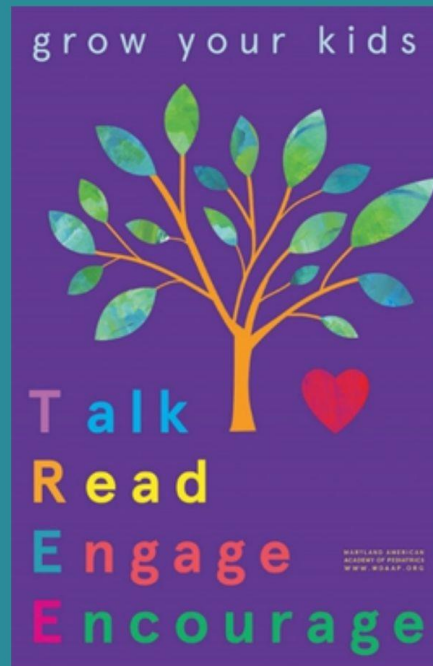
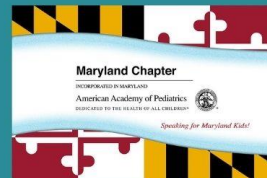


The **TREEHOUSE** Program



Review Guide



QIDA Overview

Data Entry

Analyzing Data

Reports

The Quality Improvement Data Aggregator (QIDA) is the online data repository for you to enter in the data from your developmental coaching sessions. This is a simplified review of how to enter data into QIDA.

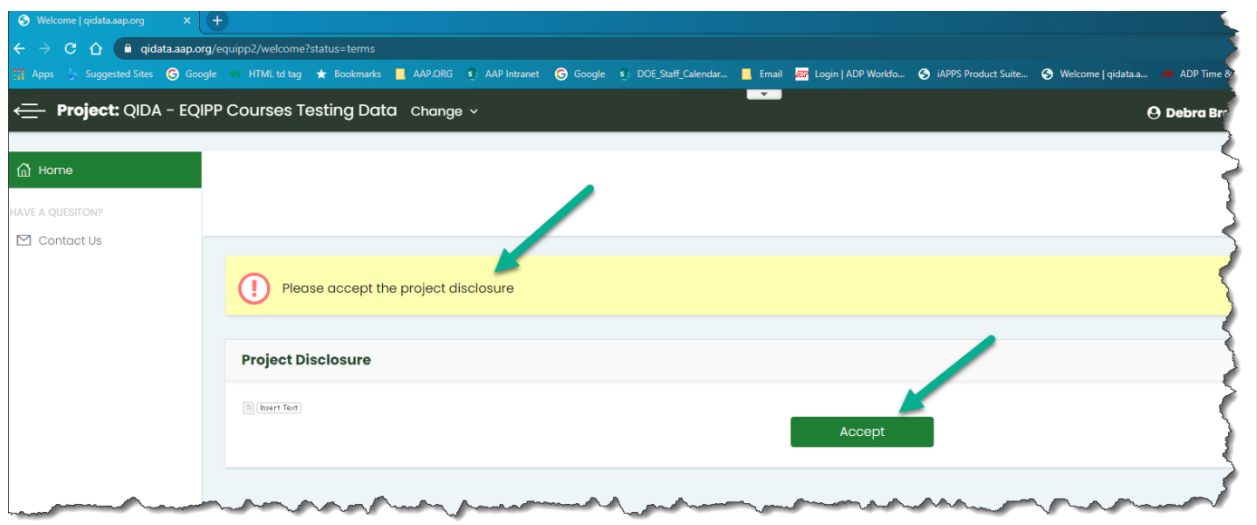
The project can be accessed at <https://qidata.aap.org/Treehouse>

You will use your existing AAP ID/Email and Password to log-in. Please use a Chrome or Firefox browser to access this site and bookmark the webpage for quicker access during this project.

If you have any technical questions regarding the QIDA system, please select the **Contact Us/Help** button located on any of the QIDA site pages. If you have any project specific questions, please contact you're the TREEHOUSE project manager, Heather Whitty at heather.whitty@ssw.umaryland.edu

Thank you and welcome to the project!

1. Each QIDA project has its own URL or web address. When you access the project URL, you will first be sent to a log in page. Please enter your AAP id # and your password



2. Before you can start entering data, you will want to review the Project Disclosure information and click the Accept button at the bottom of your screen. The system will not allow you to proceed further until you have accepted the Disclosure.

3. Once the Disclosure is accepted, you will be directed to the TREEHOUSE QIDA home page. Your home page will be formatted for your specific project and contains a general project overview, timelines and important dates. It may also have links to other related resources. On the left-hand side of the screen are several buttons: Project Home, Workspace and Reports. Each of these buttons allows you to navigate through QIDA.

- a. The Workspace folder acts as a hub for any documents or information that may be uploaded to be shared with you.
- b. The Reports button will help you generate reports of the data.
- c. Here is also the Contact Us button if you are experiencing any technical issues with the site or your account.

The screenshot displays the 'Enter Data' interface for the Treehouse Program. At the top, the project name is 'Treehouse Program: Dedicated Telehealth Developmental ...'. The current tool is 'Treehouse QIDA Questions' and the participant information is blank. A yellow bar at the top right contains 'Analyze Data' and 'Enter Data' links. The main section is titled 'Enter Data' and features a table with the following data:

Status	Encounters Entered	Started
Open	0	11/5/2021

Below the table, there is a 'Chart #' section with a value of '1' and a '+' button to add more charts. There are also buttons for 'Annotate Cycle' and 'Close Cycle'.

4. The bottom half of the Home Page allows you to access the data collection tools. There may be several cycles, or cohorts, in which you can enter data. Each box highlights the cycle number currently being worked on as well as the number of charts that have been entered for that specific data collection tool.
 - a. In the example below, we are currently on Cycle 2 and there have been 0 encounters entered, meaning there is currently no data.

Data Entry

5. To enter data into the collection tool, simply click on the green Enter Data button. Providers will need to enter the data from their EMR after the 1st developmental coaching visit (9 mo.) and then after the 2nd developmental coaching visit (15 mo.).
 - a. You can also click Enter Data at the top of the page in the yellow box on the previous screenshot.
6. Here is the top of the page of the Data Collection Tool. There is a box identifying the name of the Data Collection Tool (Treehouse QIDA Questions), the user's name (your name will appear there), as well as links to allow the user to go to the analyze data page.
7. The next box alerts the user of the cycle number, the number of charts that have already been entered for the data cycle and the data collection tool questions.
 - a. Every user can open a new Chart tab and enter information. The user can switch between each of the chart tabs while the Cycle is open.
 - i. You will create a new chart for each patient visit (9 month & 15 month).

- b. In general, the person entering data for the practice or group can manually close and open a cycle. If a cycle needs to be re-opened for any reason, project leadership and/or the project manager can reopen any cycle.
8. Here is a snapshot of a data collection tool. You can open a new Chart and begin entering data for each respective question per patient. In this example, there was no other data already entered for cycle 2, so we do not need to open a new Chart. Once you've entered all of your data, you can hit the green Submit button at the end of the page.

The screenshot shows a data collection interface for a chart. At the top, there are tabs for 'Chart #' with '1' and '2' selected, and a '+' button. Below the tabs, it says 'Completed: 11/5/2021 2:08 PM' and has 'Edit' and 'Delete' buttons. A section titled 'Questions Skipped Based on Selection' is visible. The main content area contains three questions:

1. Please enter the patient's date of birth (MM/DD/YYYY):
 - Date of Birth
2. What was the developmental coaching appointment date (MM/DD/YYYY):
 - Date
3. Is the patient a current Medicaid recipient?
 - No
 - Yes

9. After you've submitted your data, you will now see your newly entered data as a Chart number on the Enter Data page. You can click the Edit button if you need to make

The screenshot shows a data collection interface for a chart. At the top, there are tabs for 'Chart #' with '1' selected and a '+' button. Below the tabs, it says 'Questions Skipped Based on Selection'. The main content area contains three questions:

1. Please enter the patient's date of birth (MM/DD/YYYY):
 - Date of Birth
2. What was the developmental coaching appointment date (MM/DD/YYYY):
 - Date
3. Is the patient a current Medicaid recipient?
 - No
 - Yes

any corrections or the Delete button if you need to erase the entry. There is also a 'Questions Skipped Based on Selection' button which will show you which questions were skipped based on your responses.

Analyze Data

10. If you click the Analyze Data button at the top of the age in the yellow box, you can look at real time run reports and data comparisons. Please note, the current cycle must be closed before data will be included in the real time run reports. In our example, Cycle 2 is currently active, but Cycle 1 was already closed. So, we can Analyze data for Cycle 1.

Analyze Data

Cycle 1 Annotate Cycle

Measure	My Score	Goal	Quality Gap
Introductory Questions: % of Developmental Coaching Skills endorsed as "YES"	100.0%	95.0%	--
Introduction: Questions about Child Development	93.3%	N/A	N/A
Introduction: Fun Things Enjoyed with Child	100.0%	N/A	N/A
Talking and Communication: % of Developmental Coaching Skills Endorsed as "YES"	93.3%	N/A	N/A
Reading: % of Developmental Coaching Skills endorsed as "YES"	93.3%	95.0%	1.7%
Motor Skills: # of Developmental Coaching Skills Endorsed as "Yes"	93.3%	95.0%	1.7%
Play: # of Developmental Coaching Skills Endorsed as "YES"	93.3%	95.0%	1.7%
Social-Emotional: # of Developmental Coaching Skills Endorsed	93.3%	95.0%	1.7%

11. Here we can see which Cycle for which we are analyzing data, as well as a percentage score for ten measures being analyzed across all 34 questions of the data collection tool. The My Score column shows the score for all the raw data in the cycle. The Goal column shows the set percentage goal that the project aims to meet for each measure, though not all measures will have a set Goal score. The Quality Gap column shows the difference between the first two columns.

Reports

All Measures Report Filter Cycles

Benchmarks (select one or more) My Data All Participants Goal

Generate Report

Reports

12. If you scroll farther down the Analyze Data page, you will see another boxed section titled Reports. There are multiple types of reports that a user can run in QIDA including an All Measures report, an individual measures report, a report by milestones. The user also has the ability to download a real time raw data report. The user can also conveniently slice the information to allow for a comparison of the individual data against the total numbers, look at the data compared with the overall data in the group or against the stated overall QI goal. Click the green Generate Report button to run the report.
 - a. An All Measures report illustrates the data per the 10 measures being analyzed for TREEHOUSE. It can be further filtered by choosing a Benchmark, either only using the Data that you as a user have entered, All Participants' data, and/or comparing this data to the Goal scores. In the example below, we chose to view an All Measures Report of All Participants data.
13. Depending on which report you run, the Analyze Data page will refresh itself with illustrations of the report, which you can also choose to download as either a PDF, Excel file, or CSV file.

