# Running the AF Quality Improvement Dashboard on EMIS Web

The dashboard comprises of 3 outputs to export the data required and a spreadsheet that provides the analysis and worklists identified for your patients. To use the dashboard you will need to have

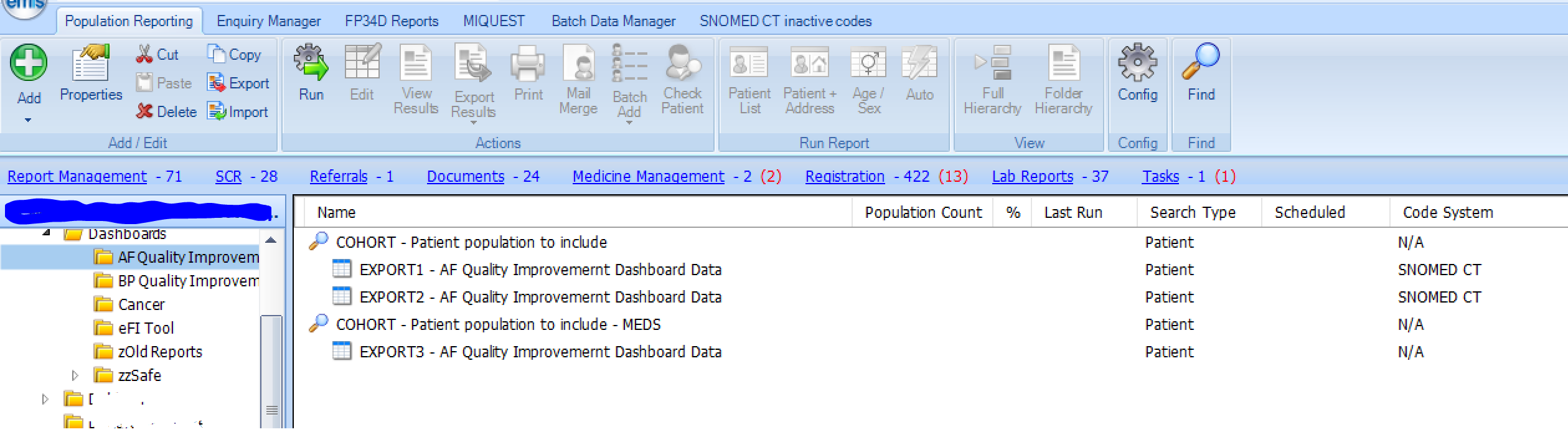
* Access to the Clinical system as a user with permission to run Reports
* The Reports and dashboard contained in the ‘**AF Quality Improvement Tool.xlsm**’ has been extracted from the zip file and imported in EMIS Web
* The saved location of this file is accessible from the PC being used to import the reports and run the dashboard
* Data provided by INRStar has been exported and available to Import

The process to create the dashboard requires:

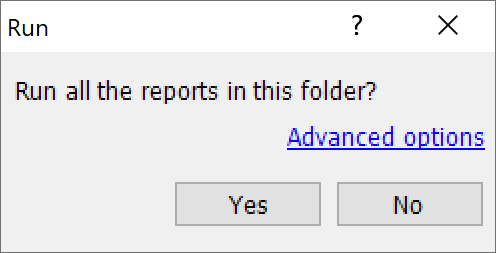
1. Run the Reports within your clinical system to generate and export the data
2. Run the reports within INRStar to generate and export the data
3. Run the dashboard to import and format the data to provide your analysis overview mand patient lists

## Running the Reports to create the Exports

The reports will have been saved to the practices report under a folder called **AF Quality Improvement**



* From the folder navigation on the left expand the folders and select **AF Quality Improvement** folder to display all the reports and click **Run**



* Click **Yes** to run all the reports in this folder using todays date as the run date

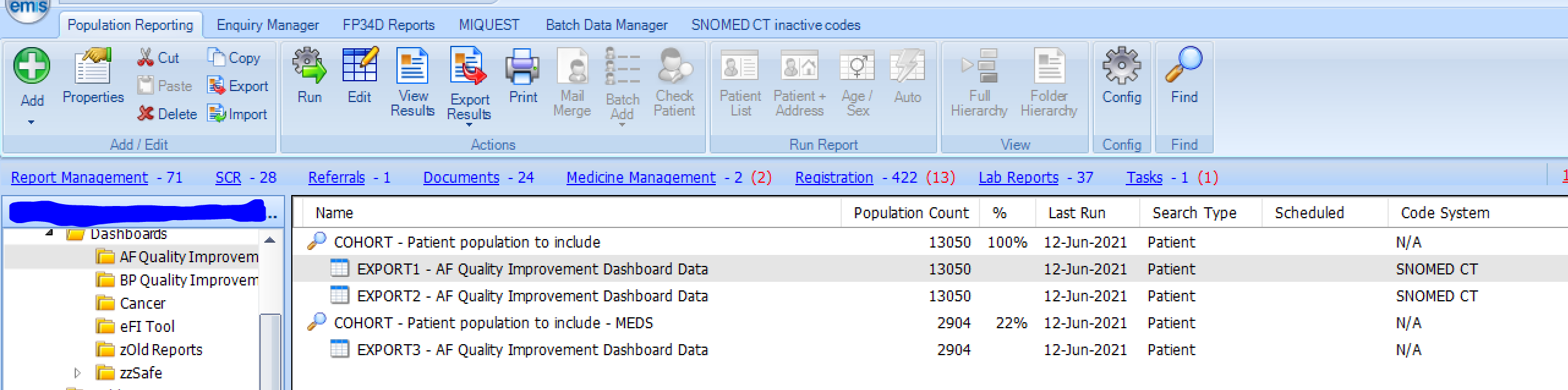
Then reports will show as Queued until they display count of patients identified when complete. When all the reports have completed they can be exported

## Exporting the Outputs to use for the Dashboard

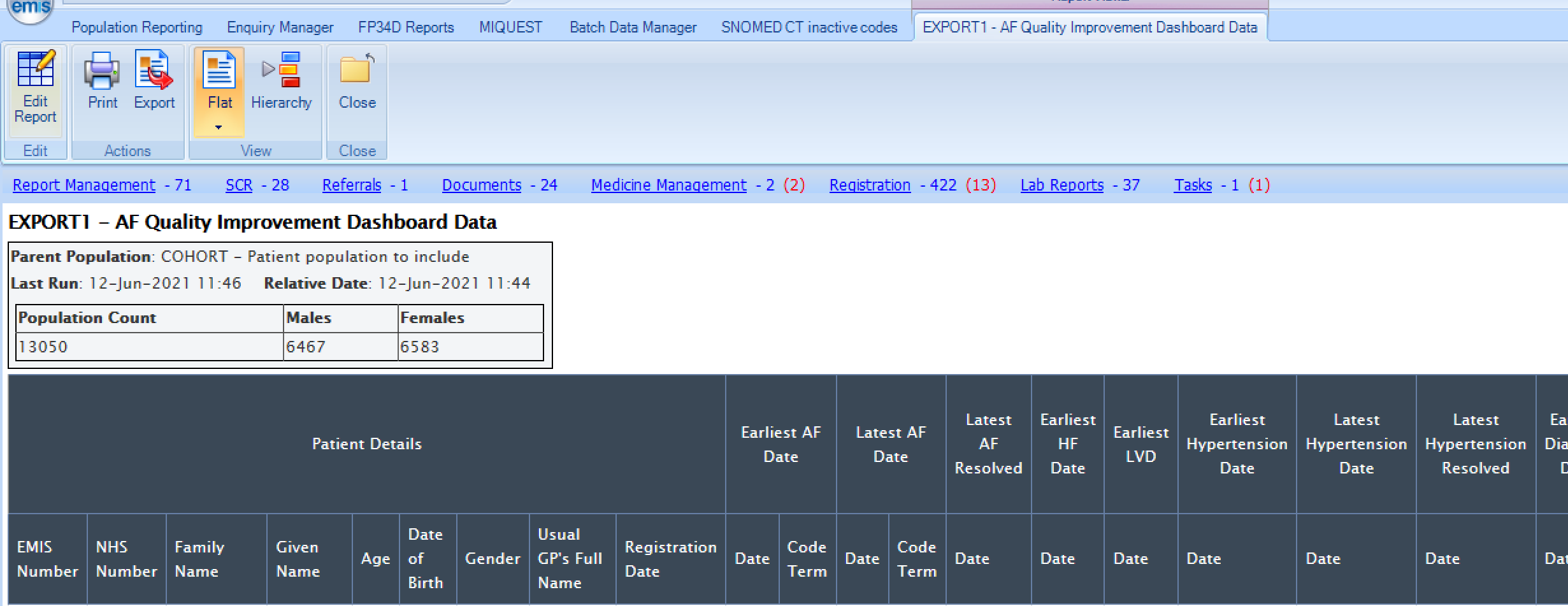
Once the folder has been run the outputs can then be exported for use with the dashboard. There are 3 outputs that will need to be exported:

* **EXPORT1 - AF Quality Improvement Dashboard Data**
* **EXPORT2 - AF Quality Improvement Dashboard Data**
* **EXPORT3 - AF Quality Improvement Dashboard Data**

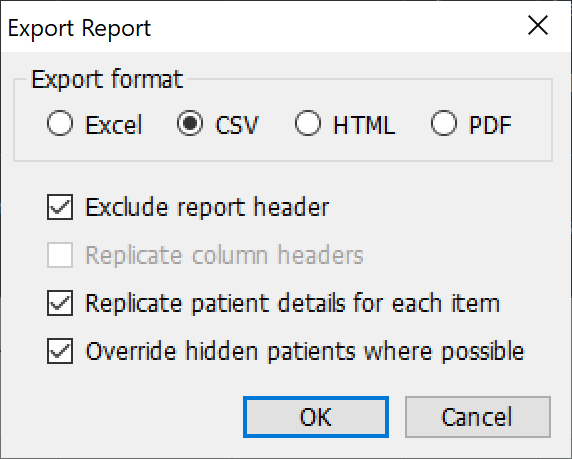
### EXPORT1 - Hypertension Dashboard - Practice Analysis



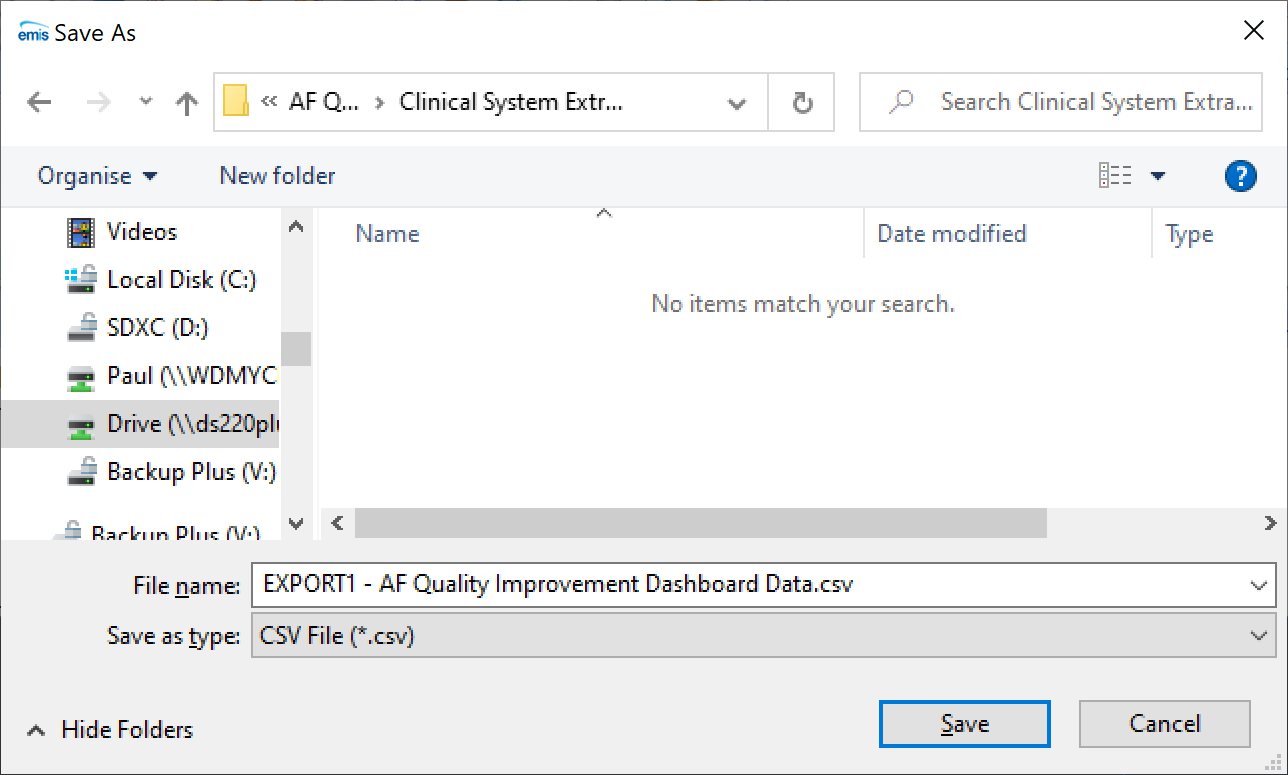
* Within the **AF Quality Improvement** folder select the **EXPORT1 - AF Quality Improvement Dashboard Data** output and click **View Results**



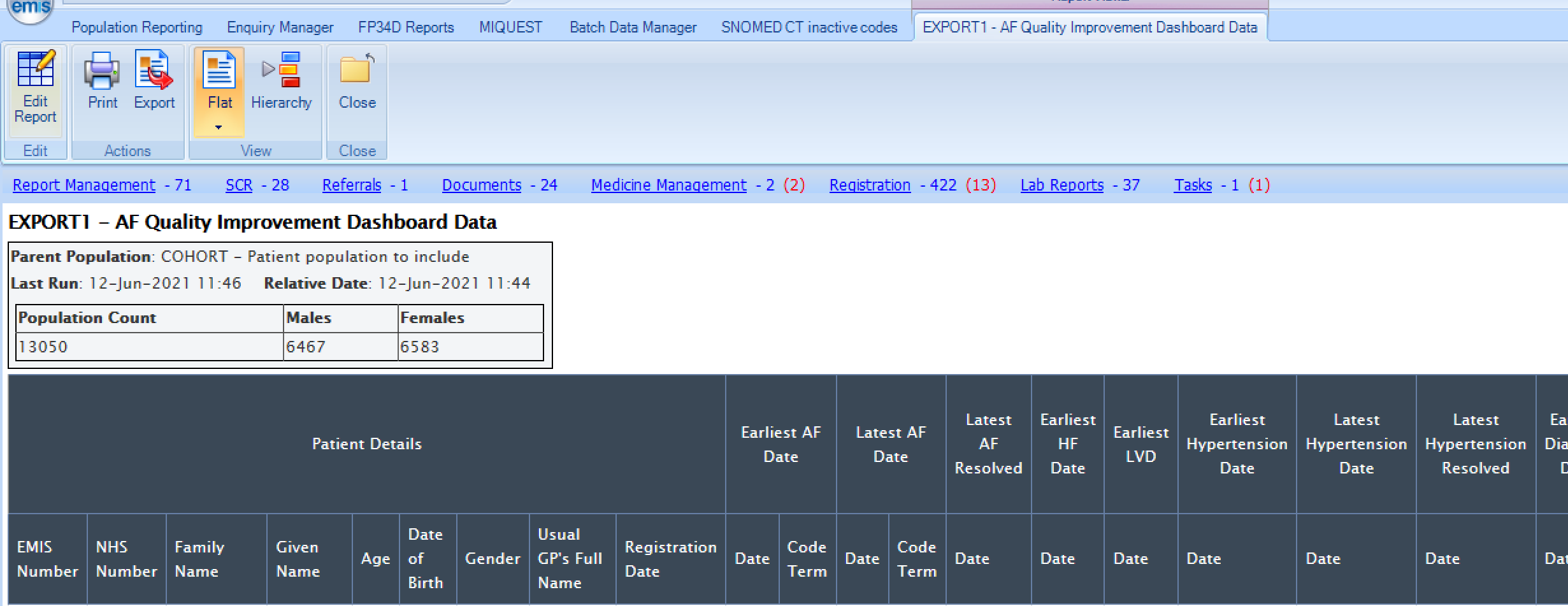
* Click **Export**



* **Click** to select the **CSV** radio button
* **Click** to Select [✓] **Exclude report header**
* **Click** to Select [✓] **Replicate patient details for each item**
* **Click** Select [✓] **Override hidden patients where possible**
* **Check** that the settings match the screenshot above and click **OK**



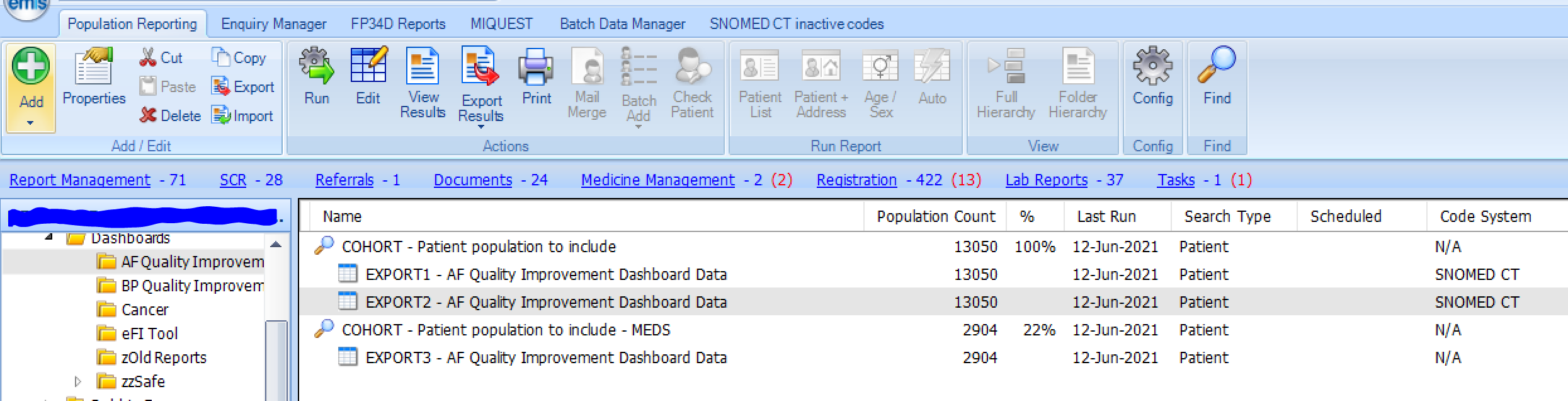
* Navigate to the folder **<SHARED DRIVE>\AF Quality Improvement Dashboard\Clinical System Extracts** and click **Save**



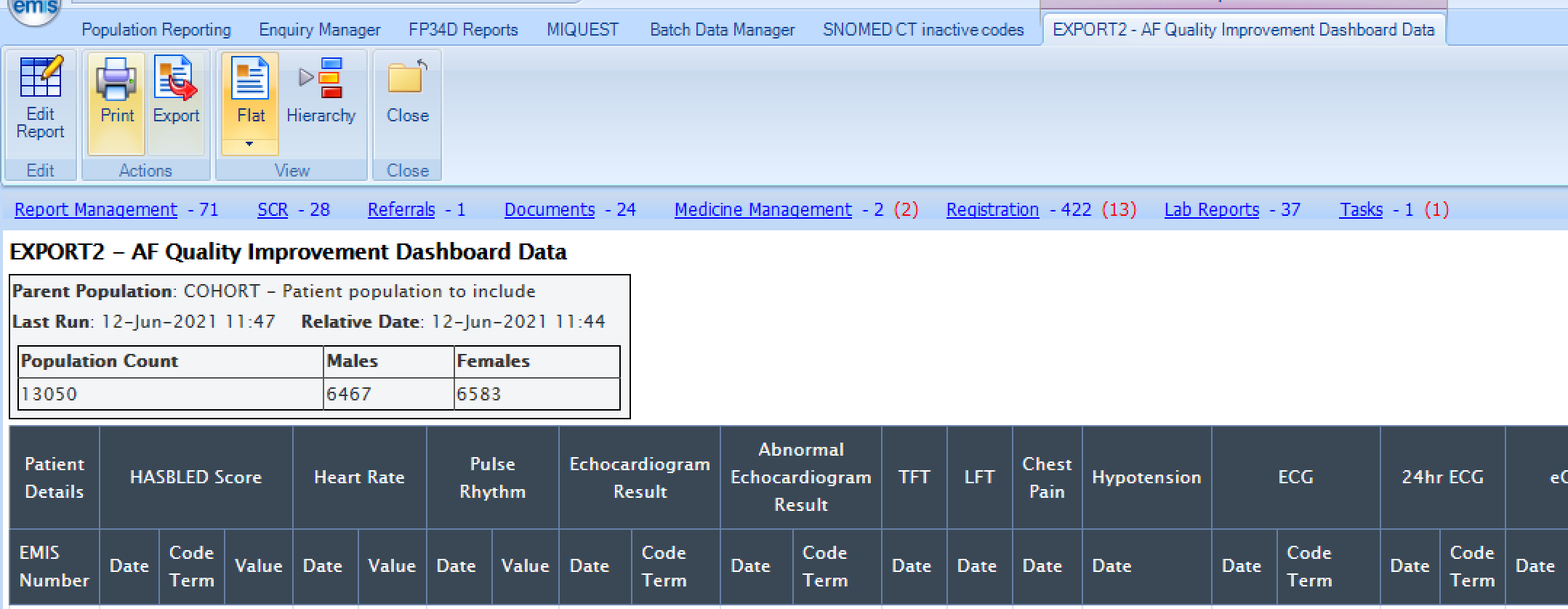
The export may take a short time to export

* Click **Close** to return to the reports screen

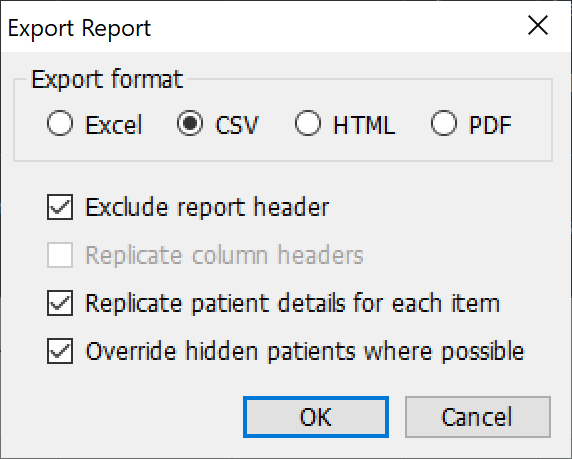
### EXPORT2 - Hypertension Dashboard - Practice Analysis



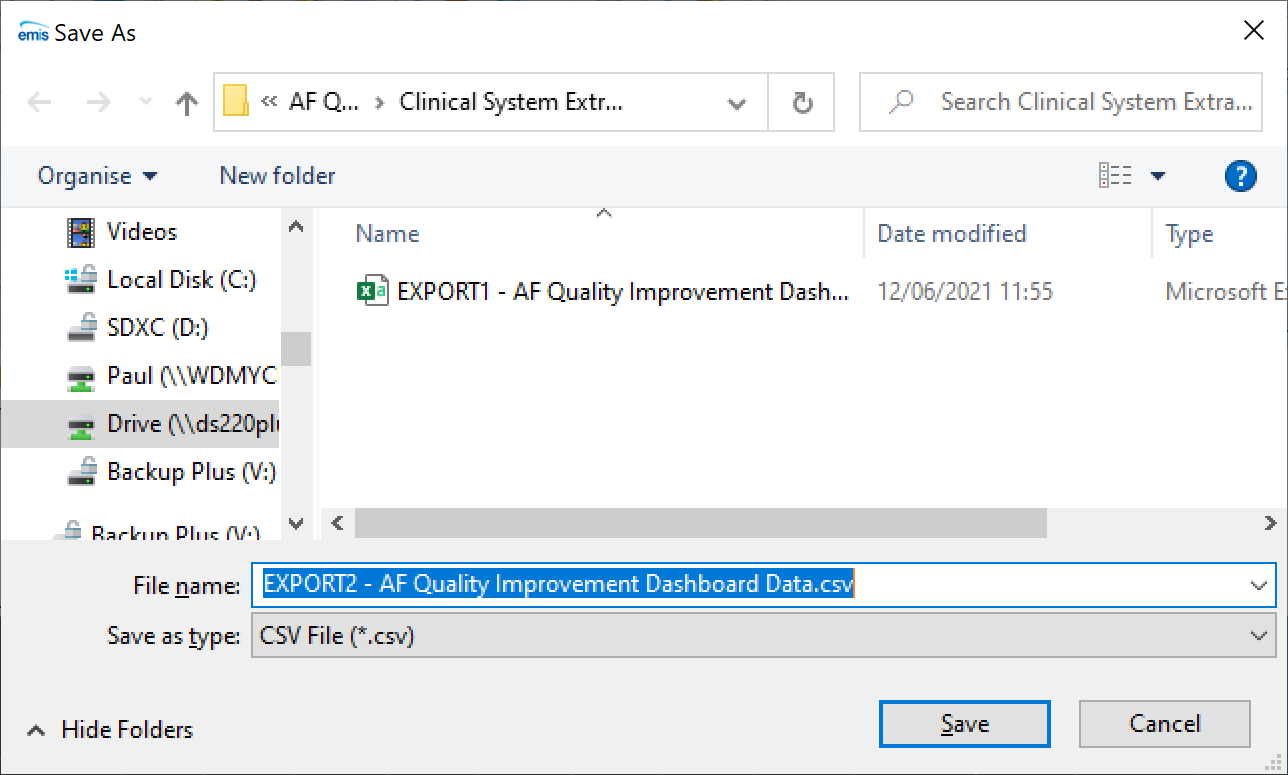
* Within the **AF Quality Improvement** folder select the **EXPORT2 - AF Quality Improvement Dashboard Data** output and click **View Results**



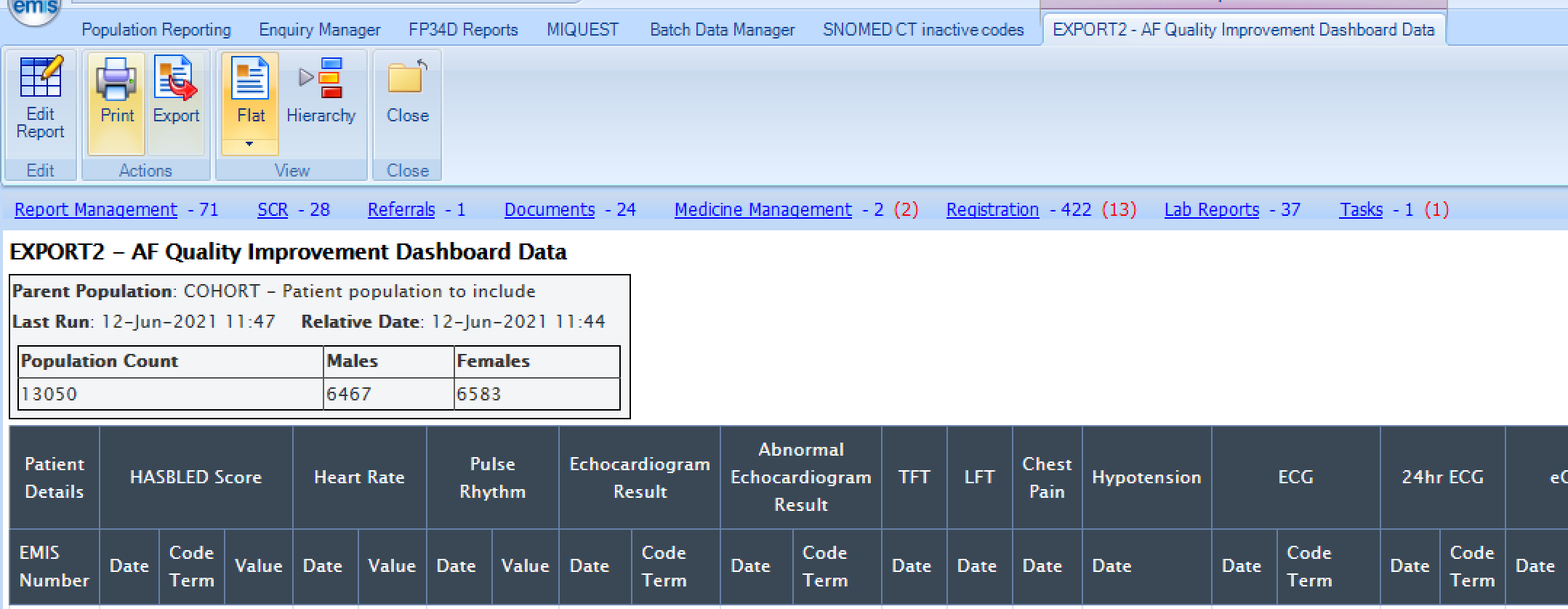
* Click **Export**



* **Click** to select the **CSV** radio button
* **Click** to Select [✓] **Exclude report header**
* **Click** to Select [✓] **Replicate patient details for each item**
* **Click** Select [✓] **Override hidden patients where possible**
* **Check** that the settings match the screenshot above and click **OK**



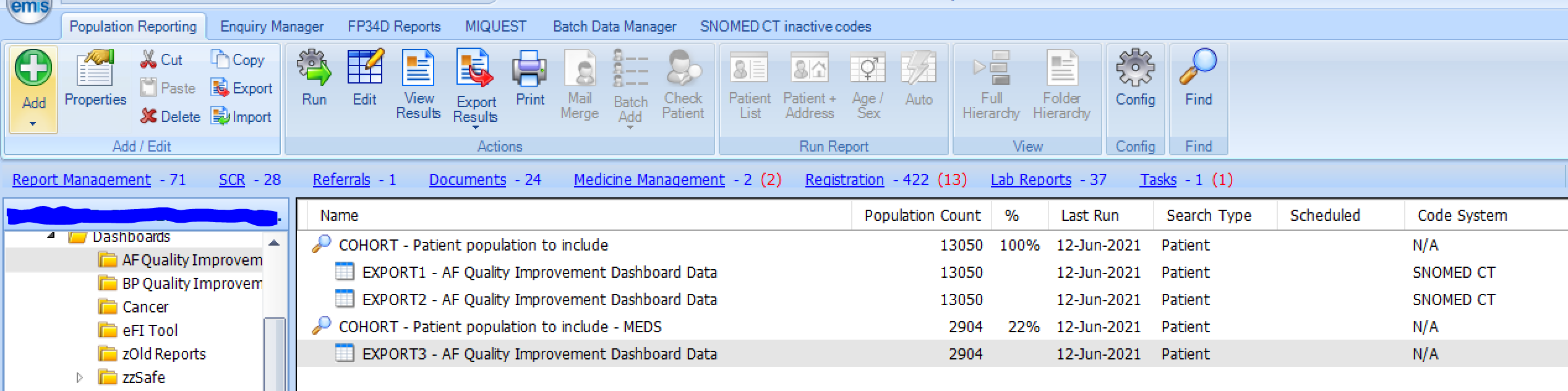
* Navigate to the folder **<SHARED DRIVE>\AF Quality Improvement Dashboard\Clinical System Extracts** and click **Save**



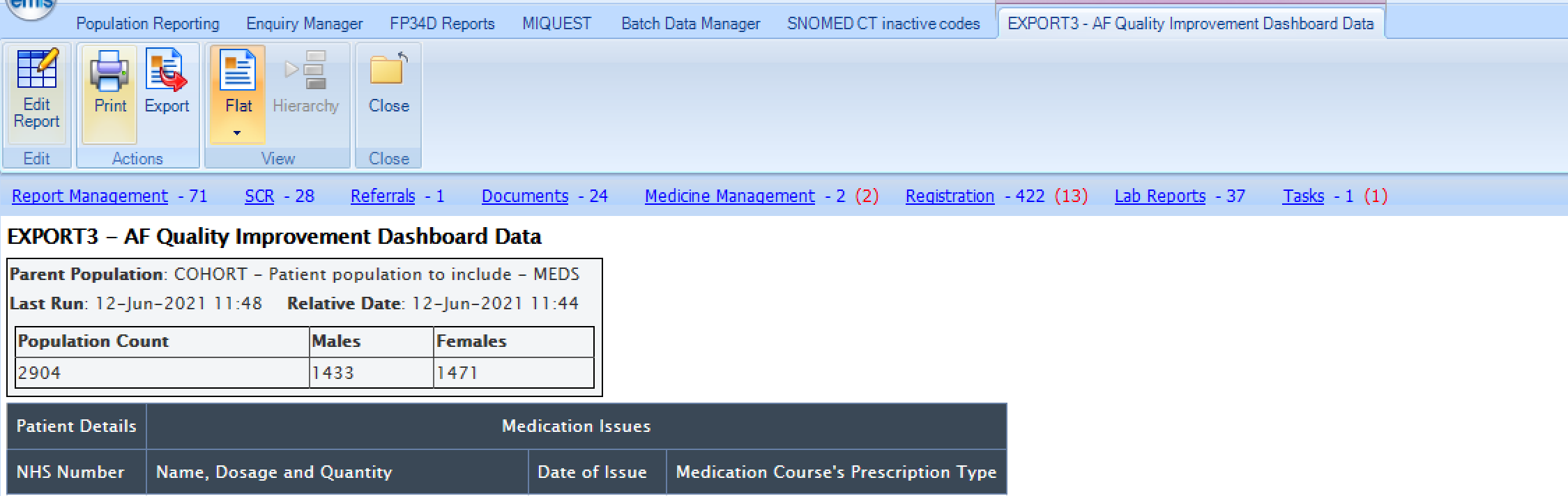
The export may take a short time to export

* Click **Close** to return to the reports screen

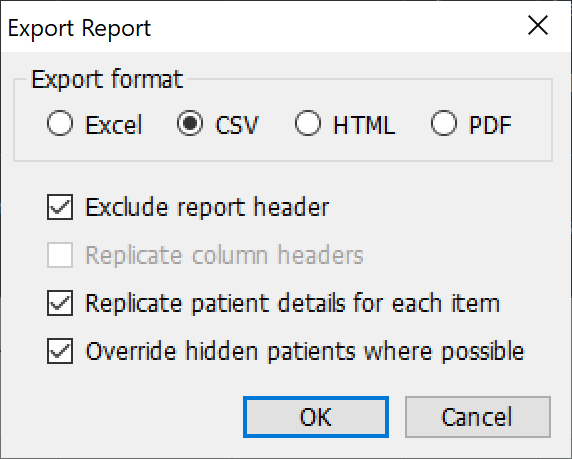
### EXPORT3 - Hypertension Dashboard – Newly Diagnosed Hypertension



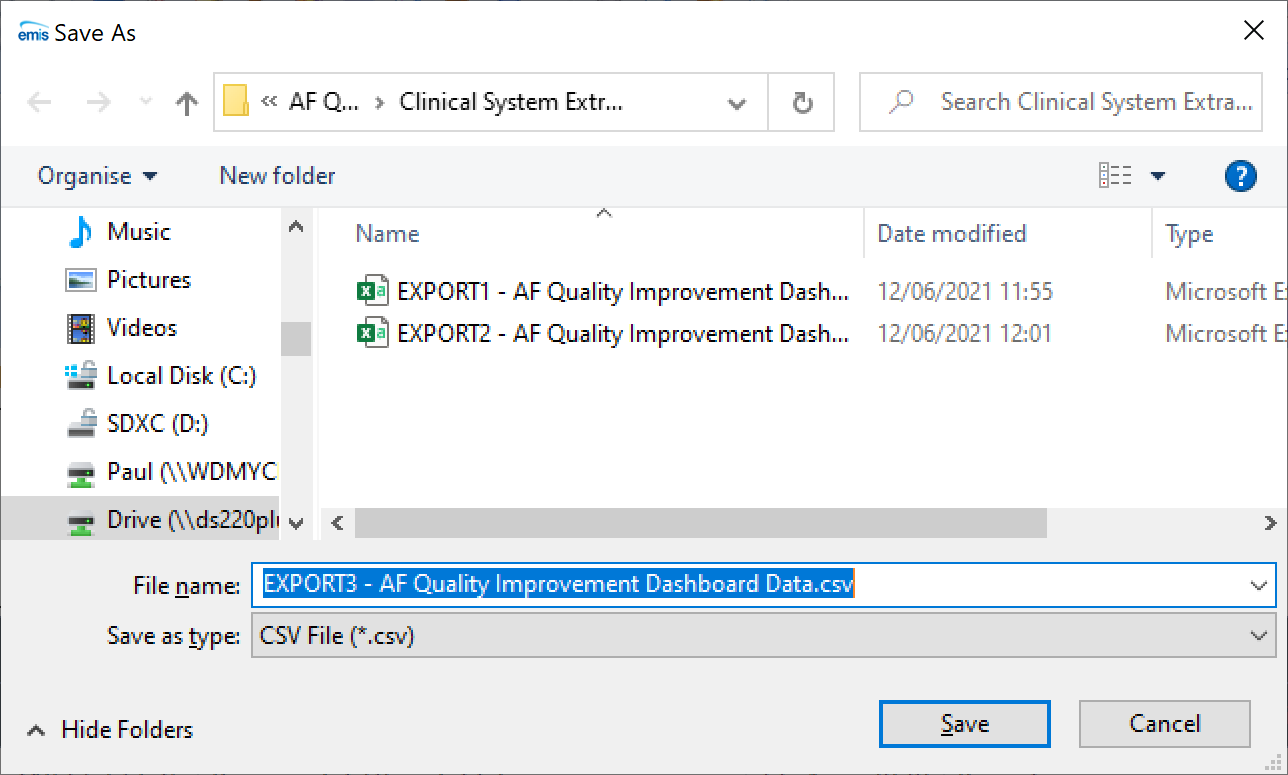
* Within the **AF Quality Improvement** folder select the **EXPORT3 - AF Quality Improvement Dashboard Data** output and click **View Results**



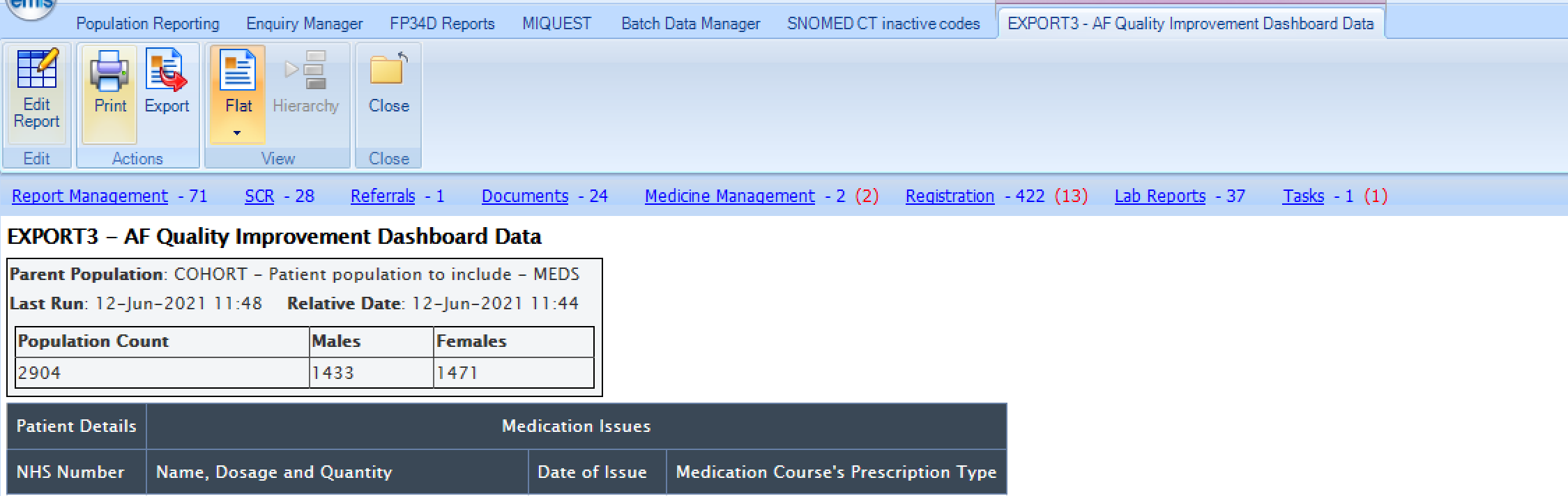
* Click **Export**



* **Click** to select the **CSV** radio button
* **Click** to Select [✓] **Exclude report header**
* **Click** to Select [✓] **Replicate patient details for each item**
* **Click** Select [✓] **Override hidden patients where possible**
* **Check** that the settings match the screenshot above and click **OK**



* Navigate to the folder **<SHARED DRIVE>\AF Quality Improvement Dashboard\Clinical System Extracts** and click **Save**



The export may take a short time to export

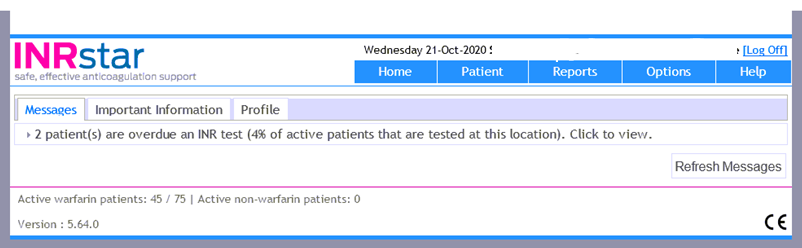
* Click **Close** to return to the reports screen

You can now run the dashboard to import the data and produce the analysis

## Exporting the INR Star Outputs to use for the Dashboard

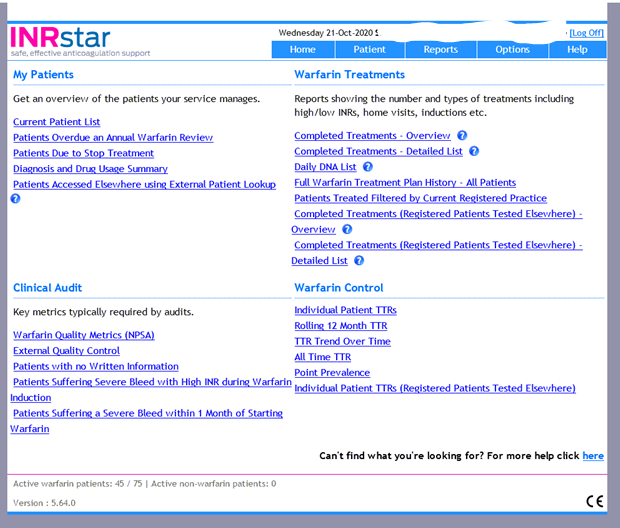
If you use INR Star and want to use this data in the dashboard you can export the data for INR and TTR:

* Open the **INRstar** software and log in with your username and password

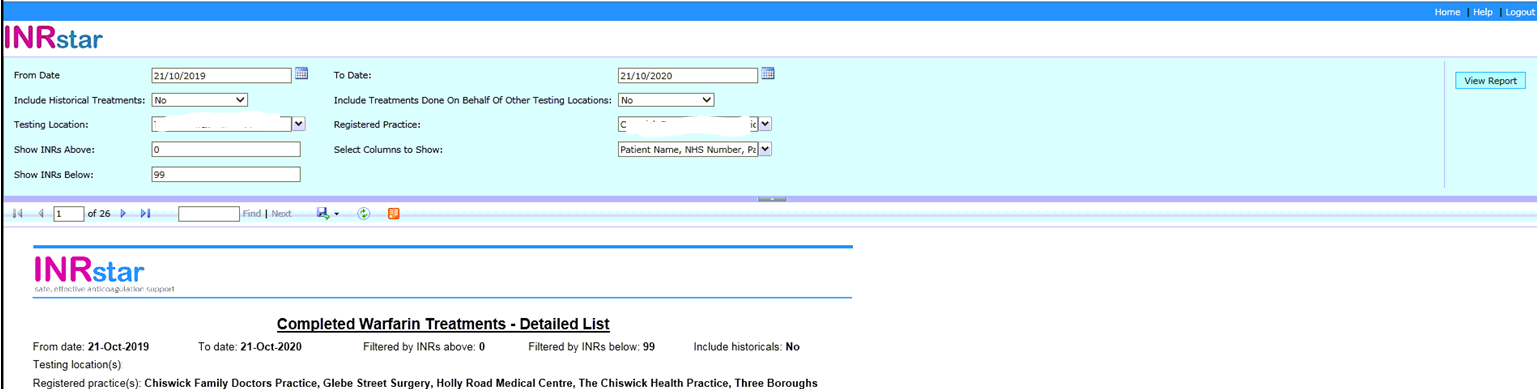


* Click **Reports**

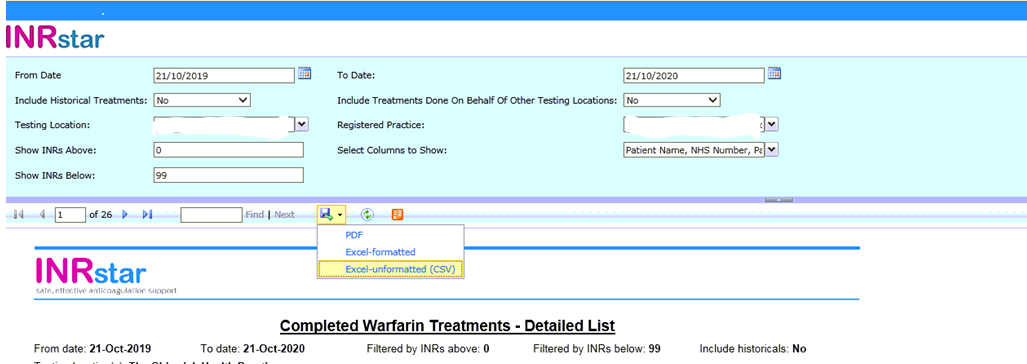
#### Export the INR Results



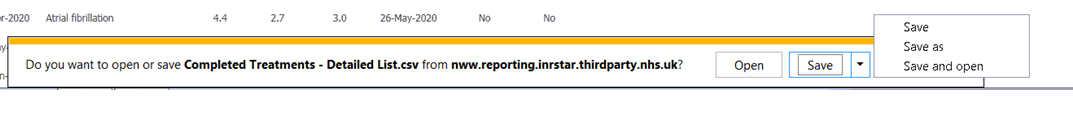
* Click to select **Completed Treatments – Detailed List**



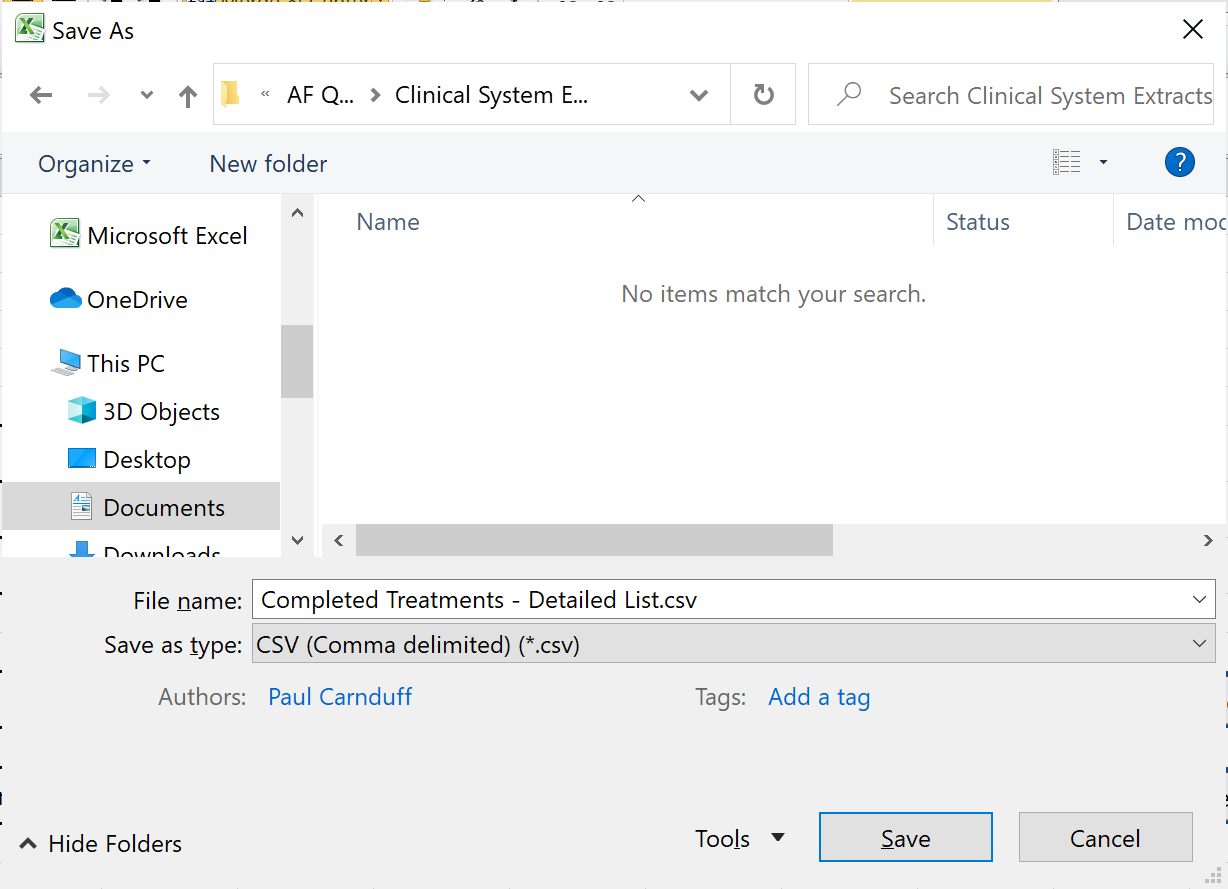
* Change the **From Date to include 1 year back from today**
* Click **View Report**



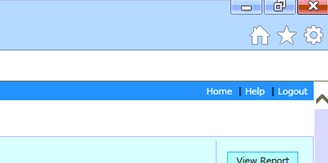
* Click on the **disk icon** to export the data and select ‘**Excel Unformatted (CSV)**’



* Click the ▼ on the open or save bar that displays and click ‘**Save as’**



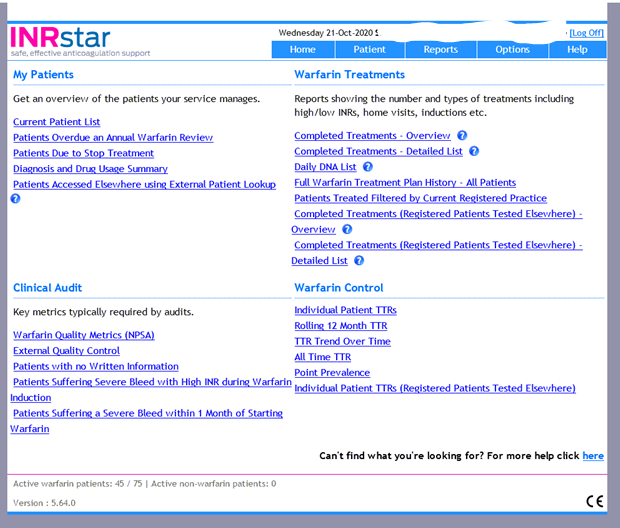
* **Select a folder to save the files to** and **Do not change the filename** then click **Save**



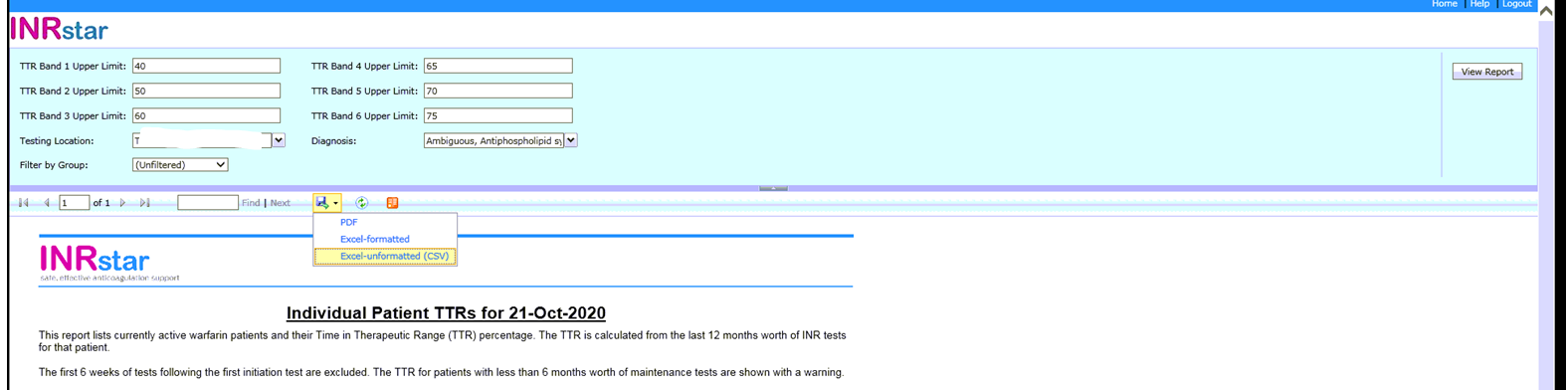
* Click **Home** to return to the Menu screen

#### Export the TTR Results

* Click **Reports**



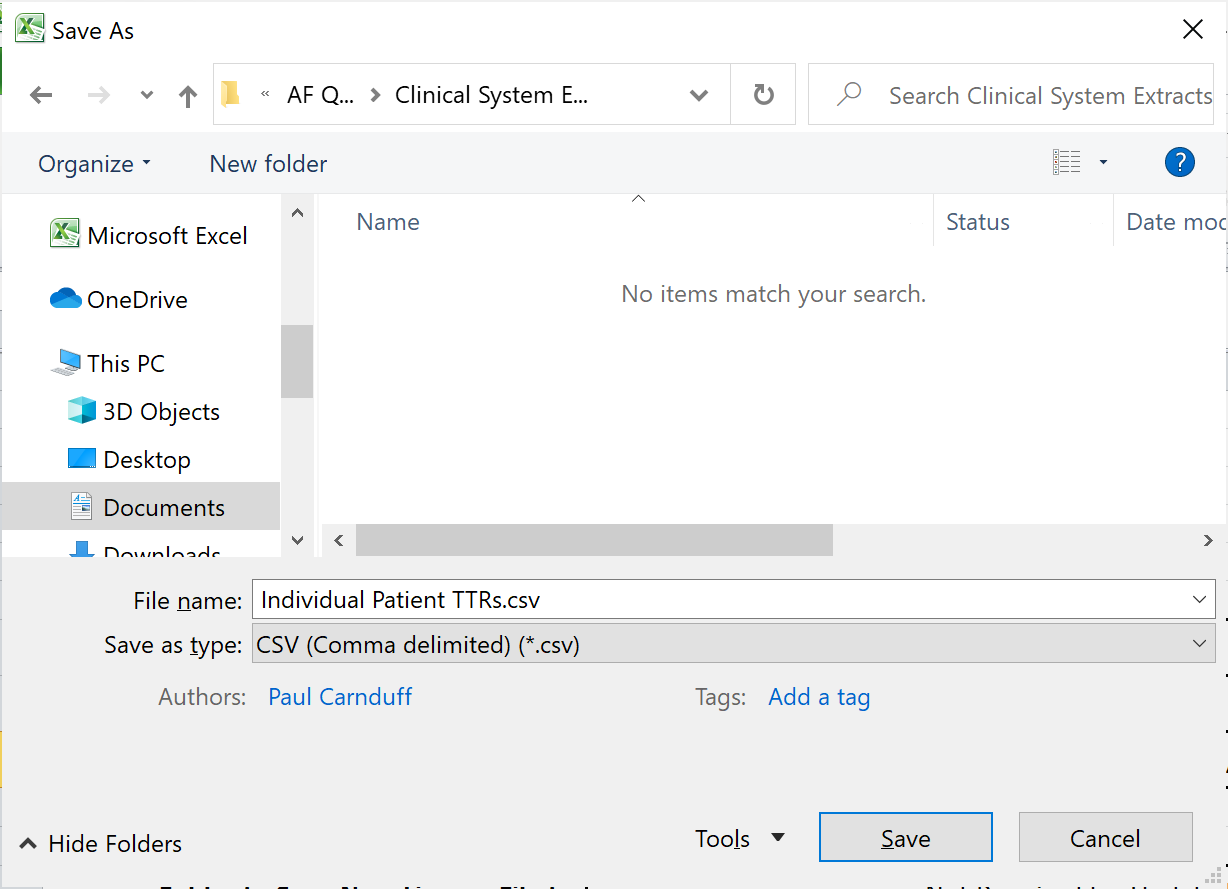
* Click to select **Individual Patient TTRs**



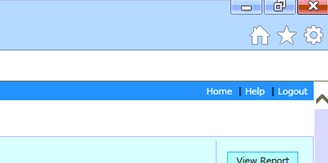
* Click on the **disk icon** to export the data and select ‘**Excel Unformatted (CSV)**’



* Click the ▼ on the open or save bar that displays and click ‘**Save as’**



* **Select a folder to save the files to** and **Do not change the filename** then click **Save**

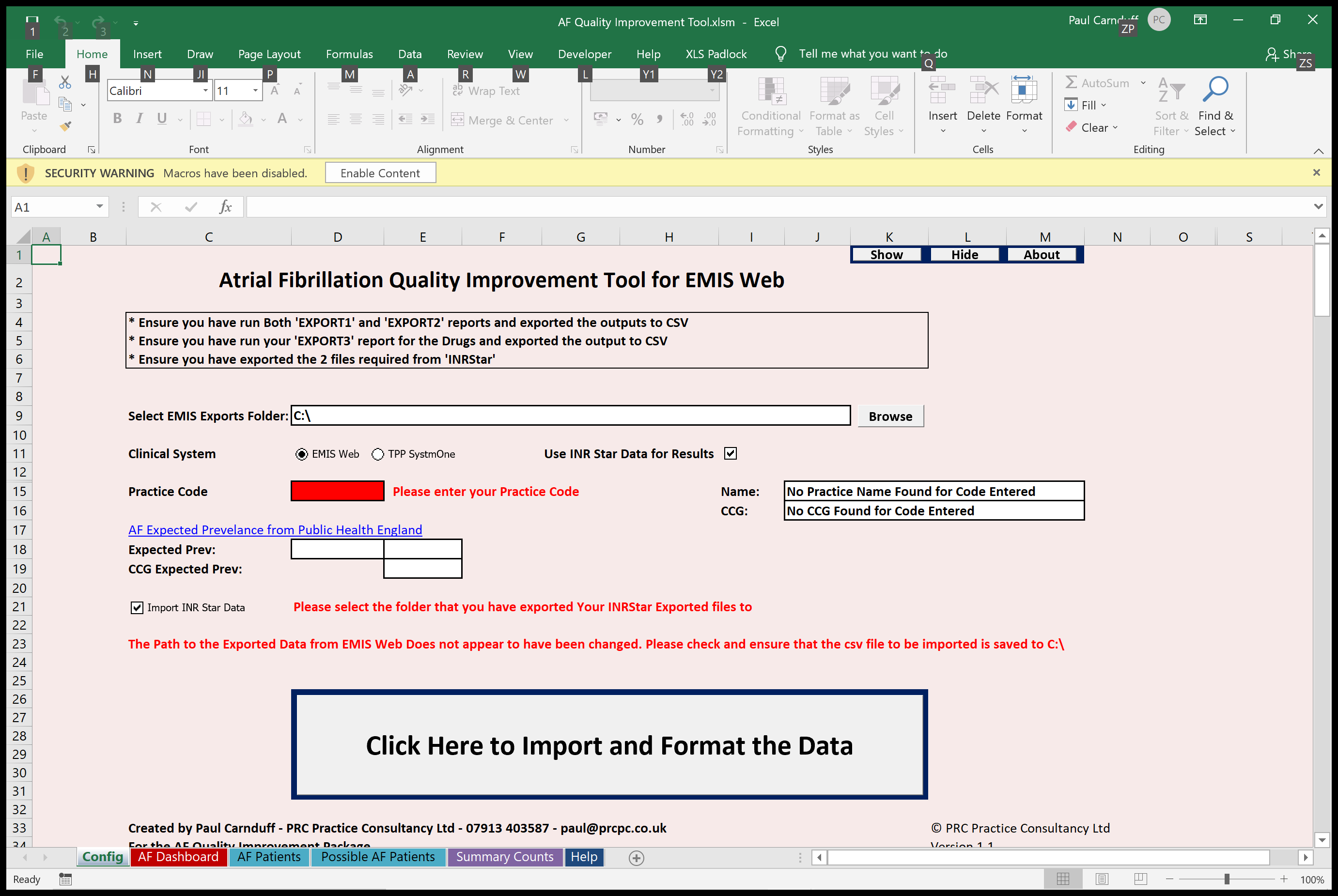


* Click **Home** to return to the Menu screen

All the files should now be available to the dashboard which can now be run to import the data

## Creating the AF Quality Improvement Dashboard

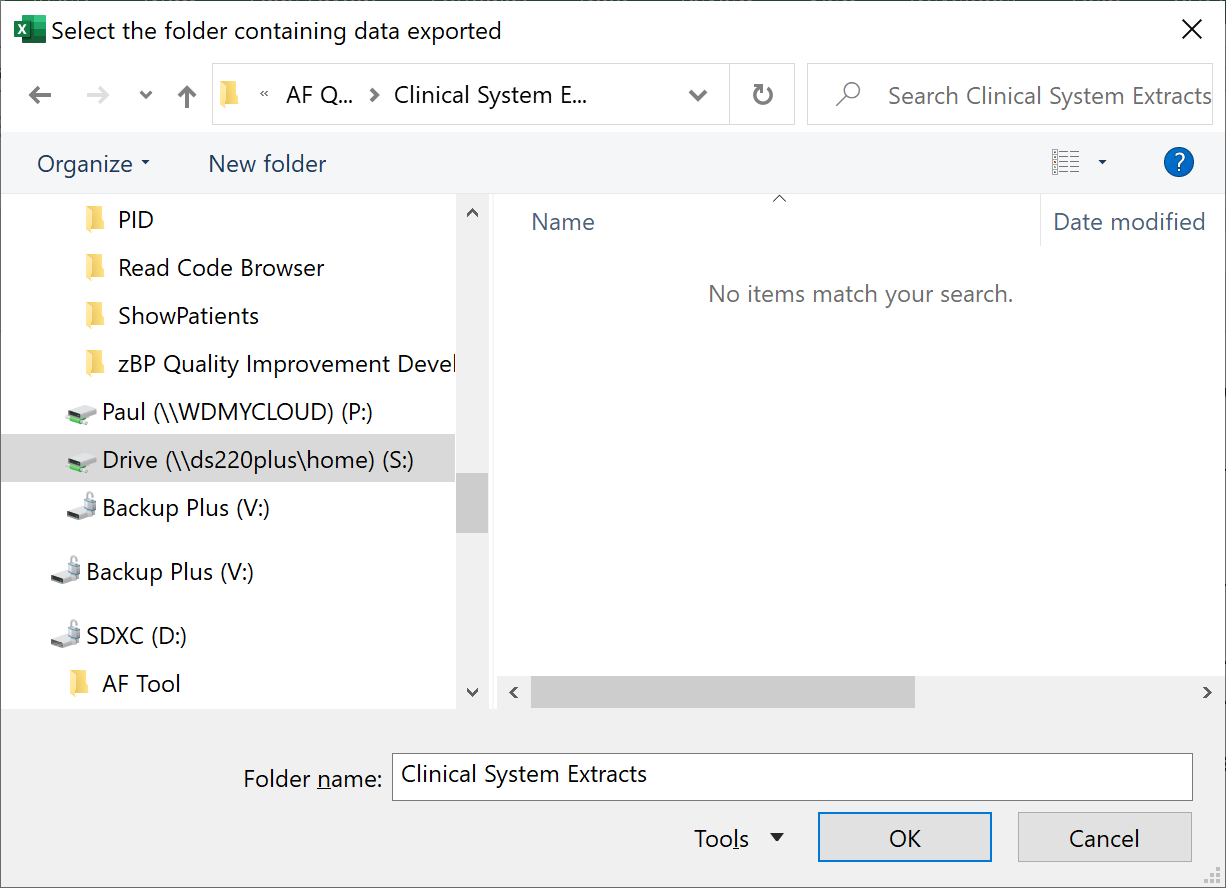
Within the Folder selected when the dashboard was installed (**<SHARED DRIVE> \AF Quality Improvement Dashboard)** is a file **AF Quality Improvement Dashboard.xlsm** which will be used to import the data and produce the practice analysis



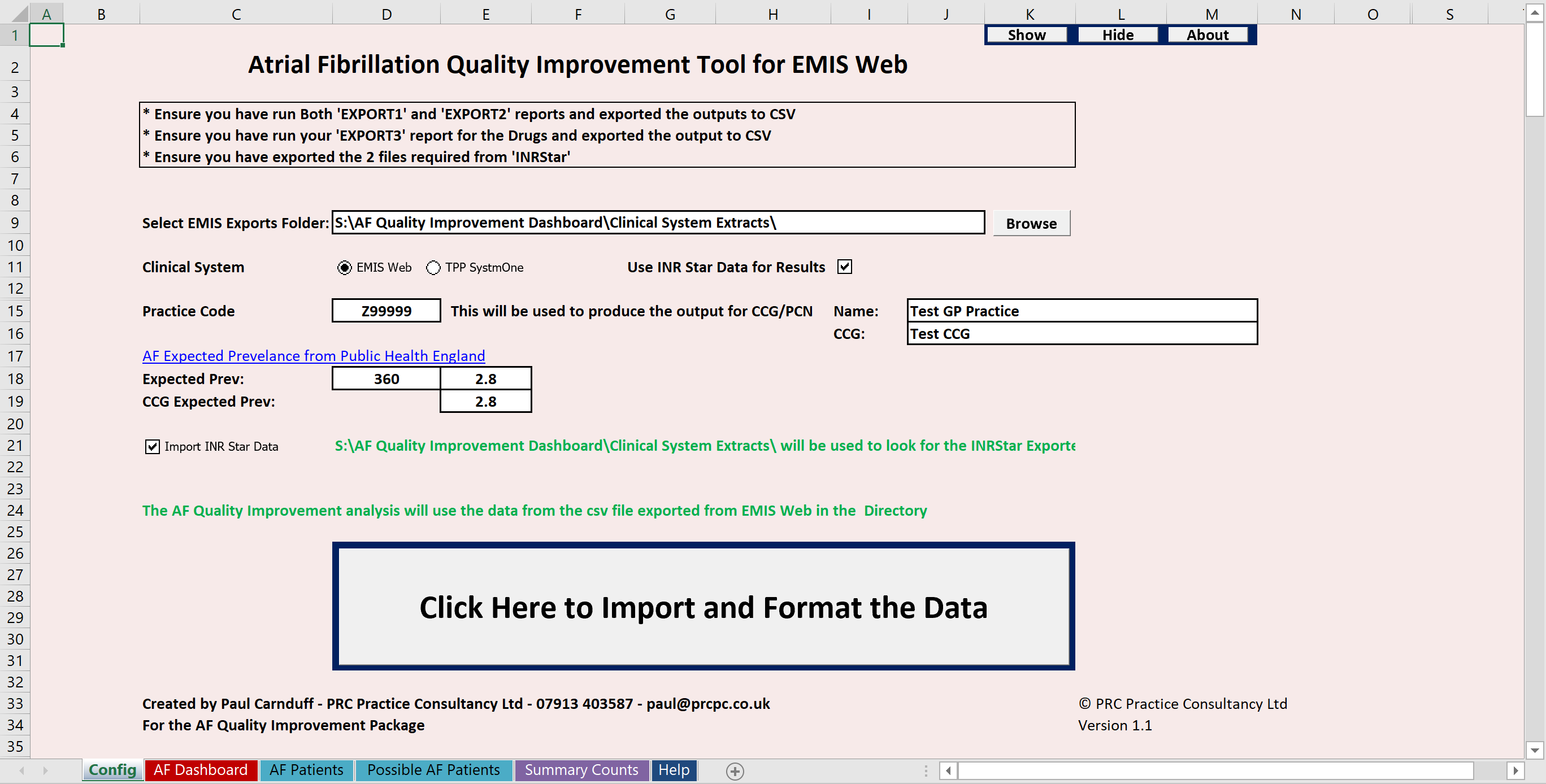
* Open the file **AF Quality Improvement Dashboard.xlsm**
* Click **[Enable Content]** on the yellow security warning bar

You should now configure the dashboard to specify where the clinical system and INRStar extracts have been saved to and your practice details

* Click to select ⦿ **EMIS Web** as the system to import data from
* Click **Browse** to select the Folder we saved the **EMIS Exports** and **INRStar Exports** to



* Navigate into the **<SHARED DRIVE> \AF Quality Improvement Dashboard\Clinical System Extract** Folder and click **OK**

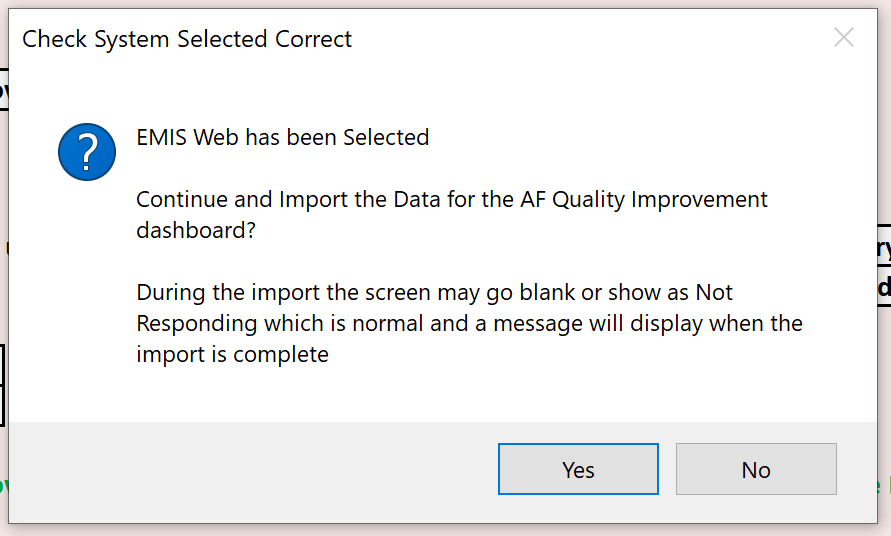


The full path should display in the Folder Outputs Saved to (e.g. S:\AF Quality Improvement Dashboard\System Extracts Folder\)

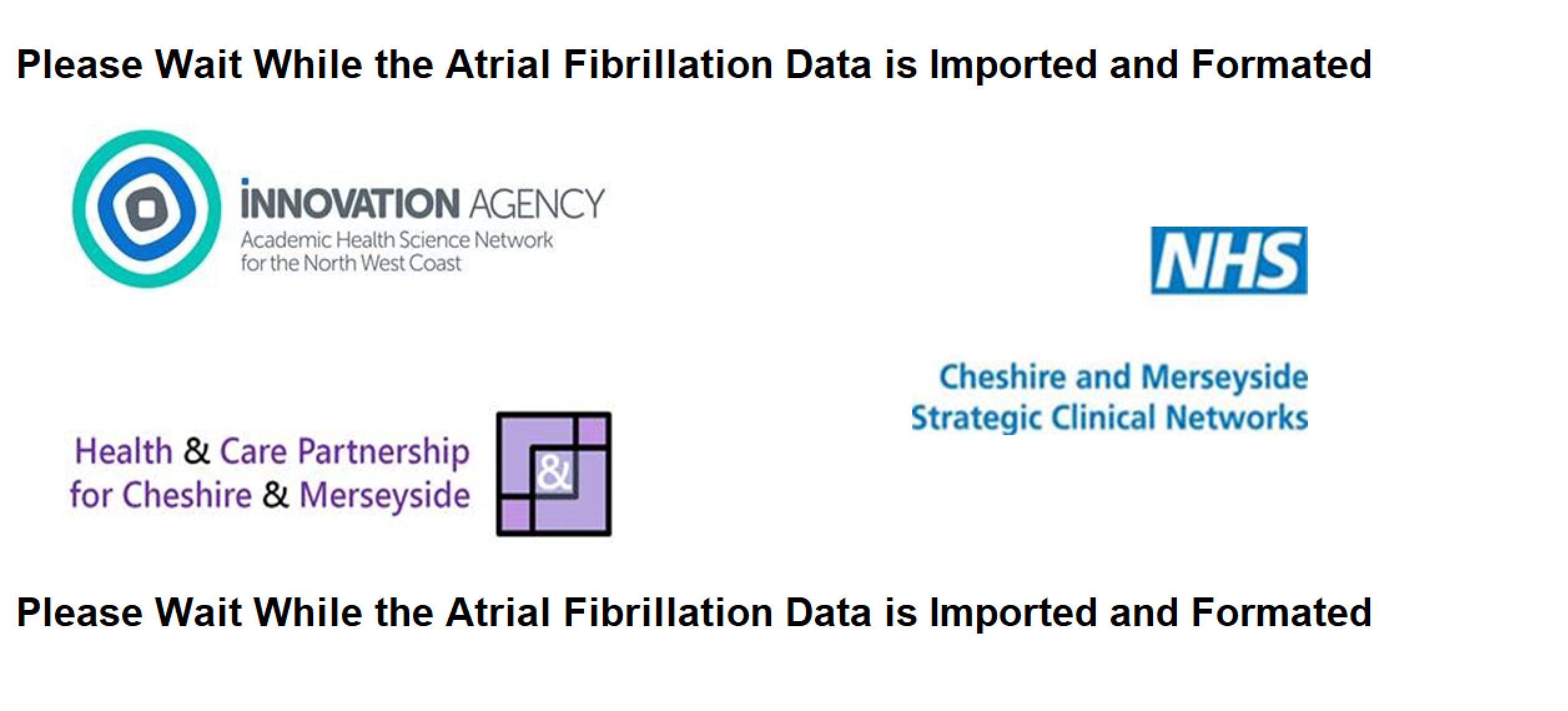
* **Click** the practice code cell to enter your **practice code**
* **The expected prevalence and Practice / CCG details should display**

**TIP:** At this point you could click save which will save this will be the default used every time you open this dashboard to run in the future

* **Click** the Button ‘**Click Here to import and Format the data**’

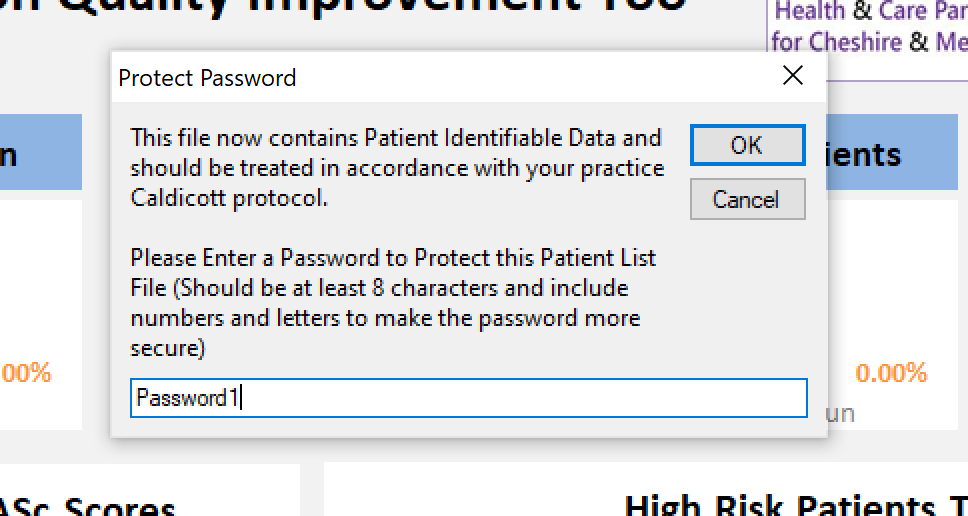


* You will be presented with message detailing which clinical system has been selected. Check to ensure that the System displayed is the one you have extracted data from and click **Yes** to continue  
    
  If at this point you need to change the system click No to return to the configuration page



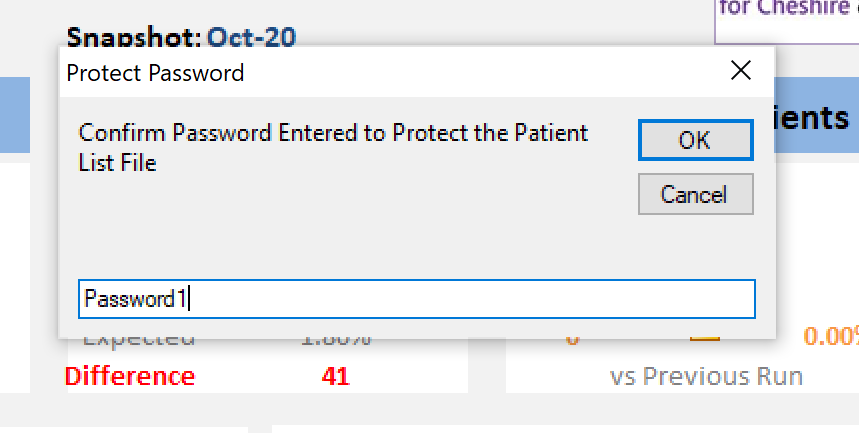
During the import the above screen will be displayed. Information on the progress will be displayed on the status bar at the bottom of the screen. This may take a minute or so to process the data

The information imported into the dashboard contains patient identifiable data and should be secured as per your practice data protection policy and inline with your Calidicot protocol

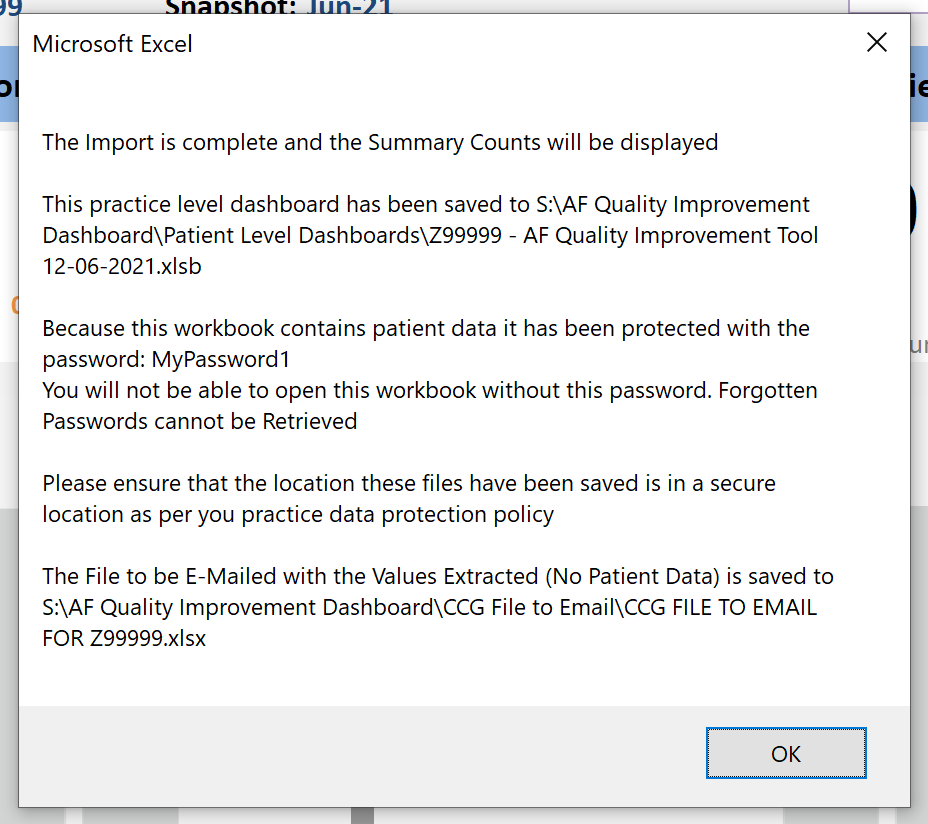


During the import process you will be prompted to enter a passwortd for the file created. Passwords should be a minimum of 8 characters and will be used to protect the file once saved. Please ensure that you remember any password used as these are not retrievable.

* **Enter a password** of at least 8 characters



* **Confirm the password** just entered and click **OK**



A message is displayed when the import is complete which details:

* Filename and location of the saved file
* Password used
* Filename and location of the file to email for the CCG figures
* Click **OK** to display the dashboard overview for your practice

# Support

Any problems with Installing, Running or using the dashboard you should contact:

Paul Carnduff

[Paul.carnduff@nhs.net](mailto:Paul.carnduff@nhs.net)

07913 403587