

Protecting and improving the nation's health

HCAI Data Capture System Training Manual

Benchmarking Dashboard

About Public Health England

Public Health England exists to protect and improve the nation's health and wellbeing, and reduce health inequalities. It does this through world-class science, knowledge and intelligence, advocacy, partnerships and the delivery of specialist public health services. PHE is an operationally autonomous executive agency of the Department of Health.

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Document History

Most documents should feature a summary section. Please delete this page if this is not required.

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Using the Benchmarking Dashboard

Introduction

There are up to three report dashboards available to users depending on their permissions and access to the system. The dashboards provide an overview of data on the system to direct user's workflow and highlight outstanding actions. The available dashboards are:

- Summary (summary of cases entered onto the system, data completeness, sign off and Post Infection Review (PIR));
- Benchmarking (allows users to compare their organisation against other organisations in terms of rates and counts of reported cases);
- Data Quality (completeness of data entry of cases on the system).

Benchmarking Dashboard

The benchmarking dashboard allows users to compare a specific organisation (for example an NHS acute Trust) against a selection of other user-specified Trusts. This report can display both counts and rates for the selected time period. The default is for this report to display rates because count data does not take into account the size of the organisations being compared. We therefore recommend running this report using a rate (NB: although useful for benchmarking, calculated rates should still be interpreted with caution as they are unadjusted for such factors as age, gender, case mix etc.)

When first landing on the Data Quality Dashboard the parameter selections are hidden. To view and modify the available parameters click on the small arrow above the report (pictured below). The parameters can be hidden by clicking this arrow again

Figure 1 Accessing the Benchmarking Dashboard Parameters Screen

Menu Toolbar	Home	Summary	Benchmarking	Data Quality
My Dashboard	4 4 1 of 1 ▷ ▷	4 Q .		
Search				
Harris A dan baharaktan				

The parameters can be adjusted using the various drop-down menus available (Figure 2). An overview of the different report parameters on the Benchmarking Dashboard can be found in Table 1

Figure 2: Data Quality Report Parameters

Menu Toolbar	Hom	ie T	Summary		Benchmarking Data Qual		Data Quality	
My Dashboard	Pagian			- 0	Summarisation	Pate D		
Search	Region	LONDON			Туре	Rale		View Report
User Administration	Organisation Type	NHS Trust			Chart Type	Bar Chart 💌		
Reports	Comparator	BARKING, HAVER			Year Type	Financial Year 💌		
	Organisation	CROYDON HEALT	TH SERVICES NHS TRUST	•	Data Collection	MRSA 💌		
Help & Support	Year	2014/2015 -			Denominator	KH03 occupied ove	rnight beds (per 100,000) 💌	
	Denominator Period	Most Applicable	•		Frequency	Monthly •		
his dashboard allows Users to compare rates or counts of infections occurring in	Sector	NHS -			Limit report to	-All-	×	
rganisation of the same type.	4							•
ty default rates are shown but the user can request counts of ases to be displayed	14 4 1	of 1 ▷ ▷l	¢ ₽ .					
lick here to view guide	19							î

Table 1: Data Quality Report Parameter Options

Parameter	Comment	Parameter Type	Note
Region	Changes the region(s) that the data are presented for in this report.	Multi-select drop- down	The default value is the users region.
Summarisation Type	Changes whether the data are presented in terms of a count or a rate.	Drop-down	The default value is 'Rate'.
Organisation Type	Changes the organisation type the report displays the data by.	Drop-down	The default value is the users organisation
Chart Type	Changes how the data is displayed in the chart.	Drop-down	The default value is 'Bar Chart'
Comparator	Changes which organisations are used for benchmarking against.	Multi-select drop- down NB: The drop-down menu can be made larger, so that you can read the full name of the organisations, by clicking on and dragging the bottom right-hand corner to a wider point.	The default organisation will be the organisation that you are signed into the system as. NB: The list of available organisations will be limited by the 'Region' selected previously.

Parameter	Comment	Parameter Type	Note
Region	Changes the region(s)	Multi-select drop-	The default value is
	that the data are	down	the users region.
	presented for in this		
	report.		
Summarisation Type	Changes whether the	Drop-down	The default value is
	data are presented in		'Rate'.
	terms of a count or a		
	rate.		
Organisation Type	Changes the	Drop-down	The default value is
	organisation type the		the users organisation
	report displays the		
	data by.		
		_lh.	
Year Type	Changes whether the	Drop-down	The default is
	data is displayed in		'Financial Year'.
	terms of Financial or		
	Calendar Year.		
Organisation	Changes the	Drop-down	The default
	organisation used for		organisation will be
	benchmarking		the organisation that
	against.		you are signed into
			the system as.
Data Callection	Changes which Date	Drop douro	The default value is
Data Collection	Collection the data is	Drop-down	
	collection the data is		WINGA.
	report		
Year	Changes the year for	Drop-down	The default value is
1 oui	which data is		the current year.
	displayed.		and barrone your.
			NB: Whether this is a
			financial year or a
			calendar year of data
			is displayed will
			depend on the 'Year
			Type' selection.
Denominator	Changes the	Drop-down	If Summarisation
	denominator used for		Type is 'Rate' and
	rate calculation within		'Organisation Type' is
	the report.		'NHS Trusts' then the
			default is 'KH03
			Occupied Overnight
			Beas (per 100,000).
			If 'Summarisation
			Type' is 'Rate' and
			'Organisation Type' is

Parameter	Comment	Parameter Type	Note
Region	Changes the region(s)	Multi-select drop-	The default value is
	presented for in this	down	the users region.
Summarisation Type	Changes whether the data are presented in terms of a count or a rate.	Drop-down	The default value is 'Rate'.
Organisation Type	Changes the organisation type the report displays the data by.	Drop-down	The default value is the users organisation
			'Independent Sector Healthcare Providers' then the default is 'IS Bed days + Discharges (per 100,000)'.
			If 'Summarisation Type' is 'Rate' and 'Organisation Type' is 'Independent Sector Healthcare Provider Sites' then no denominator will be listed as there is no appropriate denominator available at this organisational level.
			The default for all other organisation types is 'Mid-Year Population (per 100,000)'
			Further information on denominators and appropriate denominator selection can be found in the Denominators User Guide.
Denominator Period	Changes the denominator year applied for rate calculation.	Drop-down	The default value is 'Most Applicable'. When this option is selected the system

Parameter	Comment	Parameter Type	Note
Region	Changes the region(s)	Multi-select drop-	The default value is
	that the data are presented for in this report.	down	the users region.
Summarisation Type	Changes whether the data are presented in terms of a count or a	Drop-down	The default value is 'Rate'.
	rate.		
Organisation Type	Changes the organisation type the report displays the data by.	Drop-down	The default value is the users organisation
			 will automatically select the time period of the denominator to cover the 'Period From' and 'Period To' dates entered. This option is only available if 'Summarisation Type' is set to 'Rate'. NB: whether financial year or calendar year values are displayed will depend on the 'Year Type' selected. Further information on denominators and appropriate denominator selection can be found in the
Frequency	Changes the	Drop-down	Guide. The default value is
	frequency at which data are displayed.		'Monthly'
Sector	Changes the sector for which this report presents data.	Drop-down	The default value will be 'NHS' for NHS organisations and 'IS' for Independent Healthcare Providers.
Limit Report To	Allows the chart data to present: All cases, or cases by apportioning (Trust apportioned or Non-	Drop-down	The default is 'All'

Parameter	Comment	Parameter Type	Note
Region	Changes the region(s) that the data are presented for in this report.	Multi-select drop- down	The default value is the users region.
Summarisation Type	Changes whether the data are presented in terms of a count or a rate.	Drop-down	The default value is 'Rate'.
Organisation Type	Changes the organisation type the report displays the data by.	Drop-down	The default value is the users organisation
	Trust apportioned), or PIR assignment (Trust assigned, CCG assigned, Third Party Assigned).		

Once relevant selections have been made, click the 'View Report' button (circled in Figure 2) to display the associated chart with your parameter selections applied.

The report output provides a comparison of an organisation (usually the users organisation) against selected comparators of the same organisation type. Output is available as either a Bar Chart or a Dot Plot.

When the parameter 'Chart Type' is set to 'Bar Chart' the selected organisation will be represented by red bars. The comparator organisations are represented by grey bars (see Figure 3)

Figure 3: Data Quality Report Output (Bar Chart)



When the parameter 'Chart Type' is set to 'Dot Plot' the selected organisation will be represented by red triangles. The comparator organisations are represented by grey circles (see Figure 4)

Figure 4: Data Quality Report Output (Dot Chart)

Menu Toolbar	Home	•	Sum	nmary		Benchmar	king	Da	ta Quali	ty	
My Dashboard	Region	LONDON		~		Summarisation	Rate 💌				View P
Search	Organisation					туре					view it
User Administration	Туре	NHS Trust		•		Chart Type	Dot Plot 💌				
Reports	Comparator	CROYDON HE	EALTH SERVICE	S 🕶		Year Type	Financial Yea	ar 💌			
	Organisation	CROYDON HE	EALTH SERVICE	S NHS TRUST	•	Data Collection	C. difficile 💌				
Help & Support	Year	2014/2015 🔻				Denominator	KH03 occupie	ed overnight b	eds (per 1	• (00,000	
This dashboard allows Licors to	Denominator Period	Most Applicabl	le 🔻			Frequency	Monthly 💌				
compare rates or counts of	Sector	NHS 💌				Limit report to	-All-	•			
organisation of the same type.	•										
the user can request counts of	I ⊲ ⊲ 1	of 1 🕨 🕅	I 4 星	•							
Click here to view guide	0.00 00 sp 00 sp					•					
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	•										

Regardless of the 'Chart Type' parameter selected (Bar Chart or Dot Plot) the report output is also presented in table format underneath the generated data chart. Data are presented by organisation (name and code) as well as month (see the bottom of Figure 5).

Figure 5: Data Quality Report Output (Table)

Menu Toolbar	Home	Home Summary			king	Dat	ta Quality	
My Dashboard	Region LONDON	×		Summarisation	Rate 💌			View Peport
Search				Туре				view Report
User Administration	Type		•	Chart Type	Dot Plot	_		
Reports	Comparator CROYDON H	IEALTH SERVICES		Year Type	Financial Year	-		
	Organisation CROYDON H	EALTH SERVICES NH	IS TRUST	Collection	C. difficile 🔻			
ныр & Support	Year 2014/2015	•		Denominator	KH03 occupie	d overnight be	eds (per 100,000)	•
This dashboard allows Lisers to	Denominator Period Most Applica	ble 🔻		Frequency	Monthly -			
compare rates or counts of infections occurring in	Sector NHS -			Limit report to	-All-	•		
infections occurring in organisation of the same type. By default rates are shown but the user can request counts of cases to be displayed Click here to view guide See FAQs and Content for more info Key to Screen Symbols	 I ≪ 1 of 1 ▷ 20.00 0.00 RJ6 REV Apr-2014 	►	RJ6 RRV RJ6 L Jul-2014 – L Aug-	₩ RRV RJ6 RRV 2014-J L Sep-2014-J L	RJ6 RRV RJ6 −0ct-2014–J ⊏Nov-3	RRV RJ6 F 2014 — L Dec-20	аку в.)6 вку 14	2./6 RRV RJ6 Fee-2015-J ∟ Mar-2
Attention	Organisation Name	Code Apr-2014 N	lav-2014 .lun-2014	.Jul-2014 Aug-2014	Sep-2014 Oct-20	14 Nov-2014	Dec-2014 .lan-201	Feb-2015 Mar-2
Saved / completed	CROYDON HEALTH SERVICES NH TRUST	S RJ6 22.20	14.32 22.20	28.65 14.32	29.60			
Close sceen / popout	UNIVERSITY COLLEGE LONDON HOSPITALS NHS FOUNDATION TRUST	RRV 49.42	69.56 85.36	86.95 78.25	125.79 52.1	62.89	69.56 91.30	101.08 52
-	•		m					

After running the Benchmarking Report with your selected parameters you can export the output by clicking the small disk icon above the graph (shown in Figure 6). This provides a drop-down menu with a choice of file formats (csv, Excel, pdf or Word). Click the format of your choice and follow the dialogue boxes to save the report.

Figure 6: Data Quality Dashboard 'Export Button'

