

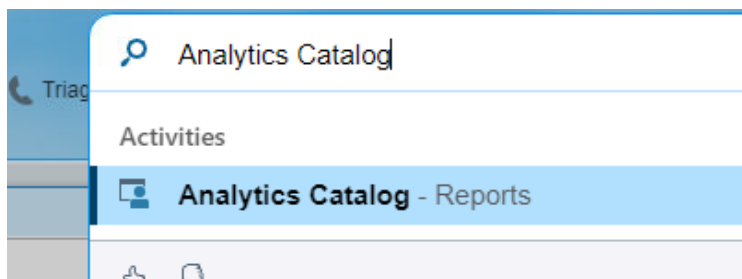
Epic Reporting Job Aid

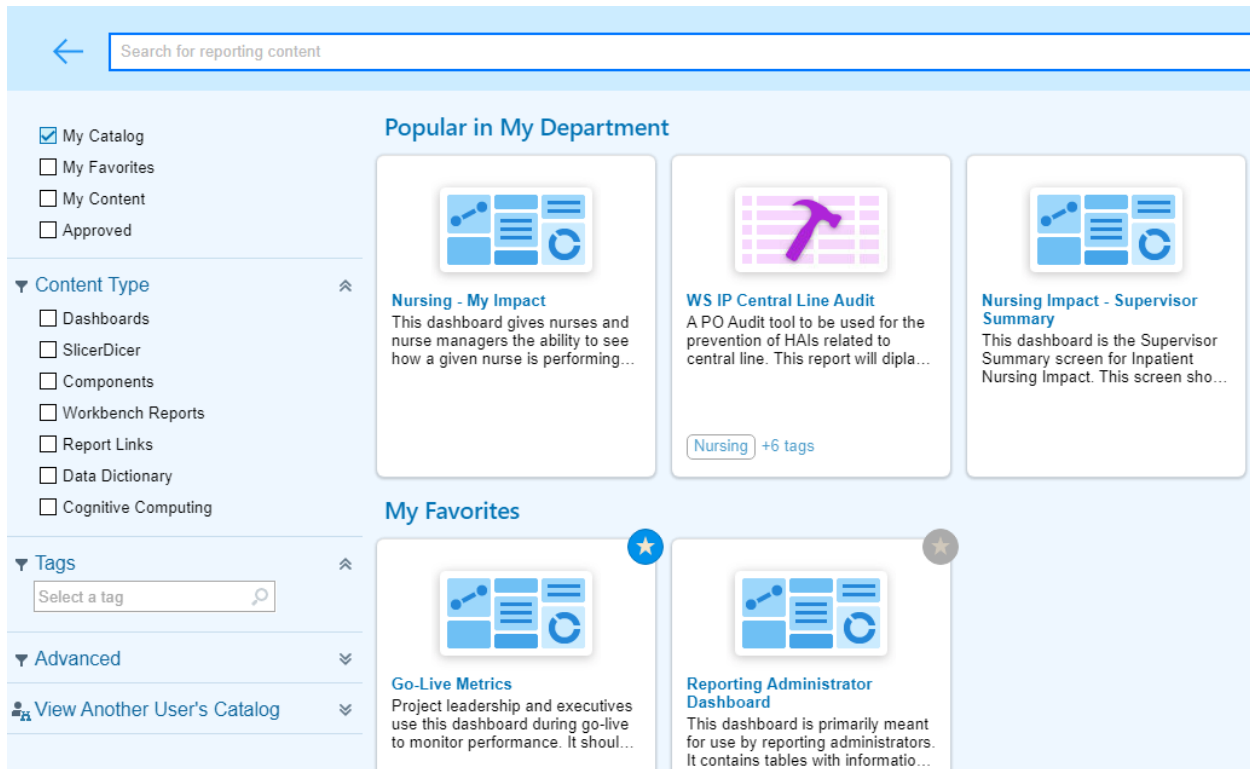
Critical WMCG Operational Reports Crosswalk (to Epic)

Reporting Area	Name, ID of Report and Link in Epic
Denominator Report	WS IP Central Line Days EPIC ID: 831572 BI Portal dashboard UBR
ED Code Blue	WS ED Pre-hospital Cardiac Arrests- Past 7 Days EPIC ID: 5074424
ED Sedation	Adult ED Moderate Sedation Report – 30 Day lookback period EPIC ID: 134120 ED Moderate Sedation EPIC ID: 26203
6 AM Census Report	Capacity Management Dashboard EPIC ID: 31010871001 WS ADT Census Snapshot EPIC ID: 2662188
Daily Observation and Extended Outpatient Census	Capacity Management Dashboard EPIC ID: 31010871001 ADT Census Report EPIC ID: 100076 Report Template
Daily Discharge	Discharge Monitor EPIC ID: 71018 ADT previous discharge report EPIC ID: 13849651
Length of Stay Review	ADT CCC Exceeding GMLOS EPIC ID: 640190 BI Portal dashboard Length of Stay Goal Management
Swing Bed Candidates	This is located in Patient List functionality within Epic under Discharge Patient List and Watchlist

Operational Reporting

Use the Analytics Catalog to find operational reports. Launch the Analytics Catalog by searching for it in Chart Search.





To find reporting content tailored for you:

“Popular in My Department” shows content that is often used by users in your department and in your role.

Use the “Tags” filter on the left pane to filter to your application or specialty’s additional content. For example, a nurse manager can select the “Nurse Manager” tag to see content designed for them.

To search for additional reporting content:

Search for content based on record names, record IDs, or keywords in the search bar at the top

“My Favorites” show your favorited content. Click the star icon in the top right corner of a piece of content to favorite it.

Use the “Content Type” filter on the left pane to filter content to a specific tool in Hyperspace

Go-Live KPI Dashboard

Epic's Go-Live Metrics (KPI) Dashboard is a foundational Epic dashboard designed to monitor and evaluate the progress and outcomes of an Epic implementation, particularly during the critical Go-Live phase. This dashboard provides a centralized view of key performance indicators (KPIs) that help stakeholders assess the success of the implementation, identify areas for improvement, and make informed decisions.

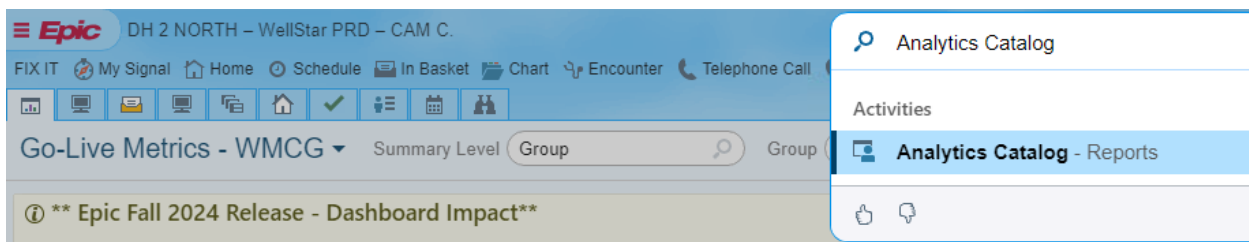
Benefits of Using the Go-Live Metrics Dashboard:

- **Real-time Insights:** Provides up-to-date information on the implementation's progress, allowing for timely adjustments.
- **Data-Driven Decision Making:** Enables stakeholders to make informed decisions based on objective data rather than relying on anecdotal evidence.
- **Improved Efficiency:** Helps identify areas where improvements can be made to optimize the implementation process.
- **Enhanced Accountability:** Provides a transparent view of the implementation's progress, increasing accountability among all stakeholders.
- **Successful Go-Live:** Contributes to a smoother and more successful Go-Live by addressing issues proactively.

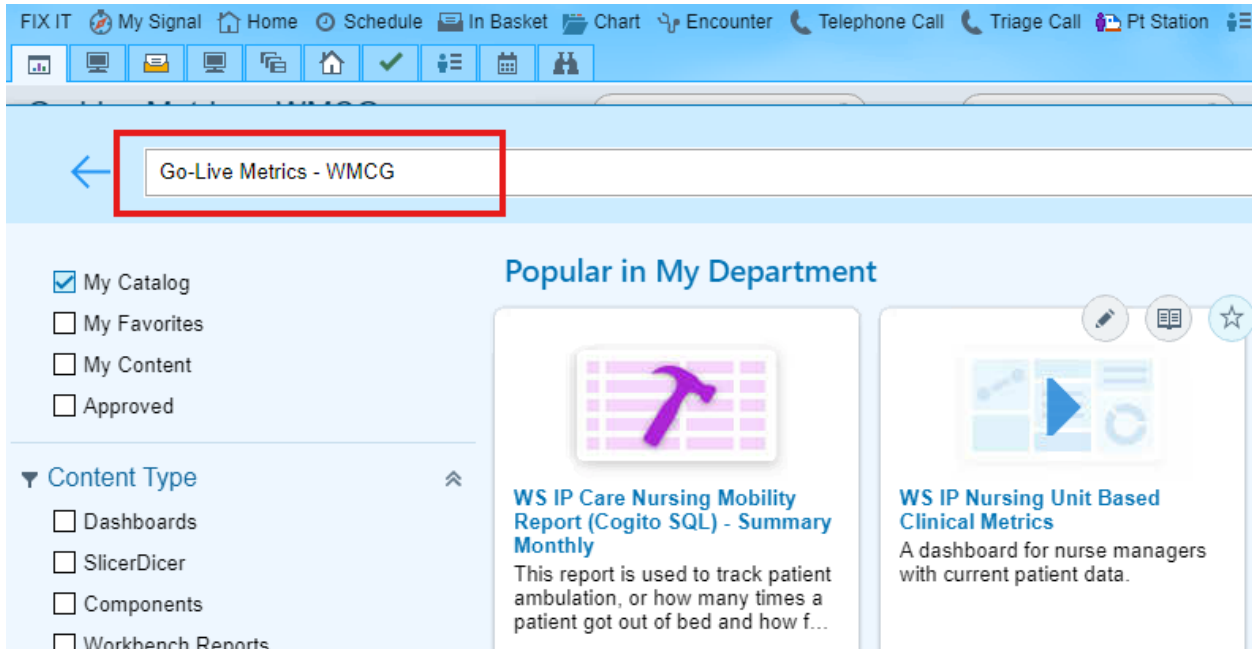
By effectively utilizing Epic's Go-Live Metrics Dashboard, we can help pave the way to a successful implementation and maximize Wellstar's benefits of its investment in the Epic EHR system.

How to Navigate to the dashboard for the first time

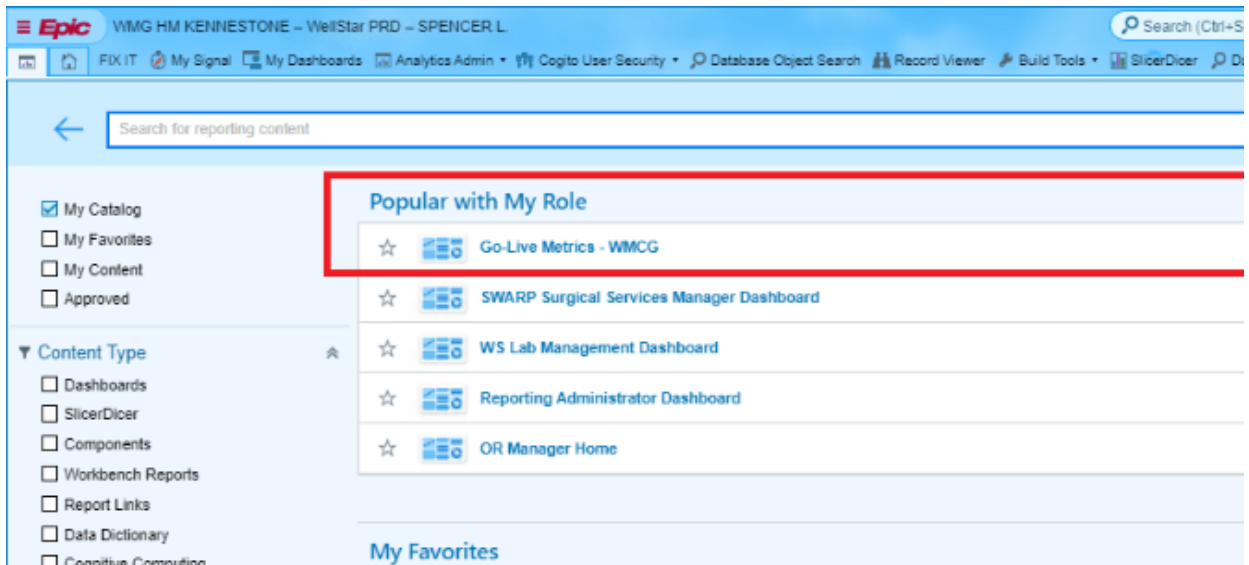
Once logged into Epic, you'll be at your home dashboard. Enter "analytics catalog" in the search bar (Chart Search) at top of the screen



This is the analytics catalogue. In this window, you would enter 'Go-Live Metrics - WMCG' in the search field (highlighted in red below).

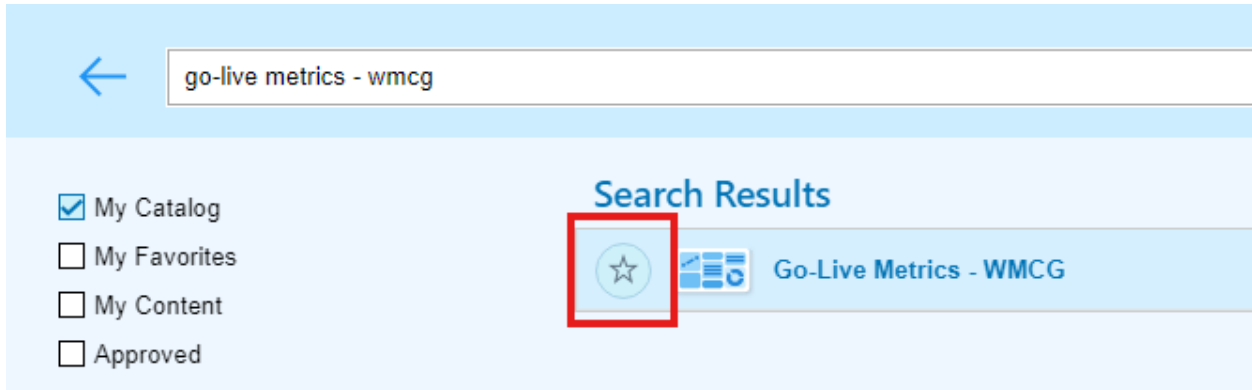


It should be noted that as you and other leaders in the same role use the dashboard, it will show up in the 'Popular with My Role' section as shown below.

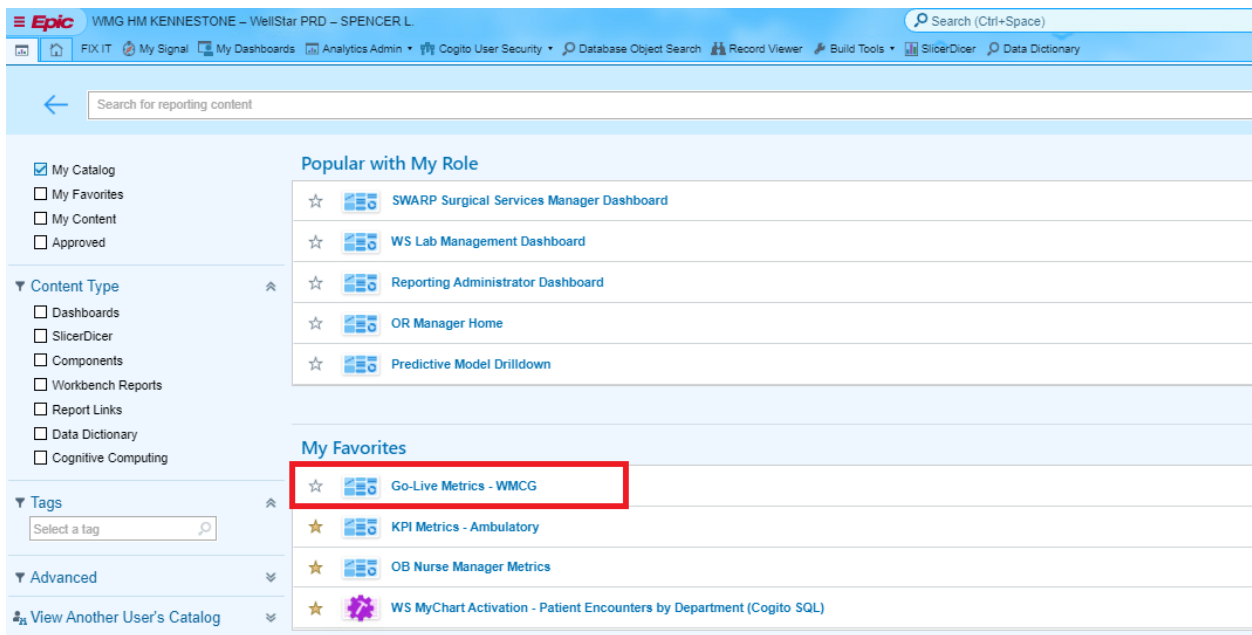


Saving the dashboard in your favorites

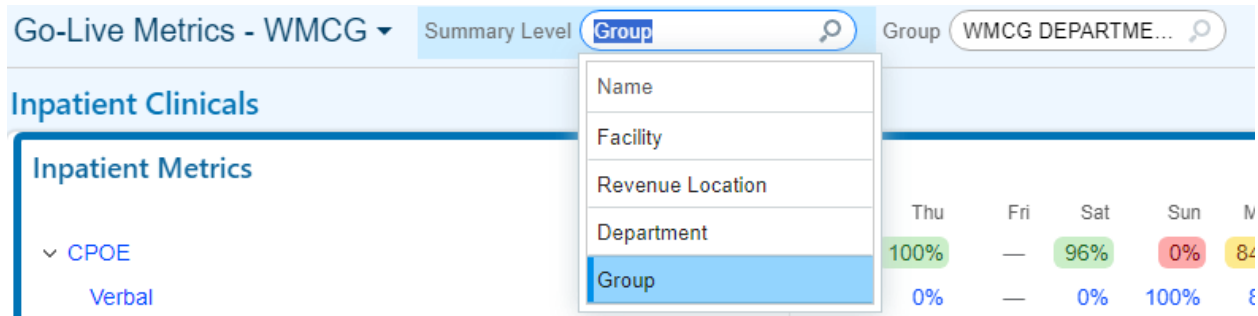
As a user of the dashboard, you'll want to add the dashboard as a favorite, so that it displays in the "My Favorites" section. This will allow you to quickly navigate to the dashboard the next time you log to Epic. In order to do this, you'll simply click on the star next to the 'Go-Live Metrics – WMCG' dashboard.



After you've done this, the next time you log in, you'll see the dashboard in your 'My Favorites' section as shown below



Filter to specific summary levels



Go-Live Metrics - WMCG Summary Level **Group** Group WMCG DEPARTME...

Inpatient Clinicals

Inpatient Metrics

- ▼ CPOE
- Verbal

	Thu	Fri	Sat	Sun	Mon
	100%	—	96%	0%	84%
	0%	—	0%	100%	84%

Group Summary Level

This is the default summary level to use to report on WMCG data. These will include all WMCG combined data.

There are two available Group Summary Level options: WMCG Department Grouper and WMCG Revenue Location Grouper. The department grouper contains all departments that are marked as WMCG departments and the revenue location grouper contains all revenue locations that contain those departments.

Revenue Location Summary Level

For the Revenue Location summary level, you will be able to manually choose the revenue locations you wish to report on.

A Revenue Location is a physical location such as a hospital, hospital-based clinic, or ambulatory clinic within an organization in which you can perform revenue reporting

Department Summary Level

For the Department summary level, you will be able to manually choose the departments you wish to report on.

A Department is a physical place, such as a specialty floor, nursing unit, laboratory, or clinic, where appointments occur, and providers are scheduled. Alternatively, a conceptual area of work, such as admitting, or scheduling.

Facility Summary Level

The Facility summary level will show you data from both Wellstar and WMCG, this should be used for the Care Everywhere metrics which only calculate at the Facility level. This can also be used to compare WMCG data to Wellstar as a whole.

Note: “Unable to show data: hover for details”

If you see this message on your metrics, they do not calculate at the current summary level settings on your dashboard. Hover on the “i” icon to find out why:

Does not support multiple target aggregation – This may appear if you are using the Group Summary Level on the dashboard. This summary level aggregates data across all the departments or revenue locations of WMCG, but certain metrics, like Median calculation metrics, are not configured to aggregate over multiple summary levels. In this case, you must select a specific Department or Revenue Location to review using those summary levels.

Does not support summary level – This will appear if your metric doesn't calculate data at the summary level you are using on the dashboard. For example, OR Metrics do not calculate data for the department summary level. Instead, use the Revenue Location summary level.

Drill into a specific metric to see summary level breakdowns

For example, click the CPOE hyperlink to see a breakdown of the metric for all departments that have data for that metric. If your dashboard is displaying the WMCG Revenue Location Grouper, this drilldown will show you the breakdown of all of the revenue locations with data for that metric:

Inpatient Metrics

Home > CPOE > **WMCG DEPARTMENT GROUPE**

	Wed	Thu
Wellstar Augusta Medical Center (MA 3N Neuro)	0%	—
Wellstar Augusta Medical Center 3w Neuro ICU	—	100%
Wellstar Augusta Medical Center 5N Oncology ⓘ	—	100%

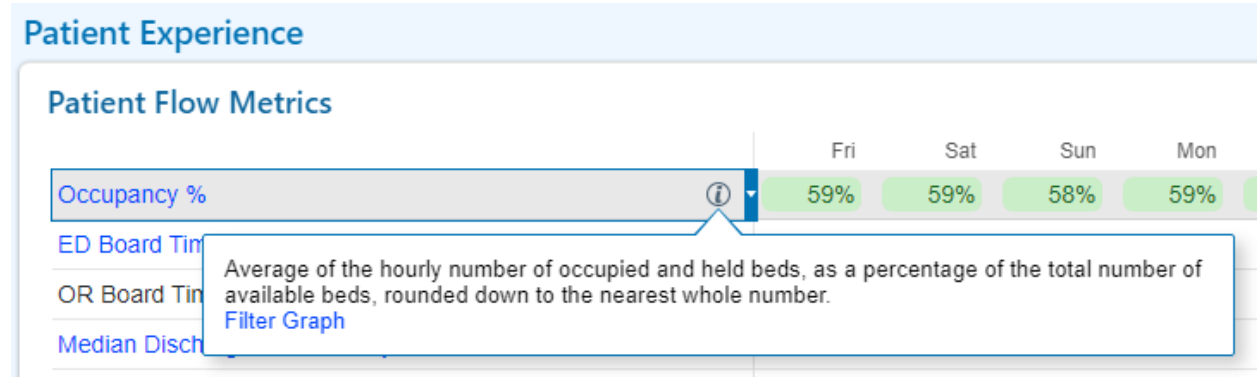
Tip: Click the Home Icon to return to your starting summary level.

How the Go-Live Metrics dashboard is Organized

The dashboard is organized it into different clinical domains (IP Clinicals, Outpatient, IP Pharmacy Metrics, Outpatient Pharmacy Metrics...etc.)

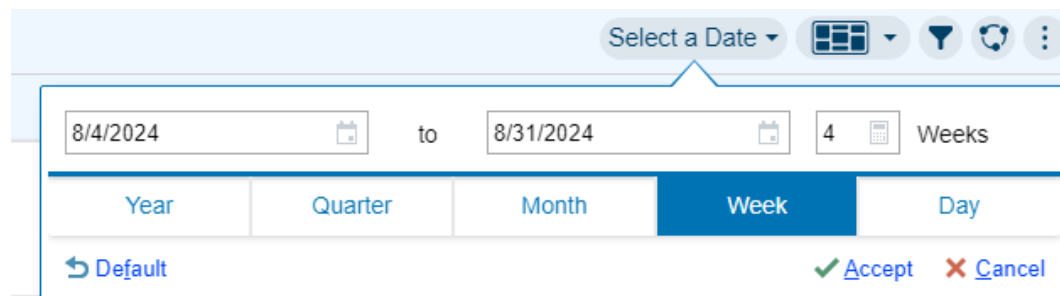
Within each of these domains, there are associated metrics. Thresholds were derived by Epic based on industry research and best practices.

Hover over the little “i” to see a quick description of the metric



To filter the Metrics by Date Range

Click on 'Select a Date' to filter date range of the report. You can specify a date range or select an interval (Year, Quarter, Month, Week, Day) and a number of periods to dynamically select a date range.



Select a Date

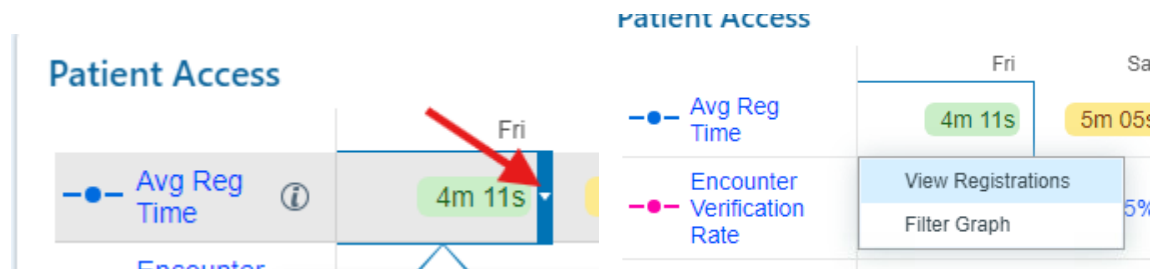
8/4/2024 to 8/31/2024 4 Weeks

Year Quarter Month **Week** Day

Default Accept Cancel

Drilldown to see metric line-level details

Data cells for metrics with line-level drilldown capabilities will have a drop down menu to run the drilldown report:



In this example, click “View Registrations” to see information about the registrations that are included in the metric calculation.