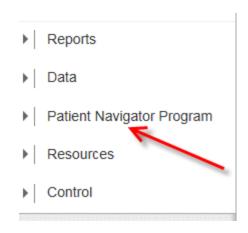
Patient Navigator Program Focus MI

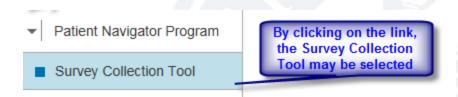
Survey Collection Tool Guide



Accessing the Tool

• By logging into the ACTION registry, the left navigation bar will reflect the *Patient Navigator Program Focus MI* option.

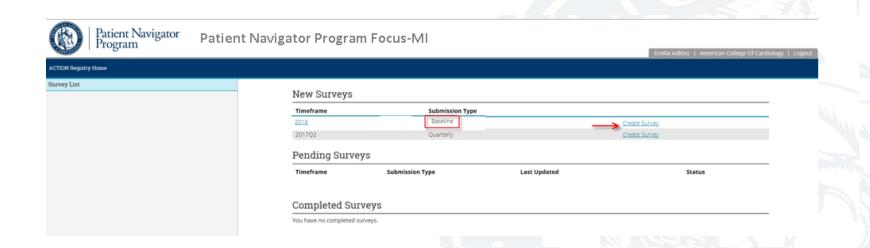






Upon opening the survey tool, you will see three main pieces:

- New Surveys
- Pending Surveys
- Completed Surveys





New Surveys are those surveys ready to be populated. Pending surveys are those in progress, and completed surveys are those fully populated and submitted.

(3)	Patient Navigator Program	Patien	atient Navigator Program Focus-MI						
ACTION Registry Home									
Survey List			New Surveys Timeframe 2016 201702 Pending Surveys	Submission Type Baseline Quarterly		Create Survey Create Survey			
			Completed Surv	-	Last Updated	Status	-		

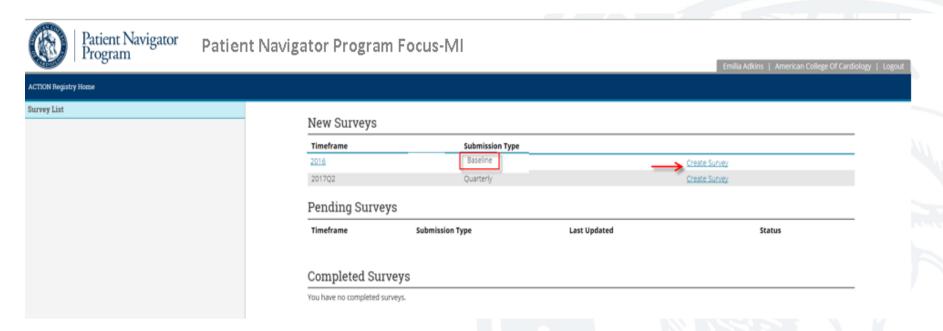


Upon entering the program, the very first survey to populate is called your baseline survey. This survey will capture data pertaining to the period prior to joining the program. This data will also allow participants to compare their current performance to their baseline at any point in the program.

Patient Navigator Program	Patient Navig	gator Program F	Focus-MI		Emilia Adkins American College Of Cardiol	
Survey List		New Surveys Timeframe 2016 2017Q2 Pending Surveys	Submission Type Baseline Quarterly	_	Create Survey Create Survey	ì
		Timeframe Completed Survey You have no completed survey		Last Updated	Status	



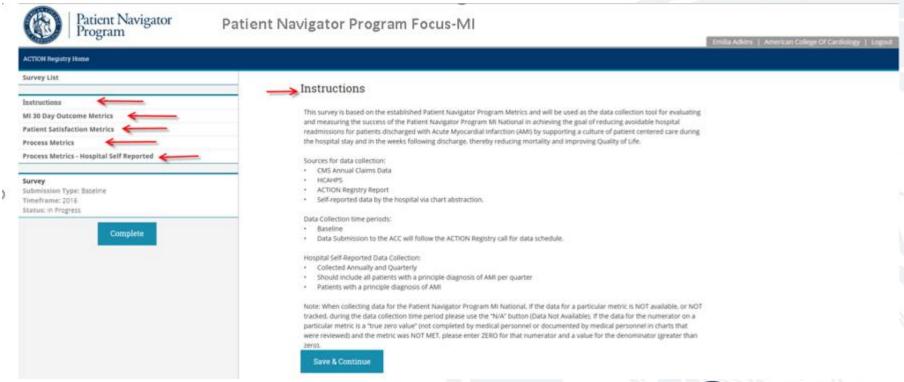
To populate the baseline survey, click on "Create Survey" for the line with a submission type of "Baseline."





Once you have chose the "Baseline" survey, the layout will change as follows:

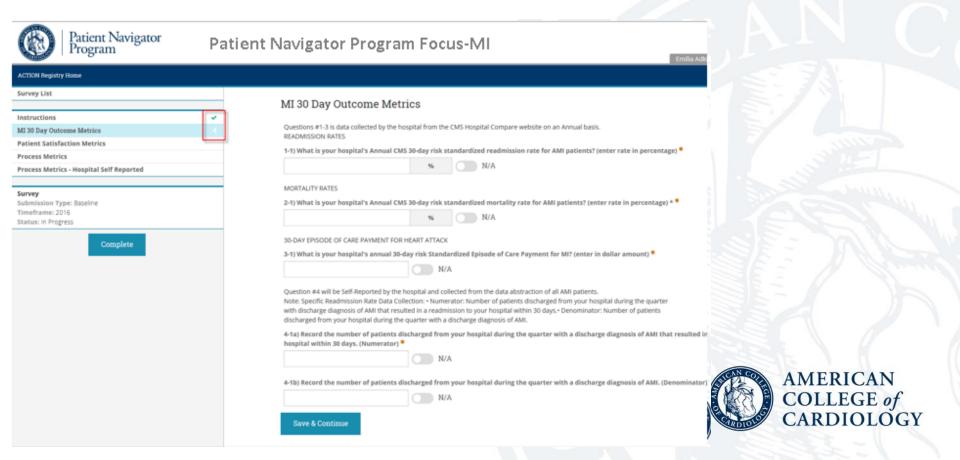
- The left navigation will now display all the categories/sections of the survey and you can use this to move to a particular section.
- Instructions for filling out the survey display with buttons to Save and Continue.





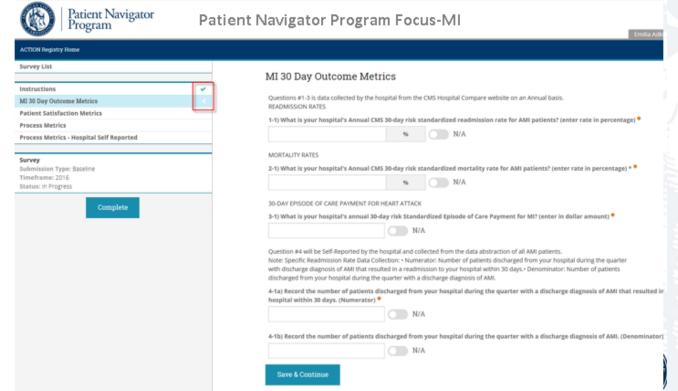
By clicking on Save and Continue, you will be directed to the next section of the survey questions: MI 30 Day Outcome Metrics

-Notice a checkmark after "Instructions." As you complete a section, the survey will check it off for you to help you navigate back where you need to with ease.



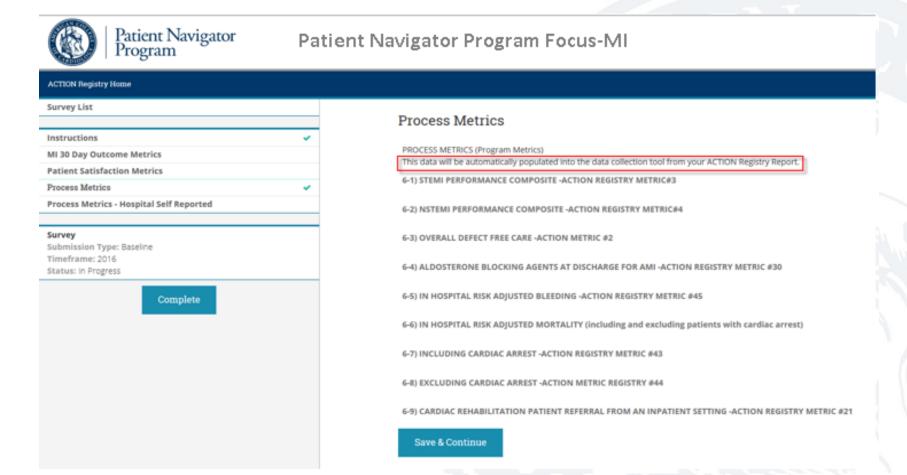
As you populate the survey, simply key in your data.

- If you do not have applicable data, click on "N/A"
- If you need to come back to a question later, this is permitted, simply Save and Continue.
- NOTE: sections without a response or N/A are not considered complete.



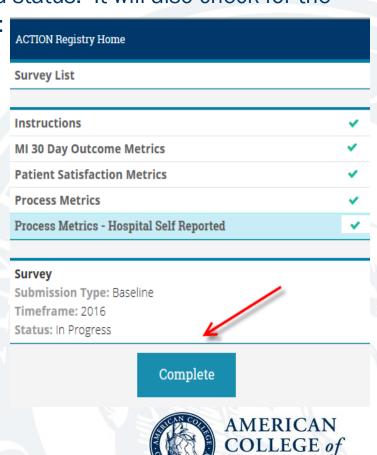


Great News! Process metrics do not need to be manually entered. The Process Metrics page functions to inform you of the metrics that will automatically pull from the ACTION Registry Report. When you get to this page, simply Save and Continue.



Once all the metric data is populated, you may now complete your survey. What this does is submit your data, and move it to completed status. It will also check for the following before allowing the data to move forward:

- Zero denominators
- Missing data
- Numerator greater than denominator
- Invalid character/data





Quarterly Survey

Once a baseline is complete, quarterly surveys shall be populated. These surveys contain a subset of the full survey found in the baseline, but will pertain to the given quarter. For example, a baseline was completed for Q4 2016- Q3 2017 data, now a 2017Q4 quarterly survey would be next.

At any time to navigate to the Survey list, simply click on "Survey List" in the left

navigation:

ACTION Registry Home						
Survey List						



Quarterly Survey

Populating the quarterly survey works exactly the same way as the baseline. In this example, we have two quarterly surveys waiting to be populated. Simply click on "Create Survey" and the tool opens with the questions:

New Surveys

Timeframe	Submission Type	
2017Q1	Quarterly	<u>Create Survey</u>
2017Q2	Quarterly	<u>Create Survey</u>



Quarterly Survey

As the full subset of questions contains annually reported data, you will see that for quarters 1, 2 and 3, these questions are not answered:

MI 30 Day Outcome Metrics

Questions #1-3 is data collected by the hospital from the CMS Hospital Compare website on ar Annual basis. READMISSION RATES					
1-1) What is your hospital's Annual CMS 30-day risk standardized readmission rate for AMI patients? (enter rate in percentage)					
MORTALITY RATES					
2-1) What is your hospital's Annual CMS 30-day risk standardized mortality rate for AMI patients? (enter rate in percentage) *					
30-DAY EPISODE OF CARE PAYMENT FOR HEART ATTACK					
3-1) What is your hospital's annual 30-day risk Standardized Episode of Care Payment for MI? (enter in dollar amount)					
Question #4 will be Self-Reported by the hospital and collected from the data abstraction of all AMI patients. Note: Specific Readmission Rate Data Collection: • Numerator: Number of patients discharged from your hospital during the quarter with discharge diagnosis of AMI that resulted in a readmission to your hospital within 30 days. • Denominator: Number of patients discharged from your hospital during the quarter with a discharge diagnosis of AMI.					
4-1a) Record the number of patients discharged from your hospital during the quarter with a discharge diagnosis of AMI that resulted in a readmission to your hospital within 30 days. (Numerator) *					
N/A					
4-1b) Record the number of patients discharged from your hospital during the quarter with a discharge diagnosis of AMI. (Denominator) *					
N/A					
Save & Continue					



Annual Q4 Survey

The fourth quarter of every year is when the annual questions are also answered. This is the annual survey and will contain the annually collected data, as well as the quarterly data for the fourth quarter. It will look exactly like the baseline survey.





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