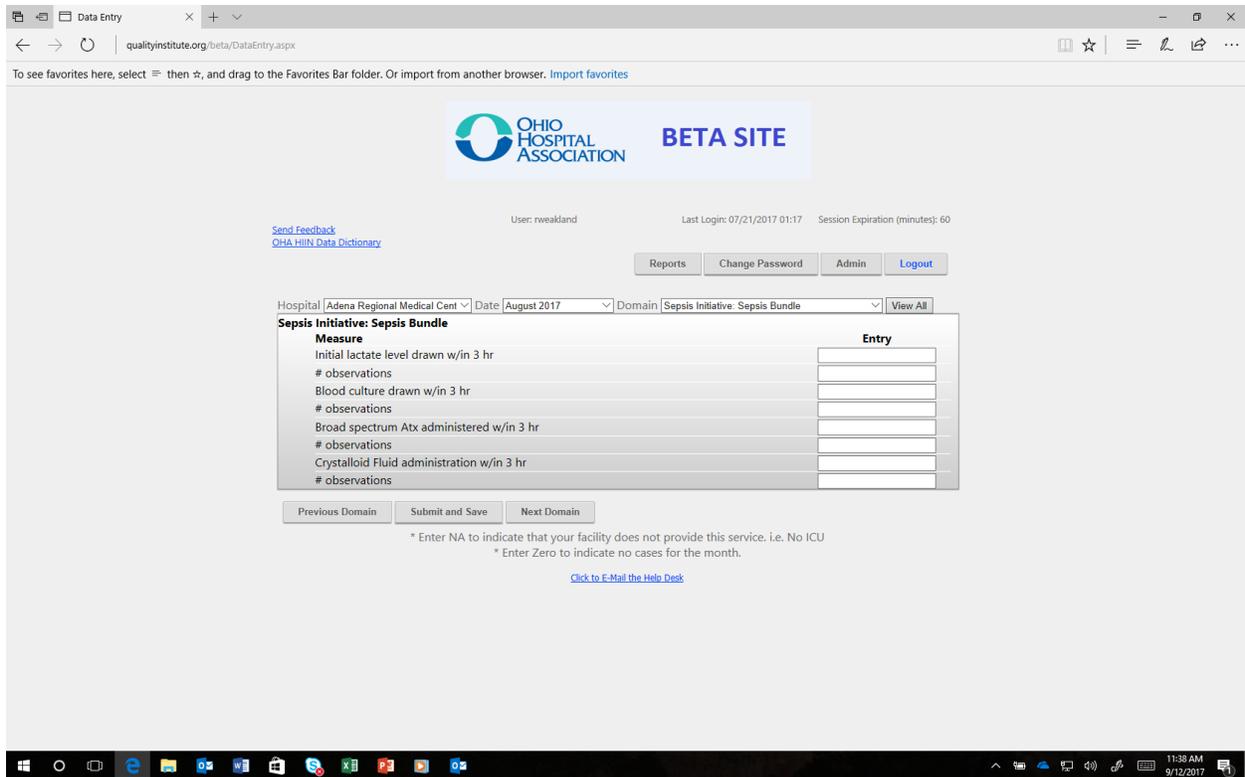


OHA Data Portal Changes

September 2017

Key changes:

1. Status report available to determine data completeness
2. Clarification of when to enter NA vs. 0 (zero)
3. Website timeout extended to 60 minutes
4. Advanced report modification options
5. Ability to develop a system level report
6. Ability to display OHA HIIN rate, benchmark (if available) and HIIN goal



Data Entry:

1. Login with User name and Password
2. Choose correct Hospital if you have access to multiple facilities
3. Choose correct month that you are entering data
4. Choose correct Domain
5. Enter Data
 - a. Use “NA” if your facility does not have the service i.e. No ICU so there are no ICU CLABSI
 - b. Enter “0” if there were no cases for a given month
 - c. Data is due the 25th of each month
6. To save data either click “Submit and Save” button or “Next or Previous Domain” button
7. Click Next Domain and repeat steps until all data is submitted
8. Check submitted data by clicking “View All” button.
 - a. The report will show which data is entered and which data is missing

- b. If a metric data is not entered, you can click on the hyperlink to go to the data entry page to enter.

Reports:

OHIO HOSPITAL ASSOCIATION BETA SITE

User: rweakland Last Login: 09/12/2017 12:39 Session Expiration (minutes): 27

[Send Feedback](#)
[OHA HIIN Data Dictionary](#)

Data Entry Change Password Admin Logout

Cohort: PFP Series 1: <--Required: Select a hospital or group--> Start Date: September 2010
Domain: All Ratios (Data Only) Series 2: <--Optional: Select a hospital or group--> End Date: August 2017
Report Type: Ratio Grid Report Series 3: <--Optional: Select a hospital or group--> Period: Months

View

Export - PDF Export - Excel Export - CSV

[Click to E-Mail the Help Desk](#)

1. Choose Cohort (PFP) if have access to multiple initiatives
2. Choose Domain
 - a. Either All Ratios to see all of the data you submitted or you can choose a specific domain
3. Choose Report Type
 - a. Ratio Grid Report- shows numerator, denominator and value for each domain
 - b. Ratio Grid w/Graph- shows percent by month with corresponding graph

Send Feedback
[OHA HIIN Data Dictionary](#)

User: rweakland Last Login: 09/12/2017 12:39 Session Expiration (minutes): 26

Data Entry Change Password Admin Logout

Cohort: PFP Series 1: <--Required: Select a hospital or group-->
 Domain : All Ratios (Data Only) Series 2: System Total for Adena
 Report Type: Ratio Grid Report Series 3: System Total for Aultman
 System Total for Avita
 System Total for Blanchard Valley
 System Total for Cleveland Clinic
 System Total for Community Hospitals and Wellness
 System Total for Lake health
 System Total for Marietta
 System Total for Mercy Health
 System Total for Mount Carmel
 System Total for OhioHealth
 System Total for Premier
 System Total for ProMedica
 System Total for RW Health System
 Total PFP
 Each Participating Site (Separated)
 Adena Regional Medical Center
 Adena Greenfield Area Medical Center
 Adena Pike Medical Center
 Affinity Medical Cener
 Ashtabula County Medical Center
 Atrium Medical Center(126)
 Aultman Hospital
 Aultman Orville Hospital
 Avita Bucyrus Community Hospital
 Avita Gallion Community Hospital
 Belmont Community Hospital
 Berger Health System
 Blanchard Valley Health System

Start Date: September 2010
 End Date: August 2017
 Period: Months

View

Export - PDF Export - Excel Export - CVS

4. Select the hospital(s) you want to view or you can select the PFP (able to select three different hospitals to view)
 - a. If you have more than three facilities in your system, select “each participating site (separated)”
 - b. To obtain your system overall rates, select “System Total for XXX”
5. Choose Start Date, End Date and Period (month, quarter, half, year) you want to view
6. Click View
7. Click  in Period, Facility and Measure boxes to reverse order once the report is created
8. To download report export in PDF, Excel or CVS (select appropriate button) and save in folder you desire.

Advanced functions to modify reports

Expand/Collapse Individual Columns/Rows

To toggle the expanded state of a column/row, do one of the following:

- Click the expand/collapse button:

Drop Filter Fields Here					
Extended Price		Country ▲ ▼	Sales Person ▲ ▼		
CategoryName ▲ ▼	ProductName ▲ ▼	▼ UK			UK Total
		Anne Dodsworth	Michael Suyama	Robert King	
> Condiments		\$10,125.54	\$4,648.47	\$8,851.37	\$23,625.38
> Dairy Products		\$21,101.12	\$17,039.04	\$27,621.86	\$65,762.02
▼ Produce	Longlife Tofu	\$216.00	\$376.00		\$592.00
	Manjimup Dried Apples		\$5,919.57	\$4,198.66	\$10,118.23
	Rössle Sauerkraut		\$1,953.96	\$6,374.72	\$8,328.68
	Tofu	\$98.81	\$2,694.67		\$2,793.48
	Uncle Bob's Organic Dried Pears		\$616.50	\$180.00	\$796.50
Produce Total		\$314.81	\$11,560.70	\$10,753.38	\$22,628.89
> Seafood		\$8,148.90	\$5,940.70	\$7,146.58	\$21,236.18
Grand Total		\$39,690.37	\$39,188.91	\$54,373.19	\$133,252.47

- Right-click the corresponding field value and choose **Expand** (or **Collapse**) from the context menu:

Drop Filter Fields Here					
Extended Price		Country ▲ ▼	Sales Person ▲ ▼		
CategoryName ▲ ▼	ProductName ▲ ▼	▼ UK			UK Total
		Anne Dodsworth	Michael Suyama	Robert King	
> Condiments		\$10,125.54	\$4,648.47	\$8,851.37	\$23,625.38
> Dairy Products		\$21,101.12	\$17,039.04	\$27,621.86	\$65,762.02
▼ Produce	Longlife Tofu	\$216.00	\$376.00		\$592.00
	Manjimup Dried Apples		\$5,919.57	\$4,198.66	\$10,118.23
	Rössle Sauerkraut		\$1,953.96	\$6,374.72	\$8,328.68
	Tofu	\$98.81	\$2,694.67		\$2,793.48
	Uncle Bob's Organic Dried Pears		\$616.50	\$180.00	\$796.50
Produce Total		\$314.81	\$11,560.70	\$10,753.38	\$22,628.89
> Seafood		\$8,148.90	\$5,940.70	\$7,146.58	\$21,236.18
Grand Total		\$39,690.37	\$39,188.91	\$54,373.19	\$133,252.47

Expand/Collapse Multiple Columns/Rows

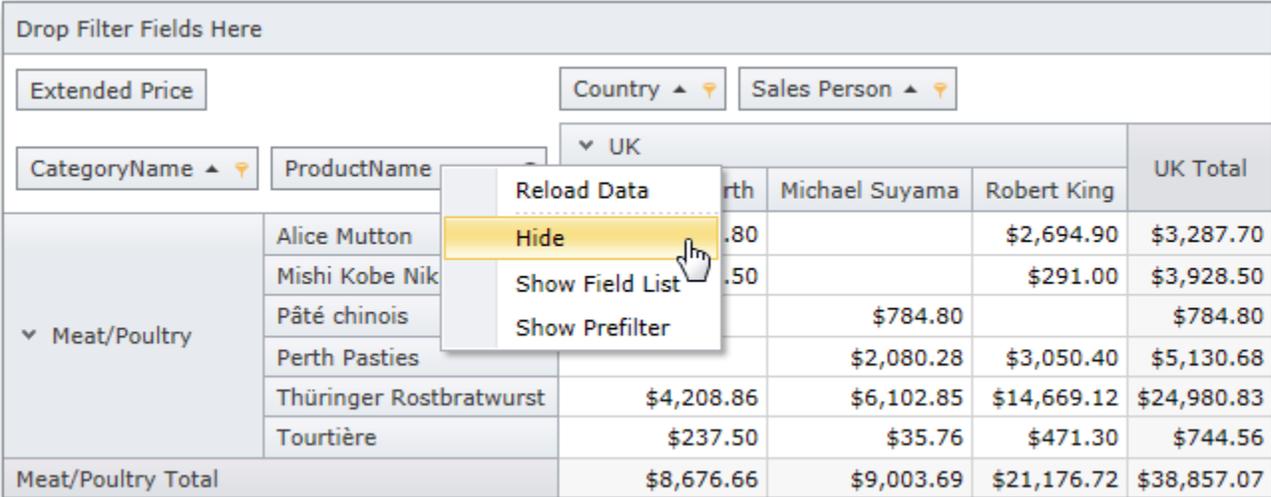
To expand or collapse all columns/rows that correspond to the values of a particular field, right-click one of the field values and choose **Expand All** (or **Collapse All**) from the context menu.

Drop Filter Fields Here					
Extended Price		Country ▲ ▼	Sales Person ▲ ▼		
CategoryName ▲ ▼	ProductName ▲ ▼	▼ UK			UK Total
> Condiments		Anne Dodsworth	Michael Suyama	Robert King	\$23,625.38
> Confections			\$4,648.47	\$8,851.37	\$29,431.77
> Dairy Products			\$6,859.63	\$14,518.98	\$65,762.02
> Meat/Poultry			\$17,039.04	\$27,621.86	\$38,857.07
> Produce			\$9,003.69	\$21,176.72	\$22,628.89
> Seafood			\$11,560.70	\$10,753.38	\$21,236.18
			\$5,940.70	\$7,146.58	
Grand Total		\$56,420.19	\$55,052.23	\$90,068.89	\$201,541.31

Controlling the Visibility of Fields

Hide Fields

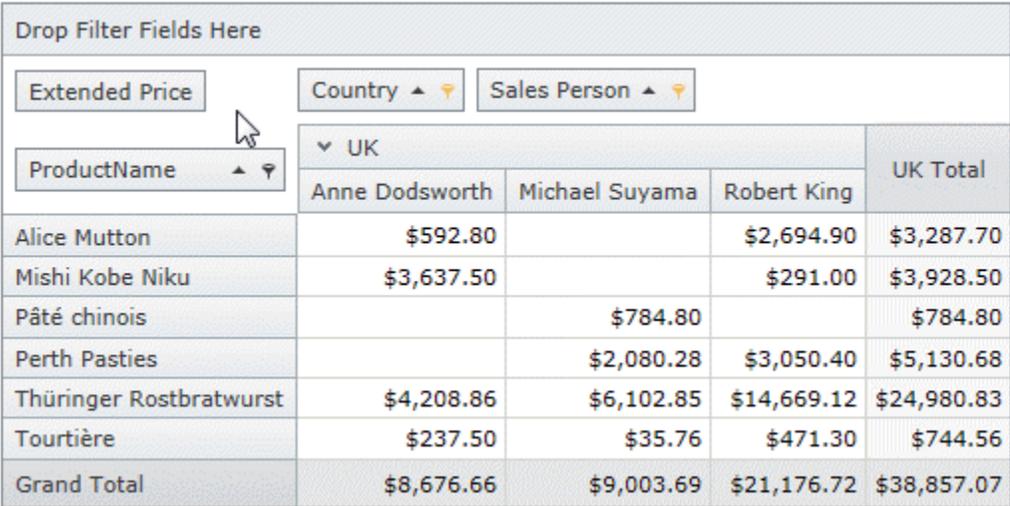
Select the **Hide** item in the field header context menu (right-click the field name):



Drop Filter Fields Here					
Extended Price		Country ▲ ▼	Sales Person ▲ ▼		
CategoryName ▲ ▼	ProductName	▼ UK		UK Total	
▼ Meat/Poultry	Alice Mutton	Perth	Michael Suyama	Robert King	UK Total
	Mishi Kobe Niku				
	Pâté chinois		\$784.80		\$784.80
	Perth Pasties		\$2,080.28	\$3,050.40	\$5,130.68
	Thüringer Rostbratwurst	\$4,208.86	\$6,102.85	\$14,669.12	\$24,980.83
	Tourtière	\$237.50	\$35.76	\$471.30	\$744.56
Meat/Poultry Total		\$8,676.66	\$9,003.69	\$21,176.72	\$38,857.07

Show Fields

Open the Field List (right-click in the field name area shown below), and drag the field header from the Customization Form to the required area within the Pivot Grid:



Drop Filter Fields Here				
Extended Price		Country ▲ ▼	Sales Person ▲ ▼	
ProductName ▲ ▼	▼ UK			UK Total
	Anne Dodsworth	Michael Suyama	Robert King	UK Total
Alice Mutton	\$592.80		\$2,694.90	\$3,287.70
Mishi Kobe Niku	\$3,637.50		\$291.00	\$3,928.50
Pâté chinois		\$784.80		\$784.80
Perth Pasties		\$2,080.28	\$3,050.40	\$5,130.68
Thüringer Rostbratwurst	\$4,208.86	\$6,102.85	\$14,669.12	\$24,980.83
Tourtière	\$237.50	\$35.76	\$471.30	\$744.56
Grand Total	\$8,676.66	\$9,003.69	\$21,176.72	\$38,857.07

Reordering Fields

To change the field location, click and drag the field header to a new position in the same area or a different area:

Drop Filter Fields Here					
Extended Price	Country ▲ ▼	Sales Person ▲ ▼			
CategoryName ▲ ▼	ProductName ▲ ▼	▼ UK			UK Total
	Anne Dodsworth	Michael Suyama	Robert King		
> Beverages	\$19,642.55	\$9,450.20	\$27,963.83	\$57,056.58	
> Condiments	\$10,125.54	\$4,648.47	\$8,851.37	\$23,625.38	
> Confections	\$8,053.16	\$6,859.63	\$14,518.98	\$29,431.77	
> Dairy Products	\$21,101.12	\$17,039.04	\$27,621.86	\$65,762.02	
> Produce	\$314.81	\$11,560.70	\$10,753.38	\$22,628.89	
Grand Total	\$59,237.18	\$49,558.04	\$89,709.42	\$198,504.64	

Sorting

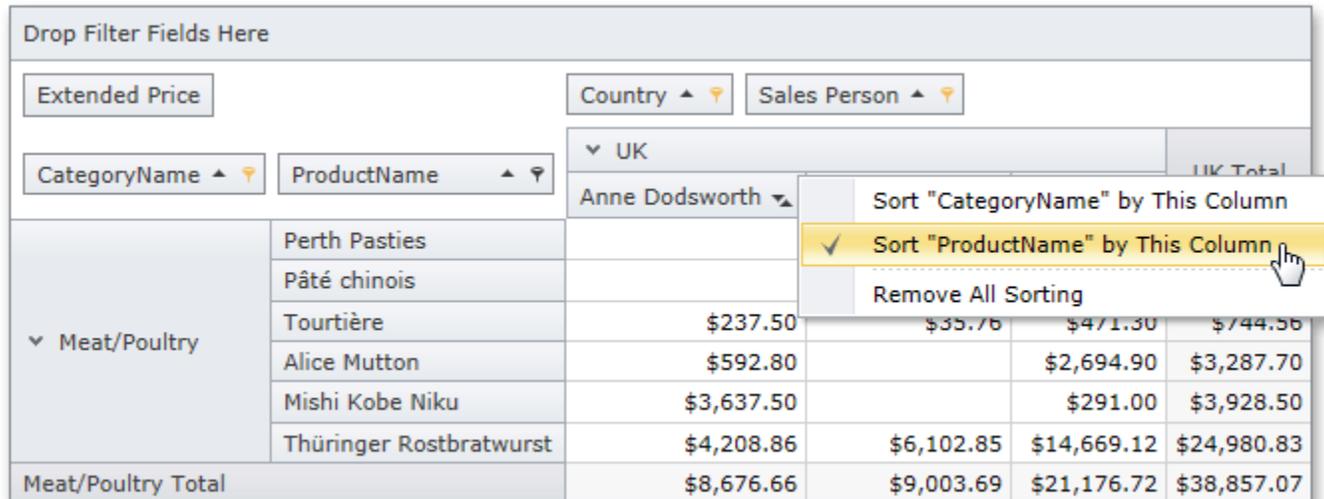
▲ Sort Field Values

To toggle the sort order of field values, click the field header:

Drop Filter Fields Here					
Extended Price	Country ▲ ▼	Sales Person ▲ ▼			
CategoryName ▲ ▼	ProductName ▲ ▼	▼ UK			UK Total
	Anne Dodsworth	Michael Suyama	Robert King		
▼ Meat/Poultry	Alice Mutton	\$592.80	\$2,694.90	\$3,287.70	
	Mishi Kobe Niku	\$3,637.50	\$291.00	\$3,928.50	
	Pâté chinois		\$784.80	\$784.80	
	Perth Pasties		\$2,080.28	\$3,050.40	\$5,130.68
	Thüringer Rostbratwurst	\$4,208.86	\$6,102.85	\$14,669.12	\$24,980.83
	Tourtière	\$237.50	\$35.76	\$471.30	\$744.56
Meat/Poultry Total	\$8,676.66	\$9,003.69	\$21,176.72	\$38,857.07	

Sort by Summary

To sort the values of a column field by a row, or the values of a row field by a column, right-click the row (column) and choose the field whose values should be sorted by the row (column) summaries from the context menu:



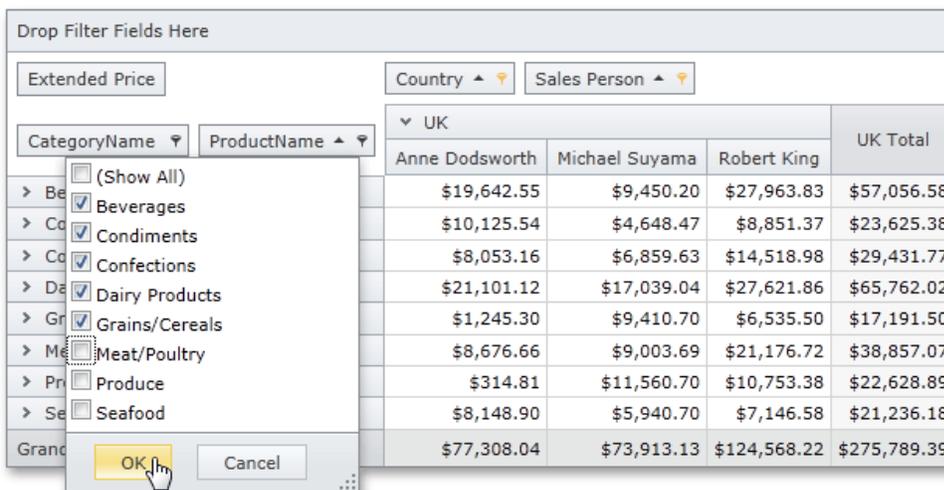
The screenshot shows a pivot table with a context menu open over the 'Meat/Poultry' category. The menu options are: 'Sort "CategoryName" by This Column', 'Sort "ProductName" by This Column' (highlighted with a checkmark and a mouse cursor), and 'Remove All Sorting'. The pivot table data is as follows:

Drop Filter Fields Here				
Extended Price		Country ▲ ▼	Sales Person ▲ ▼	
CategoryName ▲ ▼	ProductName ▲ ▼	UK	UK Total	
▼ Meat/Poultry	Perth Pasties	Anne Dodsworth		
	Pâté chinois			
	Tourtière		\$237.50	\$35.76
	Alice Mutton		\$592.80	\$2,694.90
	Mishi Kobe Niku		\$3,637.50	\$291.00
	Thüringer Rostbratwurst		\$4,208.86	\$6,102.85
Meat/Poultry Total			\$8,676.66	\$9,003.69

Filtering

Filter Data

To apply filtering to a field, click the filter button in the field header and select field values that should be displayed in the pivot grid:



The screenshot shows the same pivot table as above, but with a filter menu open for the 'Meat/Poultry' category. The filter menu has 'OK' and 'Cancel' buttons. The pivot table data is as follows:

Drop Filter Fields Here				
Extended Price		Country ▲ ▼	Sales Person ▲ ▼	
CategoryName ▼	ProductName ▲ ▼	UK	UK Total	
		Anne Dodsworth	Michael Suyama	Robert King
			\$19,642.55	\$9,450.20
			\$10,125.54	\$4,648.47
			\$8,053.16	\$6,859.63
			\$21,101.12	\$17,039.04
			\$1,245.30	\$9,410.70
			\$8,676.66	\$9,003.69
			\$314.81	\$11,560.70
			\$8,148.90	\$5,940.70
			\$77,308.04	\$73,913.13
			\$124,568.22	\$275,789.39