PATIENT AUDIT- FLEXIBLE QUERIES MANUAL

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To access the SCI Diabetes website, access via the Clinical Portal
or go to

Navigation

Click on Main Menu ->Patient Audit ->Flexible Queries

Create a Query

The Flexible Queries screen provides users with the ability to manage the queries they have defined and to view the results of a particular query.

Click on "Add a new query" link

Flexible Queries

Query:

Click on an entry below to view the most recent audit query results.
Click on one of the actions to submit, edit, copy or delete a query.
Add a new query
No records found

Query Results:

Enter Query name. Select; Population/Domain, Notification and Query Template then Click on Save

Flexible Query Builder

Query:

Query Name	My Query
Population/Domain	Ninewells Diabetes Clinic
Notification	○ Send me email when query completes ● Do not send me an email when query completes
Email address	charles.flach@nhs.net
Created	
Last updated	
Query Template	Patient Audit
Query Size	Min ▲ Max

Query Template: The selected query template will populate your query with standard pre-defined data items. You will be able to add and remove data items as required.

Build a Query

This screen allows users to "build" custom queries to support analysis of patient data related to their clinical activities. To build the query:

1. **Add a new entry:** Clicking on this link enables user to define selection criteria for building a 'custom' query
2. **Rule Builder**: Define selection criteria by choosing Category, Data Item and Rule. (*multiple Data items can be added to build a query*)
3. **Rules**: The Rules table will give a detailed overview of the data items added to the query which can be Edited or Deleted

Add Another Data Item

Rule builder: Add a new entry

Category:	Diagnosis
Data Item:	Diabetes Type
Type:	List
Rule Only:	☐
Rule:	⦿ Select options ☐ Select all

a) → b)

☑ Type 1 Diabetes Mellitus
☑ Type 2 Diabetes Mellitus
☐ Current Gestational Diabetes
☐ Maturity Onset Diabetes of Youth
☐ Latent Autoimmune Diabetes of Adulthood
☐ Maternally Inherited Diabetes and Deafness
☐ Neonatal Diabetes
☐ Secondary - Pancreatic Pathology
☐ Secondary - Drug Induced
☐ Secondary - Disease
☐ Impaired Glucose Tolerance
☐ Impaired Fasting Glucose
☐ History of Gestational Diabetes
☐ Stress Induced Hyperglycaemia (transitory)
☐ Diabetes Resolved
☐ Not Diabetic
☐ Diabetes in Remission
☐ Unconfirmed
☐ Other Type of Diabetes
☐ Not Known

2.

Save   Cancel

Flexible Query Builder

Query:

Query Name	My Query
Population/Domain	Ninewells Diabetes Clinic
Notification	◯ Send me email when query completes
	⦿ Do not send me an email when query completes
Email address	charles.flach@nhs.net
Created	05-May-2015 08:57
Last updated	05-May-2015 08:57
Query Size	Min ▲

Rules:

1.

Click on **Add a new entry** to add a data item to the list. 💬
Click on **Group by and Sort** to tell the system how you want the data summarised.

Category	Data Item	Type	Rule	Group by and Sort		
Demographics	Patient ID/CHI	Select All	Select all		Edit	Delete
Demographics	Patient Name	Select All	Select all		Edit	Delete
Glycaemic Control	HbA1c	Number	Select all		Edit	Delete
Diagnosis	Diabetes Type	List	= Type 1 Diabetes Mellitus OR = Type 2 Diabetes Mellitus		Edit	Delete

Records 1 to 4 of 4   ◀◀ ◀ ▶ ▶▶   Records per page 20

3.

Rule Builder:

a) **Rule Only:** If you want to use a data item to set a selection rule but do not need to see the actual values on the results then check the "Rule Only" box.

b) **Select all:** If you want to see a data item on a report but do not want to apply any rules then choose the "Select all" option.

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Group by and sort

To produce simple statistical reports use the "Group by and sort" options:

How to set up group by and sort:

1. Click on the "Group by and Sort" link.
2. Select which data items are to be grouped and how they will be grouped.
   a. You can choose to group by up to 5 levels deep.
   b. Use the "clear all" link to reset all selections and start again.
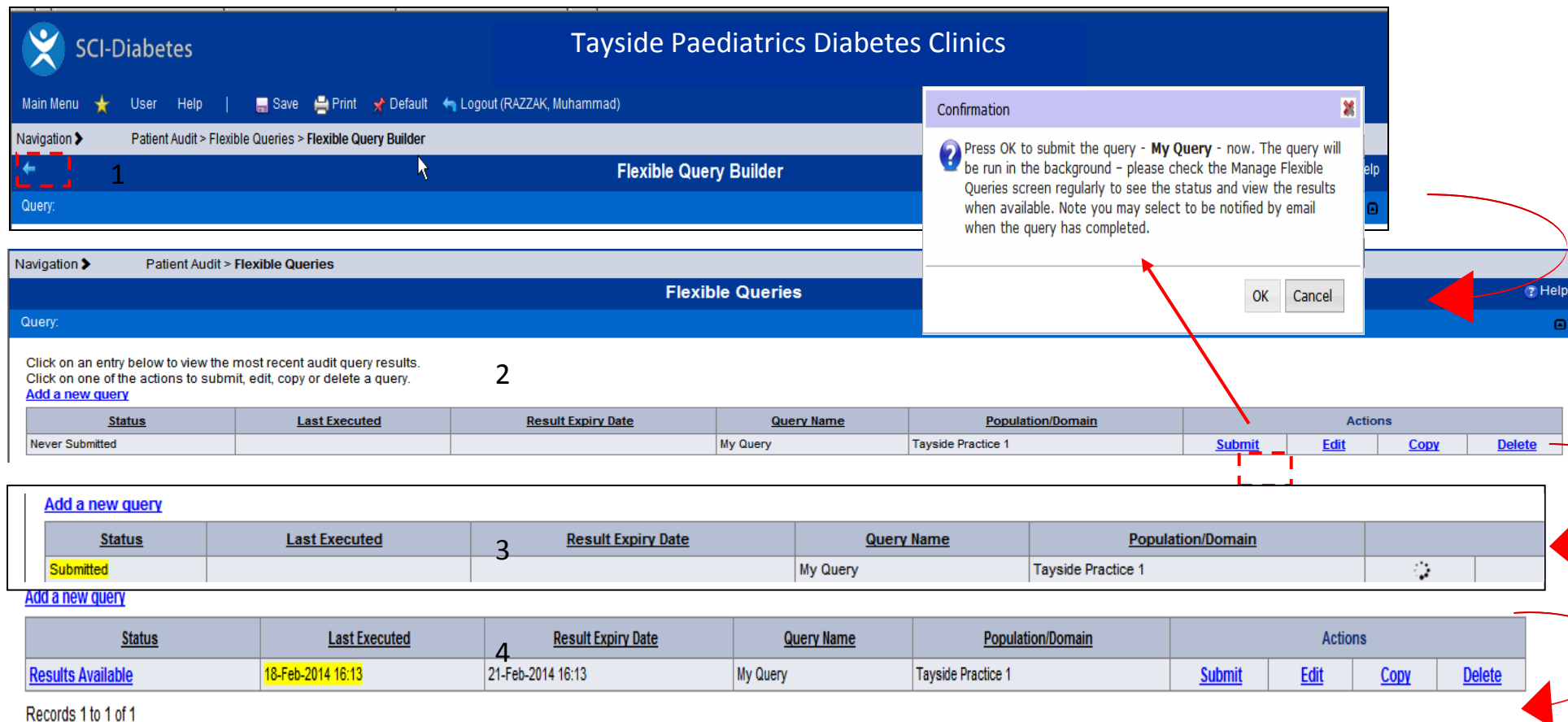3. Select the sort order you want the items to appear in.
4. The rules table is updated.

Types of Query

SCI-Diabetes supports four types of query:

Query Type	How Selected	What you can do
Patient Query	Build your query using only patient data categories and data items.	Combine and group by any combination of patient data items. The query report will be based on the current "summary" values (see below) for the data items selected.
Contact Query	Build your query and include at least one data item from the category "Contact Record".	You should always include "Contact Date" in your contact query and set the range to cover the period you are interested in. The query report will include details from all the conrtacts that took place during that period. Even if one patient was contacted many times all the contact records will be included. You can include any patient query data items, again the summary values will be displayed.
Inpatient Query	Build your query and include at least one data item from the category "Inpatient Record".	You should always include "Admission Date" or "Date of Discharge from Hospital" in your Inpatient query and set the range to cover the period you are interested in. The query report will include details from all the Inpatient events that took place during that period. Even if one patient was in hospital many times all the inpatient records will be included. You can include any patient record data items, again the summary values will be displayed.
Patient Education	Build your query and include at least one data item from the category " Patient Education".	You should always include "Patient Education Event Date" or "Patient Education Record Form Action Date" in your patient education query and set the range to cover the period you are interested in. The query report will include details from all the patient education records that entered during that period. Even if one patient was involved with multiple patinet education activities all the records will be included. You can include any patient record data items, again the summary values will be displayed.

Note:	
Combining Queries	You can not create a query that combines data items from "Contact Record", "Inpatient Record", or "Patient Education". The result of doing this would be unpredictable. You can combine patient record data items with a Contact Query or an Inpatient Query.
Summary values	SCI-Diabetes contains multiple records for data items e.g. for HbA1c there will be many historical records. The system will select one of these records (usually the latest from the most trusted source) to show on the patient record screens, this is the "summary" value.

Run a Query

1. **RUN QUERY->** To run the query Click on Return Icon [←] under the Navigation > Menu
2. **SUBMIT QUERY->** Click on Submit under the Actions table
3. **PROCESSING QUERY->** After Submit under the Status table will change from Never Submitted to <mark>Submitted</mark> whilst showing processing icon under Actions table
4. **VIEW RESULTS->** After Processing is complete the Status table will change from <mark>Submitted</mark> to Results Available

*While the Query is under processing users can continue with other applications or build another query simultaneously. If the email notification option is selected by the User they can be notified by email of once the query is processed and results are available to view.

View Query Results

1. Click on the Results Available Link will generate the Results of the Query: My Query

	Flexible Queries								? Help

Query:

Click on an entry below to view the most recent audit query results.
Click on one of the actions to submit, edit, copy or delete a query.
Add a new query

Status	Last Executed	Result Expiry Date	Query Name	Population/Domain	Actions			
Results Available	18-Feb-2014 16:13	21-Feb-2014	My Query	Tayside Practice 1	Submit	Edit	Copy	Delete

Records 1 to 1 of 1

Results:

Query:	**My Query**		Results from:	**18-Feb-2014 16:13**

Patient ID/CHI	Patient Name	Angina	Diabetes Type
1705643627	Thomas, Mike	Yes	Type 1 Diabetes Mellitus

Records 1 to 1 of 1   ◀◀ ◀ ▶ ▶▶   Records per page 20 ▾

Edit a Query

1. Click on Edit under the Actions table to edit the Query.

2. This will then take the user back to Edit page where the user can Add a new Entry, Group by and sort, Delete or Edit current Data Items in the Query.

Copy a Query

Users can reuse queries built by them to further add new rules and selections so that they don't have to start building the whole query again. Copy Query function enables this functionality.

1. User can click on the Copy link which will recreate My Query allowing user to rename the new query with rules already copied from in My Query build by the user earlier. User can now edit, delete or add new Data items to modify the copied query as per their requirements.

Query Sharing

Users can define, save and share with other users in any domain, flexible queries parameters which can then be accepted and used to define flexible queries to interrogate the SCI-Diabetes Audit database to identify specific cohorts of patients and display clinical indicators based on the shared flexible queries defined parameters.

Click on "Share"

Share with Individual:

Radio button for sending query to Individual Recipient is preselected

Start to type recipients email address and an auto complete email list of potential recipients is displayed.

Populate email address field with the recipient's email address and select the "Share" button to share the query with the recipient

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Share with a Group (New):

1. Select radio button to send query to group**.**

1. Select the "**Add New Group**" link to create a new Group**.**

2. Screen pops up with field for user to type the "Group" name and save.

1. A new "Group" is created ("Bazooka" in the sample below) and added to the list of existing groups.

2. In addition "Add to List" screen is automatically displayed with the new group name Bazooka AND Email address field for the user to commence adding recipients to the new "Group"

1. User populates the email field with recipients email addresses and selects the "**+**" button to add them the new "Group" list

2. User can also use the "Delete" link to remove users from the "Group" list if they were added mistakenly or no longer required in the list.

3. User then selects the "Share" button to share the query with the Group recipients or the "Cancel" button if they are not ready to share or no longer interested in sharing query with the "Group"

Share with a Group (Existing):

1. Select radio button to send query to group.

1. "Add to List" screen is automatically displayed, and the user is able to undertake the following actions

   a) Share query with the existing Group immediately by selecting the "Share" button

   b) Add recipients to the existing "Group" list address field for the user to commence adding recipients to the new "Group"

   c) Remove recipients from the list by selecting The "Delete "

Delete Groups:

1. Select radio button to send query to a group**.**

2. User selects the Delete link for the group to be removed under the "Action" column (Test Group in the sample below)

Group named "Test Group" is removed from the list.

Accepting shared query (Recipient)

1. Recipients receives email notification from "SCI- Diabetes Mailbot" informing them that a new flexible query has been shared with them

2. Recipients screen displays query that has just been shared titled "Newly Shared Query" highlighted in yellow

3. User can chose to accept/not accept shared query by selecting the following

   a) Edit to accept query on their flexible Queries screen

   b) Delete link on their flexible Queries screen

1. User selects Edit and the system displays the Flexible Query Builder screen

2. Relevant fields "Query Name" and recipients "Population/Domain" are auto populated and recipient selects **Save** button at the top of the screen.

Shared query is now displayed as Never "Submitted" on the Flexible Queries screen and the user is now able to undertake any of the following actions:

Submit Edit Copy Delete   or Share

Flexible Queries ⓘ Help

Query:

Click on an entry below to view the most recent audit query results.
Click on one of the actions to submit, edit, copy or delete a query.

Add a new query   Shared Queries

Status	Last Executed	Result Expiry Date	Query Name	Population/Domain	Actions				
Results Expired (7)	16-Oct-2015 14:51	19-Oct-2015	29 Jul	Tayside Inpatients	Submit	Edit	Copy	Delete	Share
Never Submitted			29 Jul	Tayside Practice 3	Submit	Edit	Copy	Delete	Share
Results Expired (20)	29-Jul-2015 14:43	01-Aug-2015	29 Jul	Ninewells Diabetes Clinic	Submit	Edit	Copy	Delete	Share
Never Submitted			29 Jul	Tayside Practice 3	Submit	Edit	Copy	Delete	Share
Results Expired (173)	19-Oct-2015 12:56	22-Oct-2015	Age + Duration of Diabetes	Tayside Practice 3	Submit	Edit	Copy	Delete	Share

View Shared Queries:

1. User selects the **Shared Queries** link to view the history of queries that have been shared.

The system displays the Shared Queries History pop up screen, with the history of Query Names, Shared Date and Recipient.