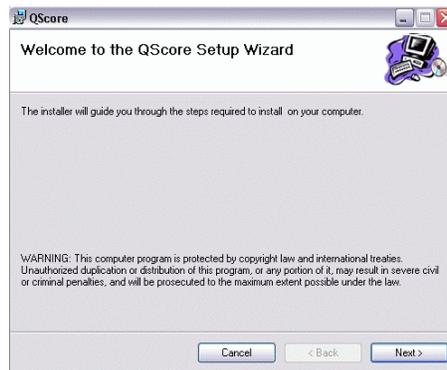
4. Once you have entered all your BREAST-Q data, press the 'Export to QScore' button in the upper left corner of the spread sheet. This process will save the data in a tab delimited text file, the required format for input to the QScore program. (Please make sure Macros are enabled in Excel before exporting).

	A	B	C	D	E	F	G	H	I	J	K	L	M
1													
2	Export to QScore	Satisfaction with Breasts											
3	ID	1a	1b	1c	1d	1e	1f	1g	1h	1i	1j	1k	1l
4	100	2	2	2	2	2	2	2	2	2	2	2	2
5	101	2	99	2	2	2	2	2	2	2	2	2	99
6	102	99	99	2	2	99	2	2	99	99	2	2	99
7	103	99	99	99	99	99	99	99	99	99	99	99	99
8	104	99	99	2	2	99	2	99	2	99	2	2	2
9	105	2	2	2	99	2	2	99	2	2	99	99	99

## STEP 2: Installing the QScore Program

The QScore software is in the file you downloaded from our website (<http://qportfolio.org/breast-q>). **QScore software IS ONLY FOR PC. This program is NOT compatible with Macintosh Operating Systems.**

1. Double-click on the installation file: <QScore.msi> to display the **QScore Setup Wizard**.



2. Click the **Next** button to display the **Select Installation Folder** form.

3. Follow the instruction on this form, and when satisfied with the setup, click the **Next** button to commence the installation process.

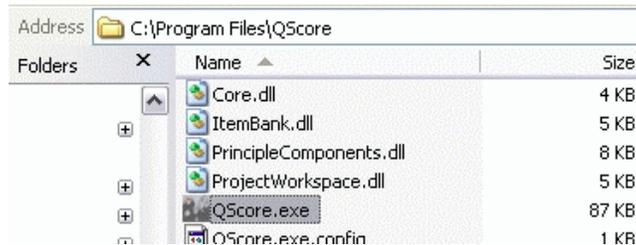


**NOTE:**

It is recommended that you accept the default setting for the folder into which the *QScore* program is to be located. If there is a very compelling reason to make a change to this folder setting you will need to use the **Browse...** button.

If you are the administrator for this PC setup, you will need to assess which of the **Everyone** or **Just me** options is to apply to this particular PC and its user(s).

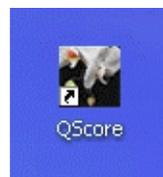
4. The executable file for the **QScore** program: *<QScore.exe>* will be located in the folder as specified above on the **Select Installation Folder** form.



### STEP 3: Use the QScore Program

#### Starting QScore

1. **QScore** can be started in Windows in different ways:
  - a. **From the desktop:** Click on the **QScore** icon located on the desktop.



- b. **From the Windows Startup Program:**
      - Click on the **Start** button to display the **All Programs** button to display the list of all applications currently on your PC.

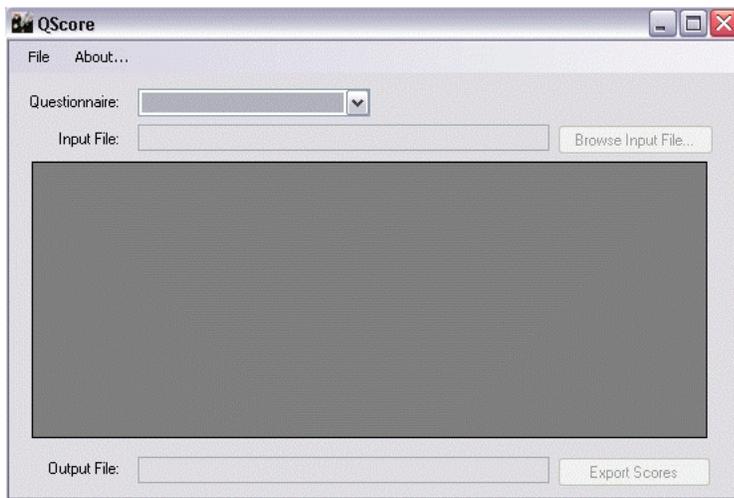


- Click the **All Programs** button to display the list of all applications currently on your PC.



- Click the **QScore** item from this list to load the program into Windows.

2. The Main display for the **QScore** Program appears as below:

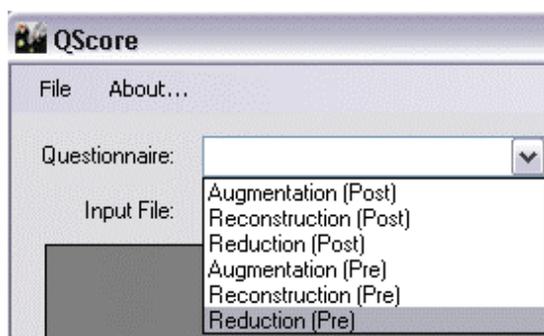


**NOTE:**

As you proceed through the sequence of operations, the next relevant button to activate is enabled.

## Uploading patient responses (File exported from Excel Template)

1. Select from the **Questionnaire** drop-down list box, the name of the questionnaire whose patient responses are to be read into the program for scoring. (see QUICK REFERENCE TABLE [pg 5](#) for help determining which questionnaire name to select when scoring Mastectomy)



**NOTE:**

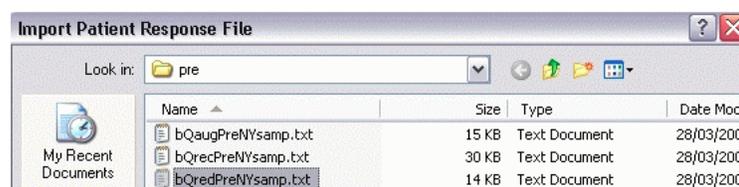
The BREAST-Q Project provides clients with three standardized Excel Spreadsheets, designated as templates. Each template provides the facility to enter the responses for each patient attempting one or more scales comprising the specific questionnaire. These data are then saved as a tab-delimited text file, and it is one of these files that is accessed for reading the responses into the *QScore* program.

It is important, therefore, to select the correct questionnaire name from this list to match the data contained in the tab-delimited file created from the appropriate Excel template.

2. The **Browse Input File** button has now become enabled, to allow you to select the appropriate tab-delimited file.



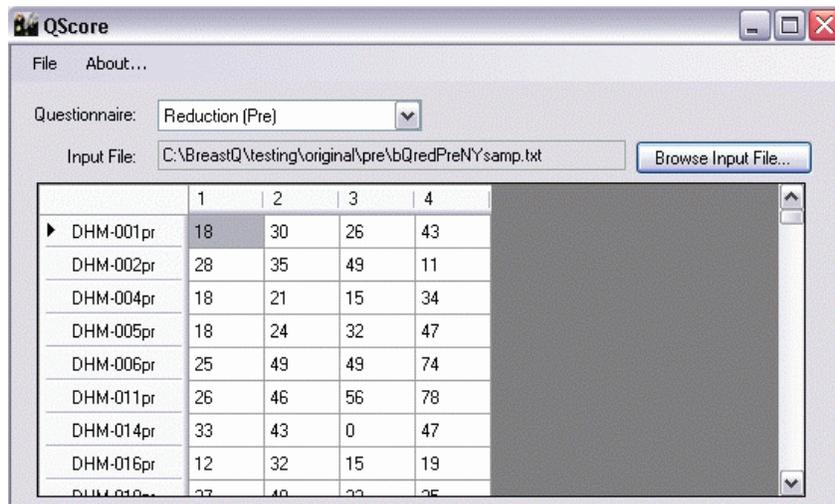
Click the **Browse Input File** button to display the **Import Patient Response File** dialog box.



3. Select, from the **Look in:** drop-down list box, the folder containing the patient data for the questionnaire selected above; for example, the *bQredPreNYSamp.txt* file in the **pre** folder is selected as this file contains data for a set of patients completing the *Reduction(Pre)* Questionnaire.
4. Click the **Open** button at the bottom right of this dialog box. Note if you receive the error message "Import Patient Response File Error", please refer to [page 12](#).

## Calculating the scores

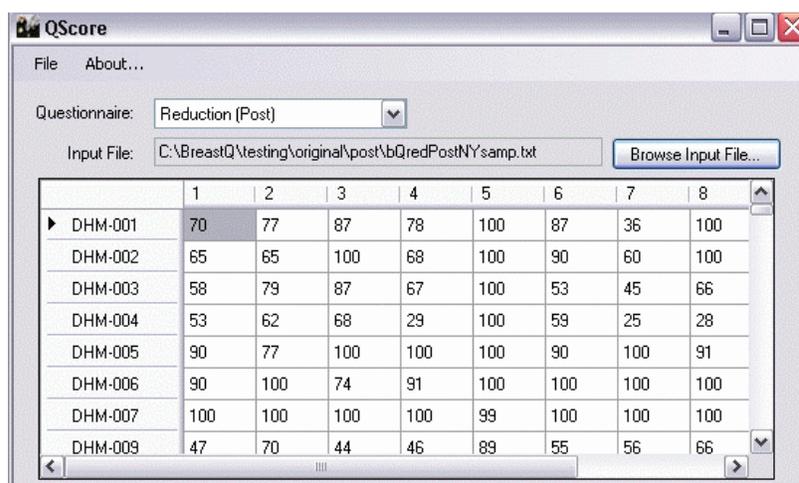
1. The complete path and file for the folder selected is displayed in the **Input File:** box.



2. Patient scores for all scales attempted in the Questionnaire are displayed in a grid, with the patient ID in the first column and each Questionnaire Scale number appearing as the header across the remaining columns.
3. To display the name of each Scale corresponding to these numbers, 1, 2, 3, ..., move the mouse pointer over a column header, and a *Tool tip* will appear, displaying the name of the respective Scale.

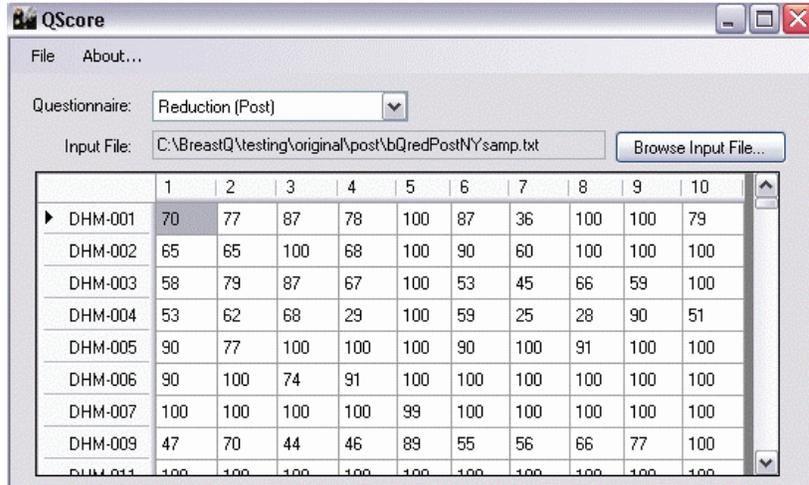
**NOTE:** The numbers displayed in this grid are scores converted from the original Rasch-based estimates, and range from 0 to 100.  
If a scale has been omitted by the patient, then the appropriate grid cell will contain "N/A".

4. If there are more columns present than the width of the grid allows, the hidden columns can be accessed by moving the marker on the horizontal slide that appears at the bottom of the grid.



5. The width of the grid columns can be adjusted by placing the mouse over the column boundary and, with the left mouse depressed, dragging the mouse to the left or right as appropriate. For example, reduce the width of the patient ID column and that of the scale columns so that all ten scales can be contained within the overall display container.

6. The **Export Scores** button located below the grid will now become enabled.



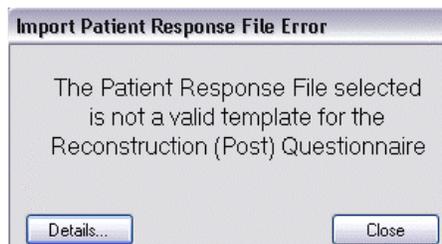
## Questionnaire and Input File Mismatch

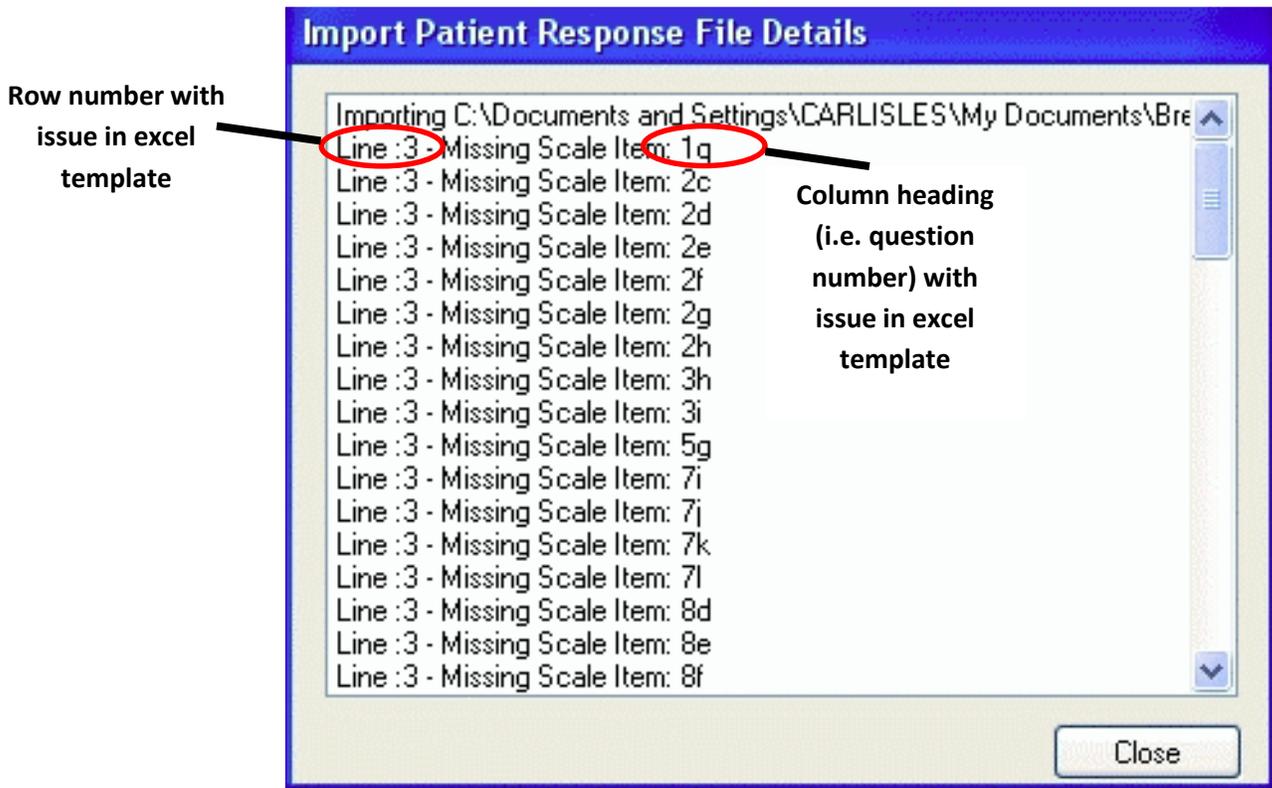
**NOTE:**

If the Questionnaire selected does not match the data layout for the file read into the program, then this mismatch will be advised by displaying the **Import Patient Response File Error** prompt.

Click the **Close** button to return cease further activity and to select the correct file or to select another questionnaire.

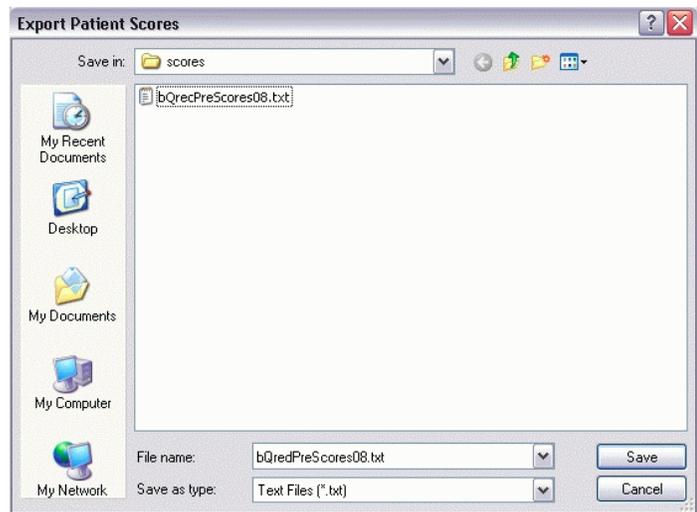
If further information is required regarding the nature of the mismatch then click the **Details...** button to display these details on the **Import Patient Response File Details**.



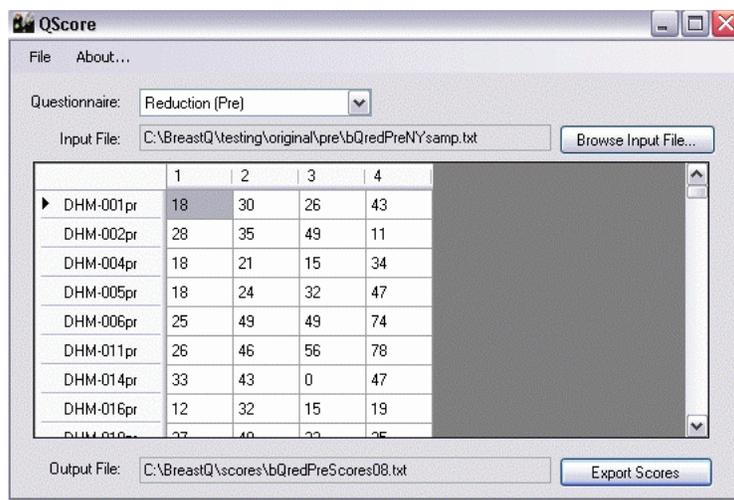


## Saving scores to file

1. Click the **Export Scores** button to display the **Export Patient Scores** dialog box.



2. Select from the **Save in:** drop-down list box, the folder into which the file containing these patient scores is to be saved, for example, the *scores* folder.
3. In the **File name:** box, located at the bottom of the dialog box, type the name of the file.
4. From the **Save as type:** drop-down list box, select an extension required for this file name as appropriate, though the QScore program will save the data in tab-delimited format regardless of what extension is used. This format is employed so that the scores can be read directly into Excel and to preserve the same grid layout structure displayed above.
5. Click the **Save** button to have these score data written to the file whose name was entered as above.
6. The file name and complete path for the folder selected are displayed in the **Output File:** box, which is the same details as entered in the dialog box above.



## Displaying the saved patient scores

1. Open a spreadsheet application, such as Excel.
2. Select the file containing the patient scores exported from the QScore program.
3. Examine the **Text Import Wizard** that appears and note that the file has been identified as in a tab-delimited format.



4. Click the **Finish** button to display the patient score details in the spreadsheet.

	A	B	C	D	E	F
1		1	2	3	4	
2	ID	Satisfaction	PsychoSo	Sexual We	Physical	Well-being
3	DHM-001p	18	30	26	43	
4	DHM-002p	28	35	49	11	
5	DHM-004p	18	21	15	34	
6	DHM-005p	18	24	32	47	
7	DHM-006p	25	49	49	74	
8	DHM-011p	26	46	56	78	
9	DHM-014p	33	43	0	47	
10	DHM-016p	12	32	15	19	
11	DHM-019p	37	40	37	25	

5. The display can be improved easily by changing the column widths and centering the headers and data.

	A	B	C	D	E
1		1	2	3	4
2	ID	Satisfaction with Breasts	PsychoSocial Well-being	Sexual Well-being	Physical Well-being
3	DHM-001pr	18	30	26	43
4	DHM-002pr	28	35	49	11
5	DHM-004pr	18	21	15	34
6	DHM-005pr	18	24	32	47
7	DHM-006pr	25	49	49	74
8	DHM-011pr	26	46	56	78
9	DHM-014pr	33	43	0	47
10	DHM-016pr	12	32	15	19
11	DHM-019pr	37	40	37	25

6. Compare this display with that provided in the **QScore** program.

### Exit from QScore

1. To quit the program, either
  - a. click on the **File/Exit** menu item, OR



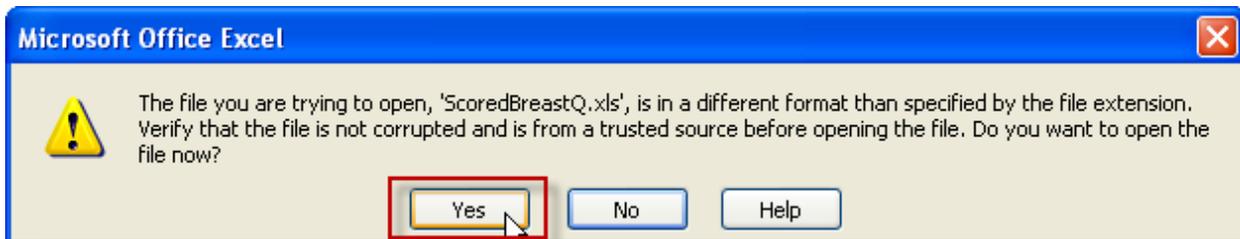
- b. click on the cross, "X", in the top, right hand corner of the main Windows display.



## STEP 4: Open and save output in Excel

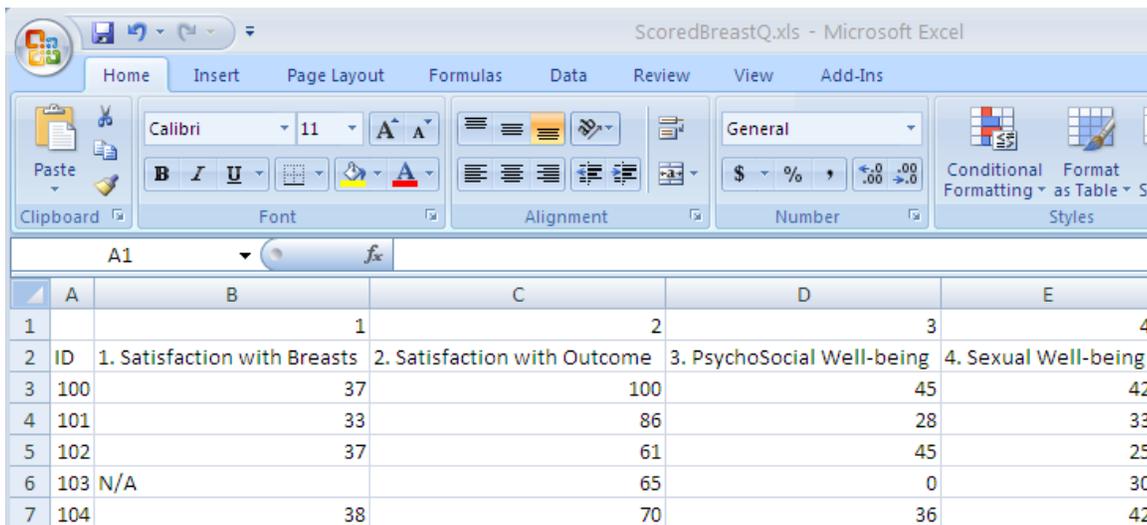
### Opening QScore output in Excel

1. Open the Excel spreadsheet exported from QScore. A dialog box will appear with the following: 'The file you are trying to open, 'FILE NAME', is in a different format than specified by the file extension. Verify that the file is not corrupted and is from a trusted source before opening the file. Do you want to open the file now? Select 'yes'



*Note: This message appears because the file is still being read as a text file*

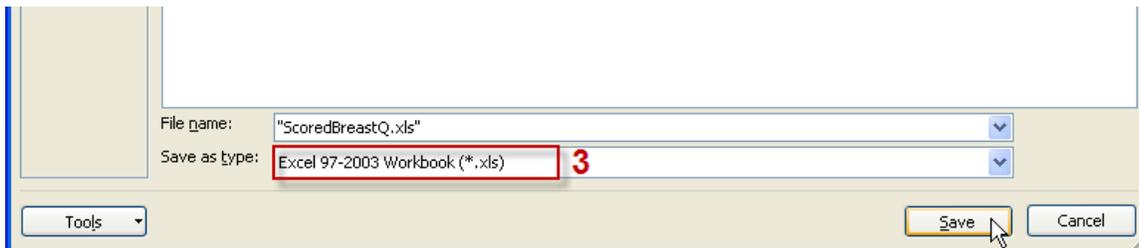
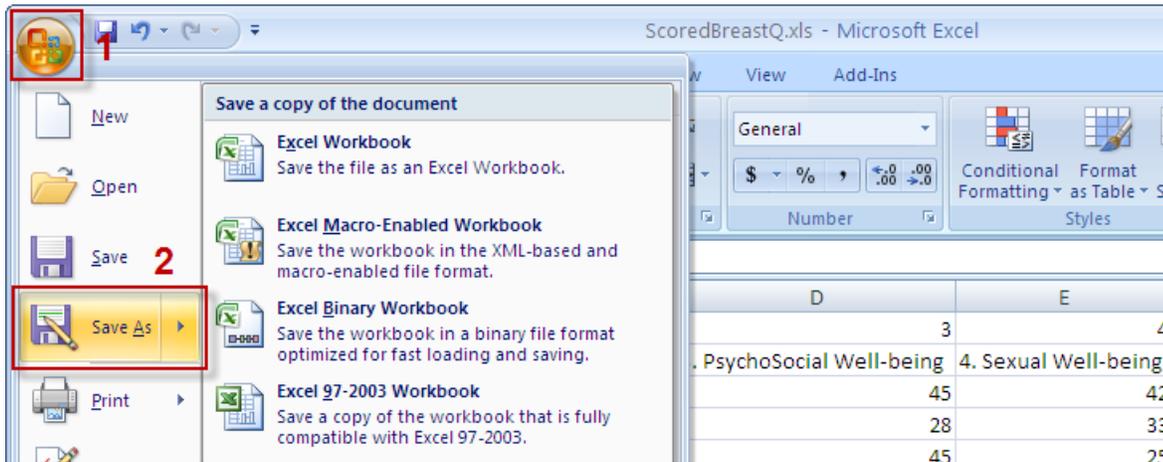
2. The scored data is now opened and formatted for easy viewing in Excel.



	A	B	C	D	E
1		1	2	3	4
2	ID	1. Satisfaction with Breasts	2. Satisfaction with Outcome	3. PsychoSocial Well-being	4. Sexual Well-being
3	100	37	100	45	42
4	101	33	86	28	33
5	102	37	61	45	25
6	103	N/A	65	0	30
7	104	38	70	36	42

## Save the spread sheet in an Excel format

1. Saving the spread sheet in an Excel format will prevent the ‘...different format...’ message you received upon opening the file. To do this choose:
  - a. The office button in Microsoft Excel 2007 ‘File’ in previous versions of Excel
  - b. Select ‘Save As...’
  - c. And the Excel format you want from the ‘Save as type:’ drop down list.



## **Important QScore Notes and Trouble Shooting Solutions:**

1. QScore software **is not** compatible with Macintosh Operating Systems. A PC is required.
2. Be sure to download and save the Excel template files onto your computer. Not saving the files onto your computer is the most common error.
3. Depending on the version of Excel you use you may receive the following message: *“The following features in this workbook are not supported by earlier versions of Excel. These features may be lost or degraded when opening this workbook in an earlier version of Excel or if you save this workbook in an earlier file format.”* If this occurs, click OK and proceed.
4. If you encounter an error when you choose ‘Export to QScore’, open a new Excel sheet obtained from the website (<http://qportfolio.org/breast-q/>). Copy and paste your data into the new Excel sheet. Do not copy and paste the prepopulated lines 1-3. Save the new Excel file and then hit the ‘Export to QScore’ button.
5. You may encounter the following error message while using QScore: “Line 3 – Item in incorrect format”. If this occurs, download the Excel template file again and copy and paste just the data (below the header) into the new Excel template file.
6. After you import your text file (containing your data) into QScore, the data will be scored or you may receive the following error message: *‘The Patient Response File Selected has invalid Patient Data’*. If you get this error message, choose the details button on the bottom left. This button will show you line-by-line any data entries that need to be corrected.
7. Update your Excel file as indicated and ‘Export to QScore’ again. Repeat step 3 above if needed.