

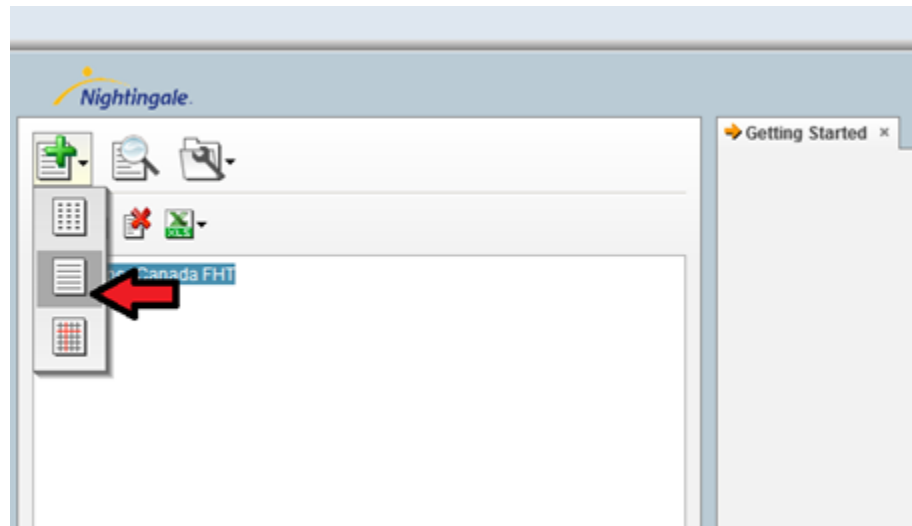
# Upper Canada FHT – D2D Diabetes Indicator in Nightingale On Demand Diabetes Registry

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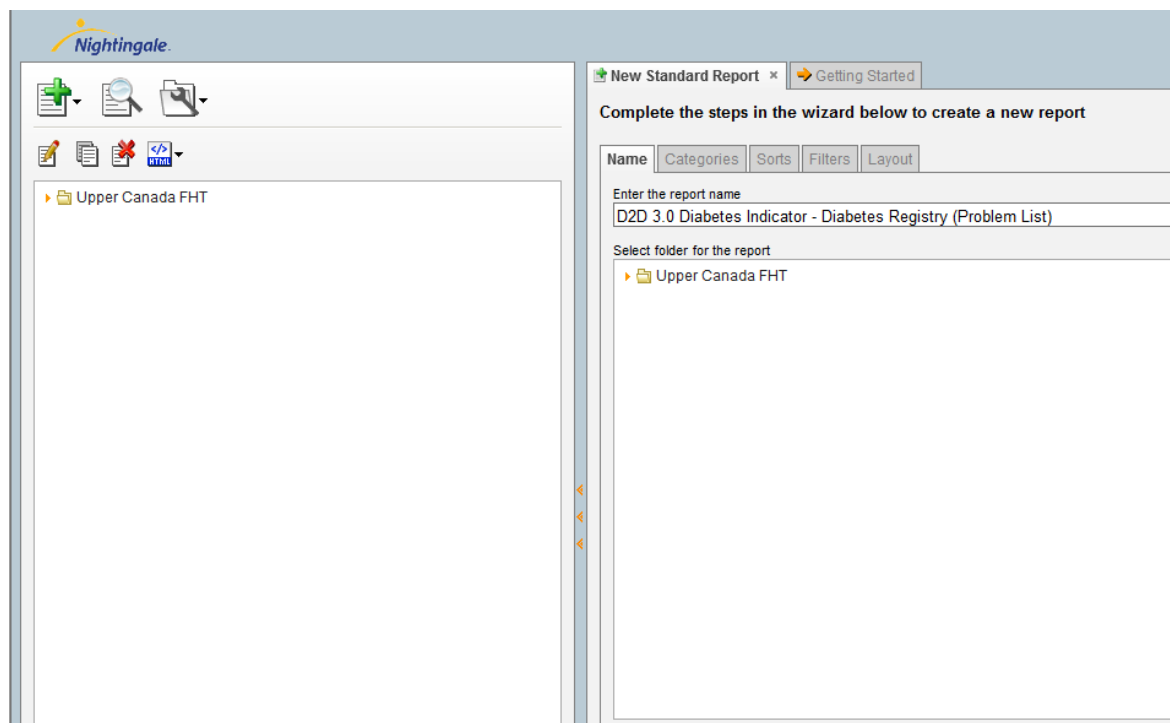
## AFHTO D2D Diabetes Care Denominator v1

### Part 1: Problem List

In Data Miner Module create new Standard Report



Name your report and file it in required folder and then click Next:



# Upper Canada FHT – D2D Diabetes Indicator in Nightingale On Demand Diabetes Registry

**Categories:** Select (double click or drag and drop the category) and then click Next:

- Demographics → Demographics
- Clinical Information → Problem List

The screenshot shows the 'New Standard Report' wizard in the 'Categories' step. The title bar includes 'New Standard Report' and 'Getting Started'. Below the title bar, it says 'Complete the steps in the wizard below to create a new report'. There are five tabs: 'Name', 'Categories', 'Sorts', 'Filters', and 'Layout'. The 'Categories' tab is active. On the left, a tree view shows various categories: Billing, Chronic Disease Reporting, Clinical Information (expanded), Allergy Info, Case, Consultation, Diagnostic Imaging Requisition, EMR Text Data, Encounter Assessments, Encounter Visit Reasons, Encounters, Family History, Immunizations, Injections, Lab Results, Laboratory Requisitions, Medical Alerts, Medications, Past Medical History, Problem List, Procedures, Social History, Demographics (expanded), Demographics, and Emergency Contacts. On the right, a table titled 'Select categories to include on report' has columns 'Suppress Duplicates' and 'Category Name'. The table contains two rows: 'Demographics' and 'Problem List', both with the 'Suppress Duplicates' checkbox unchecked. There are orange 'X' icons in the rightmost column of the table.

**Sort:** Can sort based on any parameter, in this example we used “Responsible Provider”. Select your sort parameter and then click Next.

**NOTE:** We selected Responsible Provider as the sort because we typically review our data per provider and for the entire group. This is an internal practice for Upper Canada FHT and not necessary for D2D.

The screenshot shows the 'New Standard Report' wizard in the 'Sorts' step. The title bar includes 'New Standard Report' and 'Getting Started'. Below the title bar, it says 'Complete the steps in the wizard below to create a new report'. There are five tabs: 'Name', 'Categories', 'Sorts', 'Filters', and 'Layout'. The 'Sorts' tab is active. On the left, a tree view shows various sort fields: Demographics (expanded), Ethnicity, Family Name, First Name, HCN, HCN Expiry Date, HCN Province, HCN Version Code, Interpreter Required, Language of Origin, Last Modified Date, IEnterprise, Living Arrangement, Location, IPatient, Marital Status, Middle Name, NonHCVAIerts, Notes, Office, Official Language, Place of Birth, Race, Religion, Responsible Provider (highlighted), and Rostered. On the right, a table titled 'Select sort fields' has columns 'Sort By' and 'Sort Order'. The table contains one row: 'Demographics.Responsible Provider', with 'Sort Order' set to 'Ascending'. There are orange arrows and an 'X' icon in the rightmost column of the table.

# Upper Canada FHT – D2D Diabetes Indicator in Nightingale On Demand Diabetes Registry

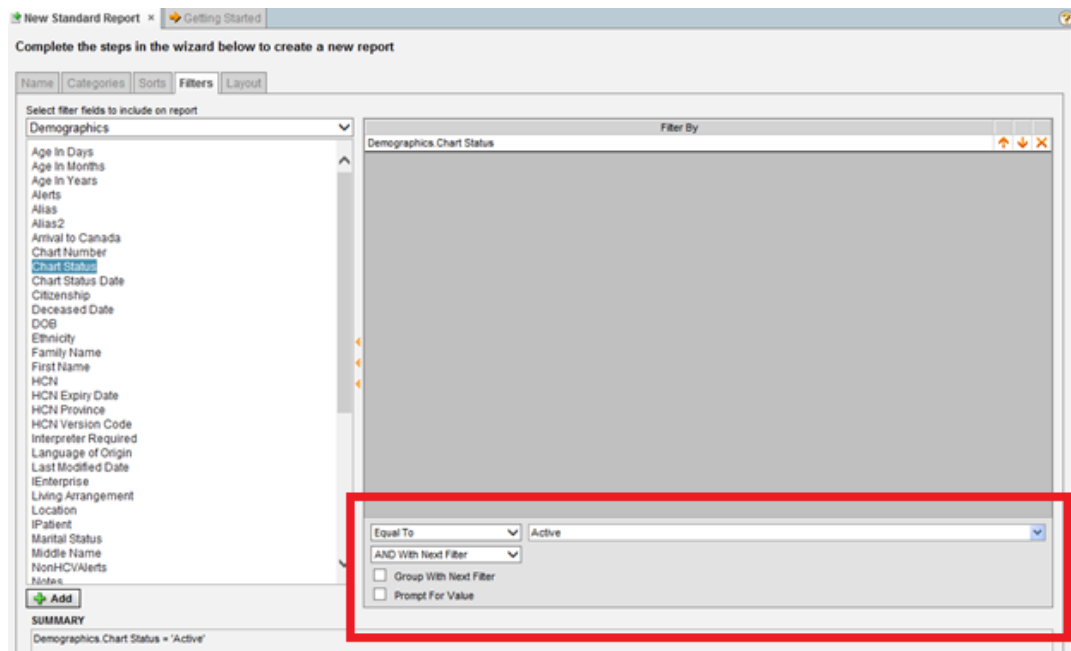
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## **Filters:**

Filter 1: Select Demographics from the drop down and then either double click or drag and drop Chart Status into “Filter By” area.

In the filter details below:

- Change the first drop down to “Equal to”
- Then click on the drop down arrow and select Active



Filter 2: Select Problem List from the drop down and then either double click or drag and drop Diagnostic ICD Code into the “Filter by” area.

In the filter details below:

- Change the first drop down to “Contains” (can also use the option “starts with”)
- Then type “250”

# Upper Canada FHT – D2D Diabetes Indicator in Nightingale On Demand Diabetes Registry

Complete the steps in the wizard below to create a new report

Name Categories Sorts **Filters** Layout

Select filter fields to include on report

Problem List

Comments  
Diagnosis Description  
Diagnosis ICD Code  
Diagnosis ICD Id  
Diagnosis ICD Path  
Expected End Date  
Enterprise  
IID  
Life Stage  
IPatient  
Onset Date  
Patient Family Name  
Patient First Name  
Problem Description  
Problem List Record Status  
Problem Status  
Resolved Date

Filter By

Demographics.Chart Status	↑	↓	×
Problem List.Diagnosis ICD Code	↑	↓	×

Contains 250

AND With Next Filter

☐ Group With Next Filter

☐ Prompt For Value

**SUMMARY**  
Demographics.Chart Status = 'Active' And Problem List.Diagnosis ICD Code Contains '250'

**TIP:** Ensure that the Summary box at the bottom reflects the dates that you have selected. Sometimes when changing the date you need to click in the date box area to “force” the change in the Summary.

**TIP:** If running this report regularly for different ICD Codes put a check in the “Prompt for Value” so that you don’t have to go back into the filters to make changes. When you run the report, it will prompt you to enter the ICD Code that you want.

Then click Next.

**Layout:** Click the drop down (see red arrow below) and select the required category. Either double click or drag and drop the required output fields. For this search we selected the following:

- Demographics
  - Chart Number
  - Chart Status
  - Family Name
  - First Name
  - HCN
  - Responsible Provider
  - Rostered
  - Age In Years

# Upper Canada FHT – D2D Diabetes Indicator in Nightingale On Demand Diabetes Registry

- Problem List
  - Diagnostic ICD Code
  - Comments

Once you have selected all of your outputs click Finish in the bottom right corner

New Standard Report x Getting Started

Complete the steps in the wizard below to create a new report

Name Categories Sorts Filters Layout

Select fields to include on report

Problem List

Comments

Diagnosis Description

Diagnosis ICD Code

Diagnosis ICD Id

Diagnosis ICD Path

Expected End Date

IEnterprise

IID

Life Stage

IPatient

Onset Date

Patient Family Name

Patient First Name

Problem Description

Problem List Record Status

Problem Status

Resolved Date

Add

Data Field

Summary Function

Demographics.Chart Number

Demographics.Chart Status

Demographics.Family Name

Demographics.First Name

Demographics.HCN

Demographics.Responsible Provider

Demographics.Rostered

Demographics.Age In Years

Problem List.Diagnosis ICD Code

Problem List.Comments

Summarize By

Demographics

Page Header Page Footer Grand Total

Preview

D2D 3.0 Diabetes Indicator - Diabetes Registry (Problem List)

Chart Number	Chart Status	Family Name	First Name	HCN	Responsible Provider	Rostered	Age In Years	Diagnosis ICD Code	Comments
Chart Number 1	Chart Status 1	Family Name 1	First Name 1	HCN 1	Responsible Provider 1	Rostered 1	Age In Years 1	Diagnosis ICD Code 1	Comments 1
Chart Number 1	Chart Status 1	Family Name 1	First Name 1	HCN 1	Responsible Provider 1	Rostered 1	Age In Years 1	Diagnosis ICD Code 2	Comments 2
Chart Number 2	Chart Status 2	Family Name 2	First Name 2	HCN 2	Responsible Provider 2	Rostered 2	Age In Years 2	Diagnosis ICD Code 3	Comments 3
Chart Number 2	Chart Status 2	Family Name 2	First Name 2	HCN 2	Responsible Provider 2	Rostered 2	Age In Years 2	Diagnosis ICD Code 4	Comments 4

Cancel Previous Next Finish

## Additional Settings and Functions:

Click the Drop down on the Report Options icon  and select Advanced.

Registry (Problem List) x Getting Started

Rename

Description

Categories

Sorts

Filters

Options

Template

Advanced

Arial

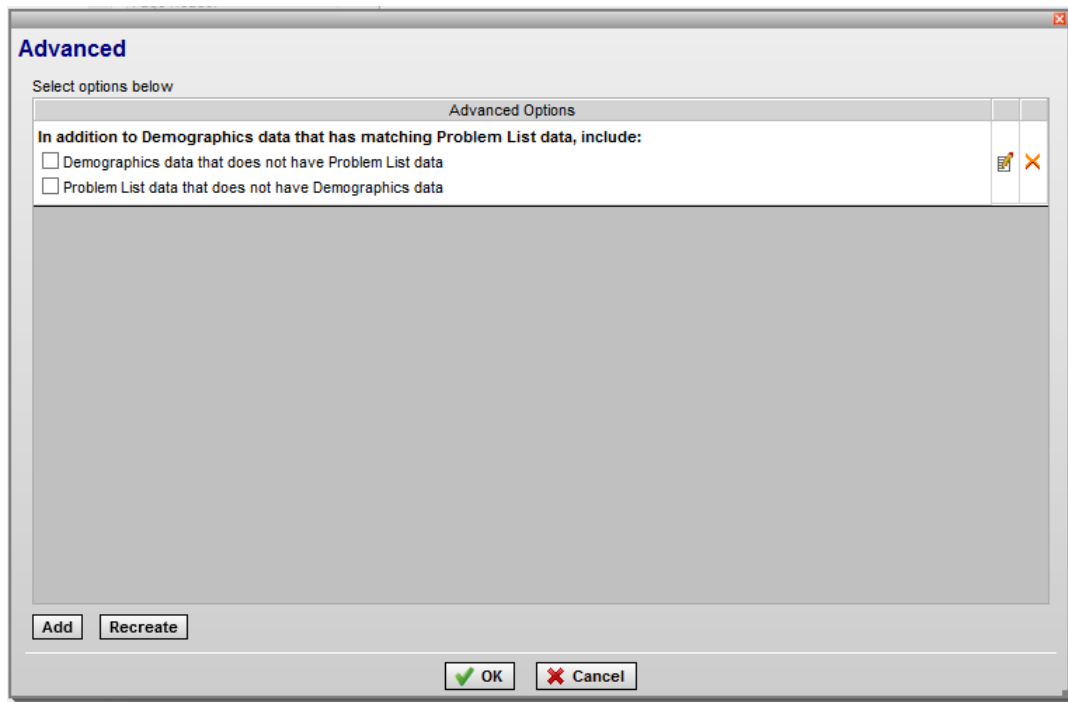
B I U A

D2D 3.0 Diabetes Indicator Diabetes Registry (Probl


Chart Number	Chart Status	Family Name	First Name	HCN	Responsible Provider	Rost
Demographics.Char t Number	Demographics.Char t Status	Demographics.Famil y Name	Demographics.First Name	Demographics.HCN	Demographics.Res ponsible Provider	Demograp

# Upper Canada FHT – D2D Diabetes Indicator in Nightingale On Demand Diabetes Registry

If there are any ticks in either of the boxes below, remove (ensure both boxes are unticked) and then click OK.

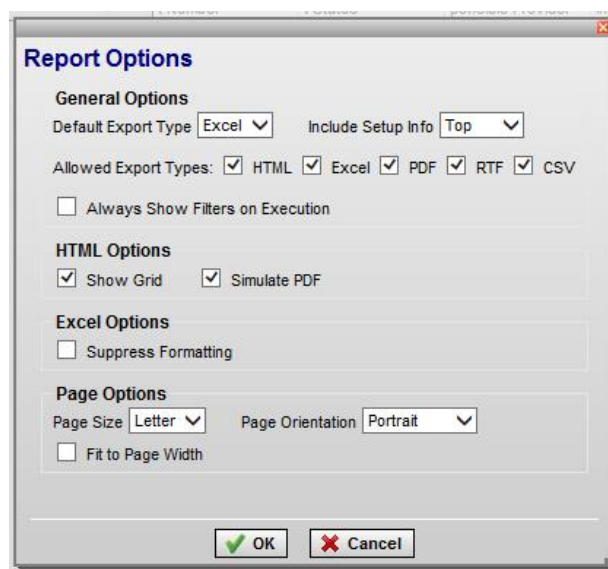


The 'Advanced' dialog box contains a section titled 'Advanced Options' with the instruction 'Select options below'. It lists two options to be included in addition to demographics data: 'Demographics data that does not have Problem List data' and 'Problem List data that does not have Demographics data'. Both options are currently unticked. The dialog also features 'Add' and 'Recreate' buttons on the left and 'OK' and 'Cancel' buttons at the bottom.

Click the Drop down on the Report options icon  and select Options

Change the Default Export Type to “Excel” and Include Setup Info to “Top” and then click OK

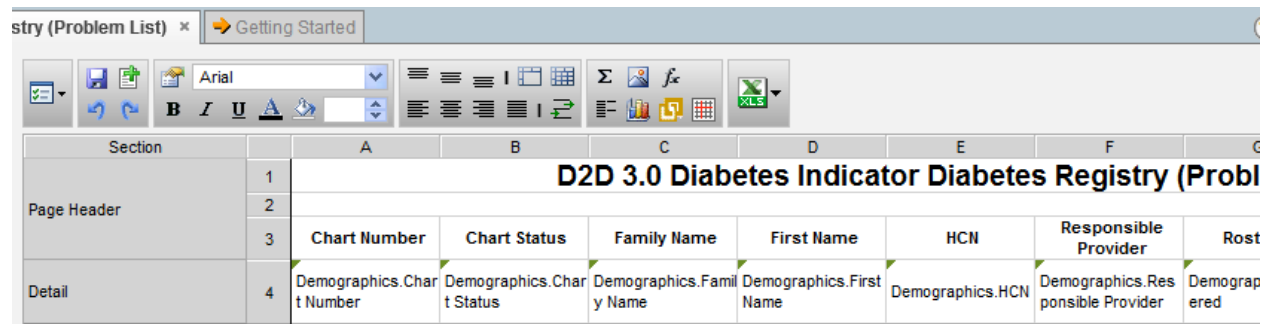
**TIP:** If you want the Export Type in something other than Excel either leave this option blank or select the appropriate type (Options are HTML, XLS, RTF and CSV).



The 'Report Options' dialog box is divided into several sections. The 'General Options' section includes 'Default Export Type' set to 'Excel' and 'Include Setup Info' set to 'Top'. The 'Allowed Export Types' section shows checkboxes for HTML, Excel, PDF, RTF, and CSV, all of which are checked. The 'HTML Options' section has 'Show Grid' and 'Simulate PDF' checked. The 'Excel Options' section has 'Suppress Formatting' unchecked. The 'Page Options' section shows 'Page Size' set to 'Letter' and 'Page Orientation' set to 'Portrait'. There are also 'Fit to Page Width' and 'Always Show Filters on Execution' options, both of which are unchecked. The dialog concludes with 'OK' and 'Cancel' buttons.

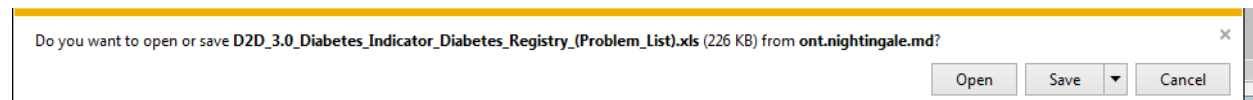
## Upper Canada FHT – D2D Diabetes Indicator in Nightingale On Demand Diabetes Registry

Click the Save icon  to save the report. When complete click the Excel icon  to run the report.



Section		A	B	C	D	E	F	G
Page Header	1	<b>D2D 3.0 Diabetes Indicator Diabetes Registry (Probl</b>						
	2							
Detail	3	<b>Chart Number</b>	<b>Chart Status</b>	<b>Family Name</b>	<b>First Name</b>	<b>HCN</b>	<b>Responsible Provider</b>	<b>Rost</b>
	4	Demographics.Char t Number	Demographics.Char t Status	Demographics.Famil y Name	Demographics.First Name	Demographics.HCN	Demographics.Res ponsible Provider	Demograp ered

The Report filters that were set to “Prompt for Value” will pop up. Update date range appropriately and click OK



Do you want to open or save D2D\_3.0\_Diabetes\_Indicator\_Diabetes\_Registry\_(Problem\_List).xls (226 KB) from ont.nightingale.md?

Open Save Cancel

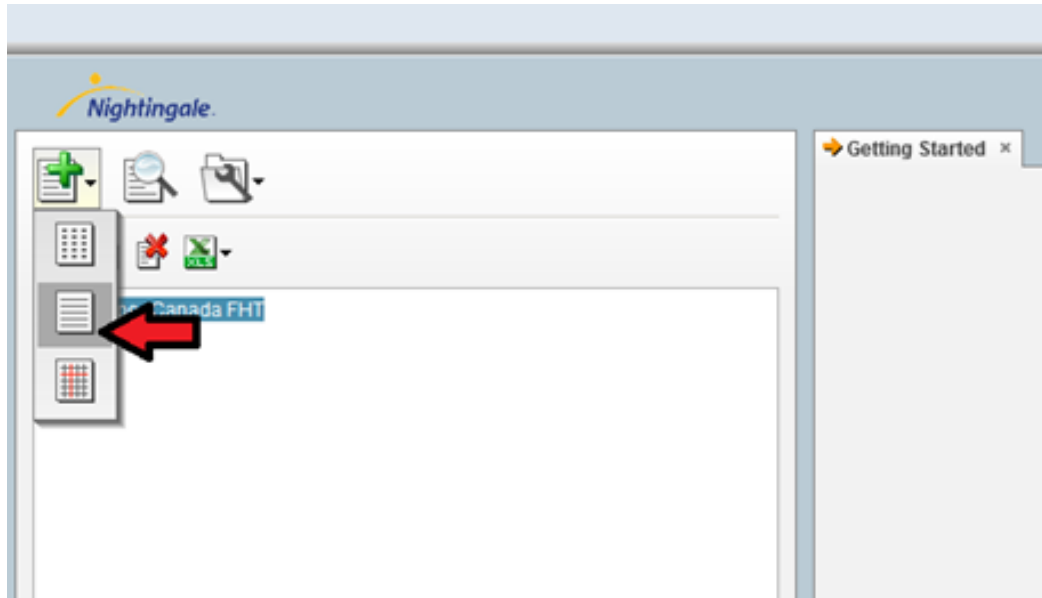
Report in Microsoft Excel:

- Verify the Setup Information is accurate.
- Delete the Setup information if not needed (or move to another sheet for reference).
- Click on Data Tab and click “Remove Duplicates”
  - This should leave you with a list of all patients with the ICD Code 250 in the problem list, however it may not be all inclusive. In order to obtain a complete registry of patients at UCFHT we create the same report for Encounter assessment and merge the two lists – See Part 2 below:

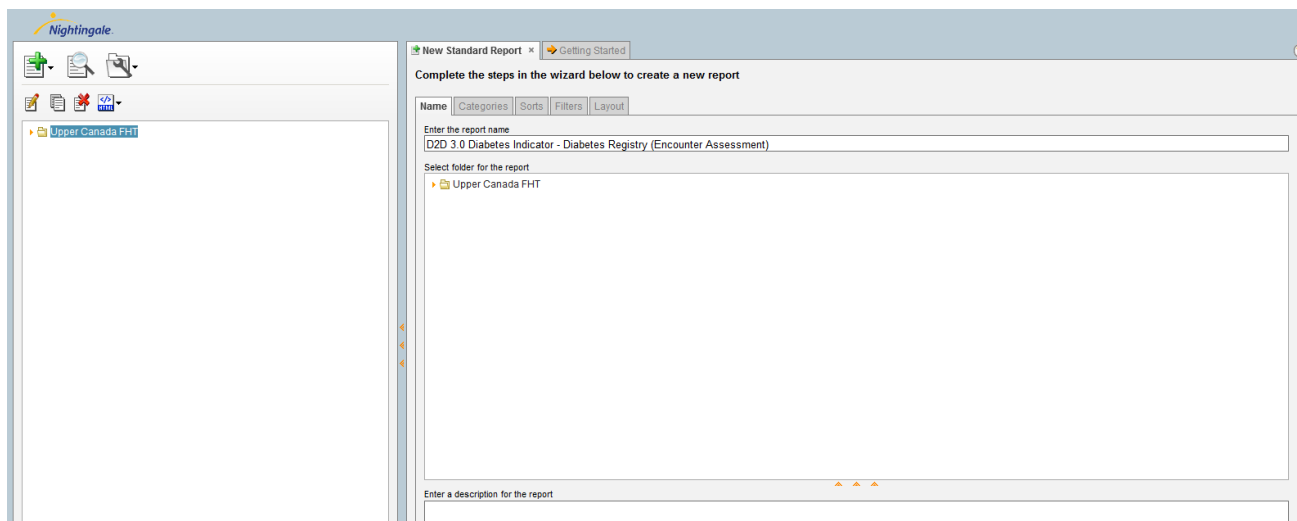
# Upper Canada FHT – D2D Diabetes Indicator in Nightingale On Demand Diabetes Registry

## **Part 2: Encounter Assessment**

In Data Miner Module create new Standard Report



Name your report and file it in required folder and then click Next:





# Upper Canada FHT – D2D Diabetes Indicator in Nightingale On Demand Diabetes Registry

**Categories:** Select (double click or drag and drop the category) and then click Next:

- Demographics → Demographics
- Clinical Information → Encounters
- Clinical Information → Encounter Assessments

Complete the steps in the wizard below to create a new report

The screenshot shows the 'Categories' step of the report creation wizard. The interface includes tabs for Name, Categories, Sorts, Filters, and Layout. On the left, a tree view lists various data categories. On the right, a table allows selecting categories to include in the report.

Suppress Duplicates	Category Name	
<input type="checkbox"/>	Demographics	X
<input type="checkbox"/>	Encounters	X
<input type="checkbox"/>	Encounter Assessments	X

**Sort:** Can sort based on any parameter, in this example we used “Responsible Provider”. Select your sort parameter and then click Next.

**NOTE:** We selected Responsible Provider as the sort because we typically review our data per provider and for the entire group. This is an internal practice for Upper Canada FHT and not necessary for D2D.

Complete the steps in the wizard below to create a new report

The screenshot shows the 'Sorts' step of the report creation wizard. The interface includes tabs for Name, Categories, Sorts, Filters, and Layout. On the left, a list of sort fields is shown. On the right, a table allows selecting the sort field and order.

Sort By	Sort Order	
Demographics.Responsible Provider	Ascending	↑ ↓ X

# Upper Canada FHT – D2D Diabetes Indicator in Nightingale On Demand Diabetes Registry

## **Filters:**

Filter 1: Select Demographics from the drop down and then either double click or drag and drop Chart Status into “Filter By” area.

In the filter details below:

- Change the first drop down to “Equal to”
- Then click on the drop down arrow and select Active

Complete the steps in the wizard below to create a new report

The screenshot shows the 'Filters' tab of the report wizard. On the left, under 'Select filter fields to include on report', a list of fields is shown with 'Demographics' selected. On the right, the 'Filter By' area contains 'Demographics.Chart Status'. A red box highlights the filter details at the bottom, which include a dropdown menu set to 'Equal To', a second dropdown set to 'Active', and a third dropdown set to 'AND With Next Filter'. There are also checkboxes for 'Group With Next Filter' and 'Prompt For Value'.

Filter 2: Select Encounter Assessments from the drop down and then either double click or drag and drop ICD Code into the “Filter by” area.

In the filter details below:

- Change the first drop down to “Contains” (can also use the option “starts with”)
- Then type “250”

# Upper Canada FHT – D2D Diabetes Indicator in Nightingale On Demand Diabetes Registry

Complete the steps in the wizard below to create a new report

Name Categories Sorts **Filters** Layout

Select filter fields to include on report

Encounter Assessments

- Assessment Date
- Assessment Order
- Assessment Status
- Comments
- Encounter Assessment Id
- Encounter ID
- ICD Code
- ICD Description
- ICD Id
- In CPP
- IPatient

Filter By

Demographics.Chart Status	↑	↓	×
Encounter Assessments.ICD Code	↑	↓	×

Contains 250

AND With Next Filter

☐ Group With Next Filter

☐ Prompt For Value

**SUMMARY**

Demographics.Chart Status = 'Active' And Encounter Assessments.ICD Code Contains '250'

**TIP:** Ensure that the Summary box at the bottom reflects the dates that you have selected. Sometimes when changing the date you need to click in the date box area to “force” the change in the Summary. **TIP:** If running this report regularly for different ICD Codes put a check in the “Prompt for Value” so that you don’t have to go back into the filters to make changes. When you run the report, it will prompt you to enter the ICD Code that you want.

Then click Next.

**Layout:** Click the drop down (see red arrow below) and select the required category. Either double click or drag and drop the required output fields. For this search we selected the following:

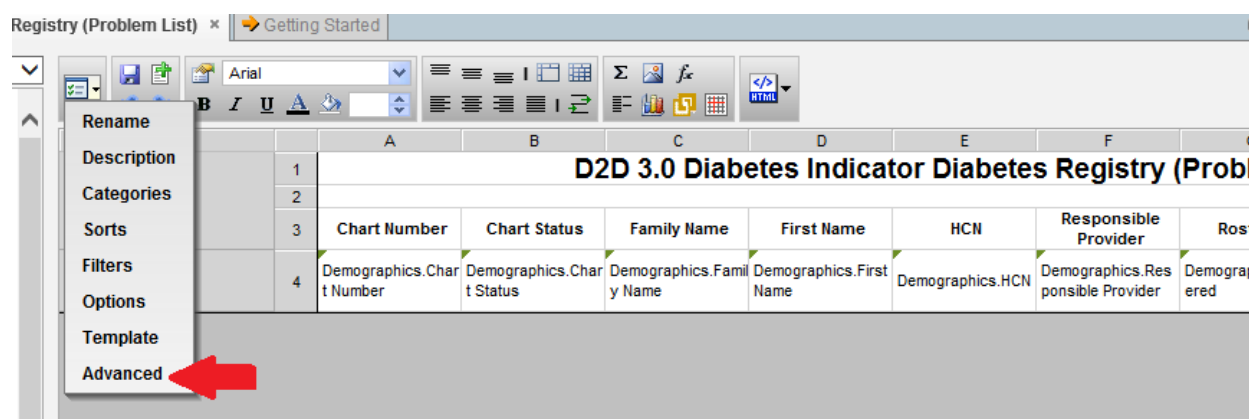
- Demographics
  - Chart Number
  - Chart Status
  - Family Name
  - First Name
  - HCN
  - Responsible Provider
  - Rostered
  - Age In Years
- Encounter Assessment
  - ICD Code
  - Comments

# Upper Canada FHT – D2D Diabetes Indicator in Nightingale On Demand Diabetes Registry

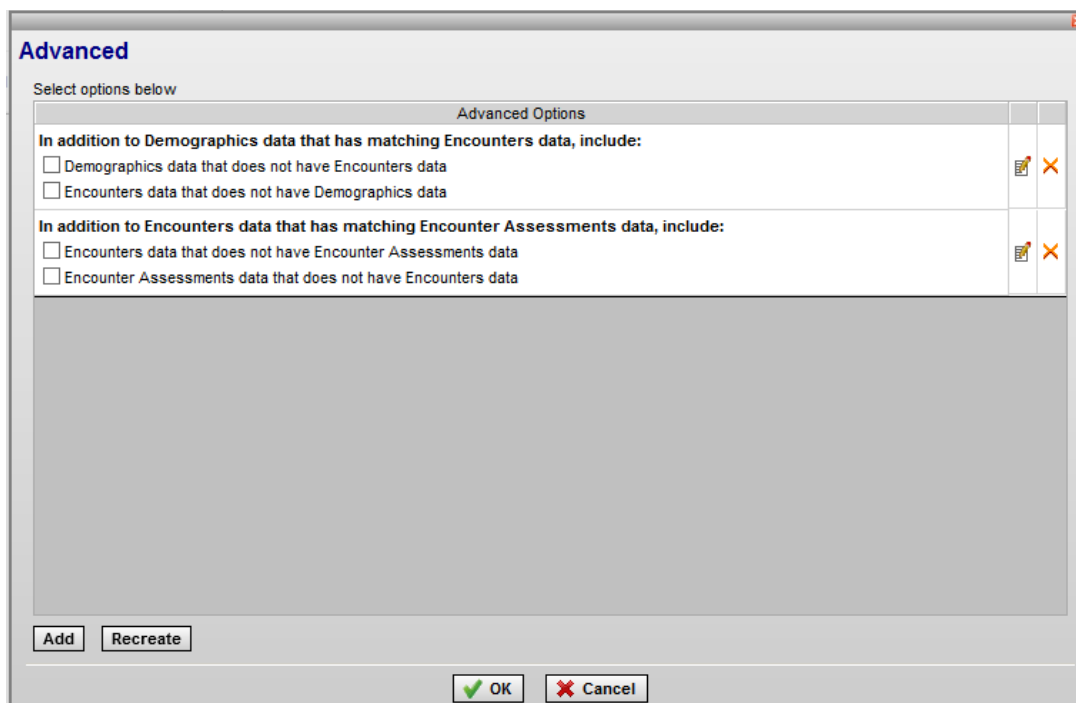
Once you have selected all of your outputs click Finish in the bottom right corner

## **Additional Settings and Functions:**

Click the Drop down on the Report Options icon  and select Advanced.




If there are any ticks in either of the boxes below, remove (ensure both boxes are unticked) and then click OK.

The screenshot shows the 'Advanced' settings dialog box. It has a title bar with 'Advanced' and a close button. Below the title bar, it says 'Select options below'. There's a section titled 'Advanced Options' with two groups of checkboxes. The first group is 'In addition to Demographics data that has matching Encounters data, include:' with two checkboxes: 'Demographics data that does not have Encounters data' and 'Encounters data that does not have Demographics data'. The second group is 'In addition to Encounters data that has matching Encounter Assessments data, include:' with two checkboxes: 'Encounters data that does not have Encounter Assessments data' and 'Encounter Assessments data that does not have Encounters data'. Each checkbox has a small icon to its right. At the bottom of the dialog, there are buttons for 'Add', 'Recreate', 'OK', and 'Cancel'.

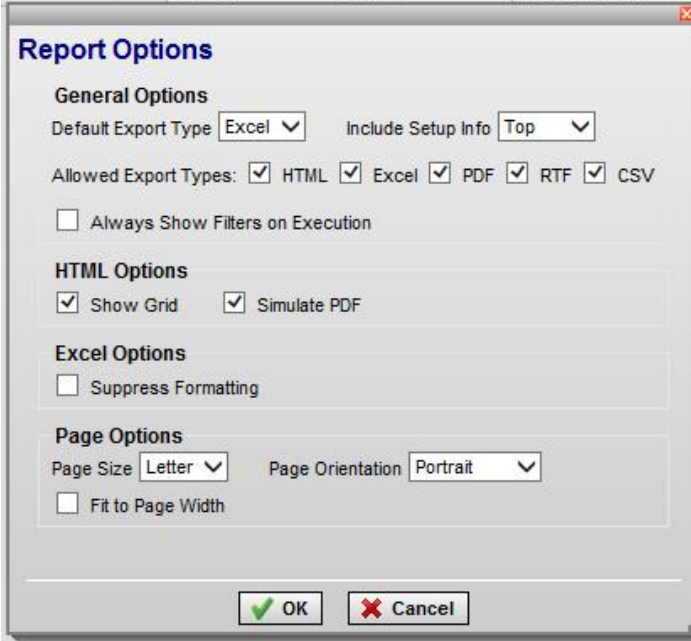
# Upper Canada FHT – D2D Diabetes Indicator in Nightingale On Demand Diabetes Registry

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Click the Drop down on the Report options icon  and select Options

Change the Default Export Type to “Excel” and Include Setup Info to “Top” and then click OK

**TIP:** If you want the Export Type in something other than Excel either leave this option blank or select the appropriate type (Options are HTML, XLS, RTF and CSV).



The 'Report Options' dialog box is shown with the following settings:

- General Options**
  - Default Export Type: Excel (dropdown)
  - Include Setup Info: Top (dropdown)
  - Allowed Export Types: ☒ HTML, ☒ Excel, ☒ PDF, ☒ RTF, ☒ CSV
  - ☐ Always Show Filters on Execution
- HTML Options**
  - ☒ Show Grid
  - ☒ Simulate PDF
- Excel Options**
  - ☐ Suppress Formatting
- Page Options**
  - Page Size: Letter (dropdown)
  - Page Orientation: Portrait (dropdown)
  - ☐ Fit to Page Width

Buttons at the bottom: OK (green checkmark), Cancel (red X).

Click the Save icon  to save the report. When complete click the Excel icon  to run the report.

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Do you want to open or save D2D\_3.0\_Diabetes\_Indicator\_-\_Diabetes\_Registry\_(Encounter\_Assessment).xls (3.99 MB) from ont.nightingale.md?

Open Save Cancel

Report in Microsoft Excel:

- Verify the Setup Information is accurate.
- Delete the Setup information if not needed (or move to another sheet for reference).
- Click on Data Tab and click “Remove Duplicates”
  - This should leave you with a list of all patients with the ICD Code 250 in the encounter assessment
- Copy Health Card Numbers from both reports and paste into one sheet. Click Remove Duplicates to create one clean list.
- Use v-lookup to add patient names back into list, if needed.