

INPATIENT MH ANALYTICS APP

HOW TO GUIDE



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ELFT'S INPATIENT MENTAL HEALTH ANALYTICS APP

DIFFERENT WAYS TO ACCESS THE APP

There are three different ways of accessing the app.

1. Through the **Office 365 Portal**
2. Through the **Power BI Desktop App**
3. Through the **Power BI Mobile App**



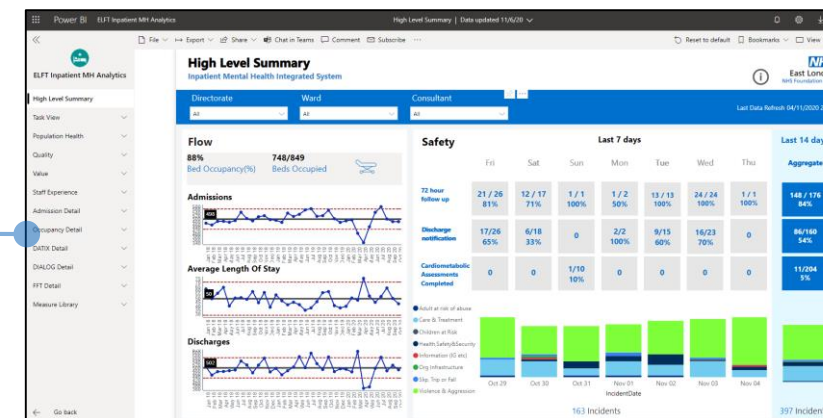
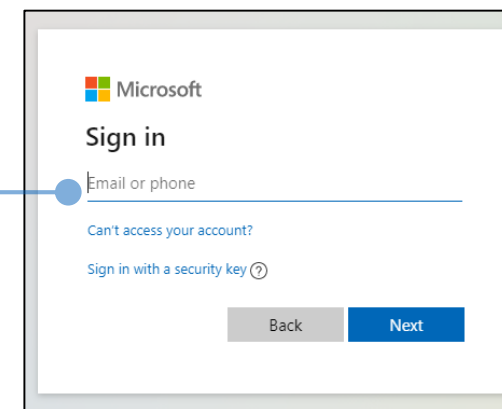
ACCESS THROUGH THE OFFICE 365 PORTAL

1. Click on the link below:

[INPATIENT MH ANALYTICS APP](#)

Please note, you will need to be given access to view the app.

2. You will be taken to Power BI website and asked to log in.
3. Enter your NHS.net credentials to log in.
4. The Inpatient Mental Health Analytics app will now load up on the **'High Level Summary'** page.
5. You will be able to navigate around the different levels using the bar on the left.

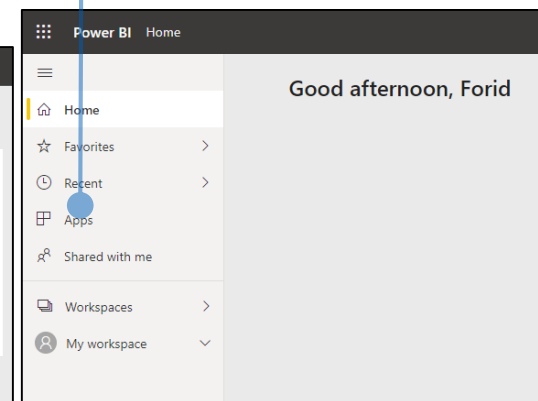
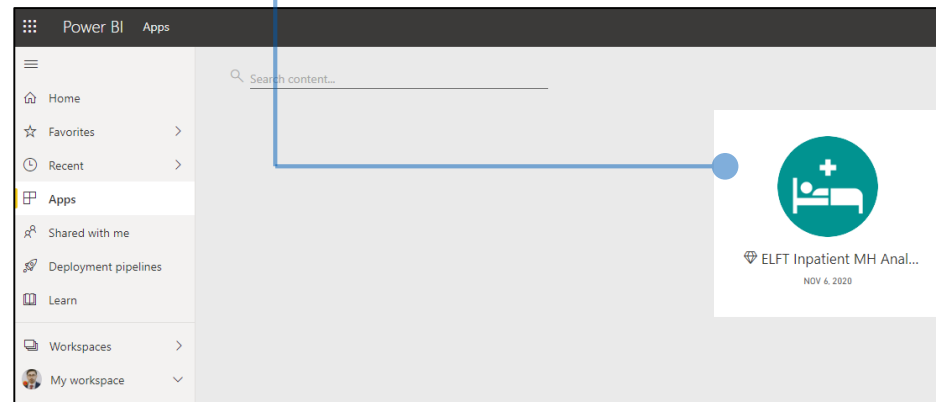
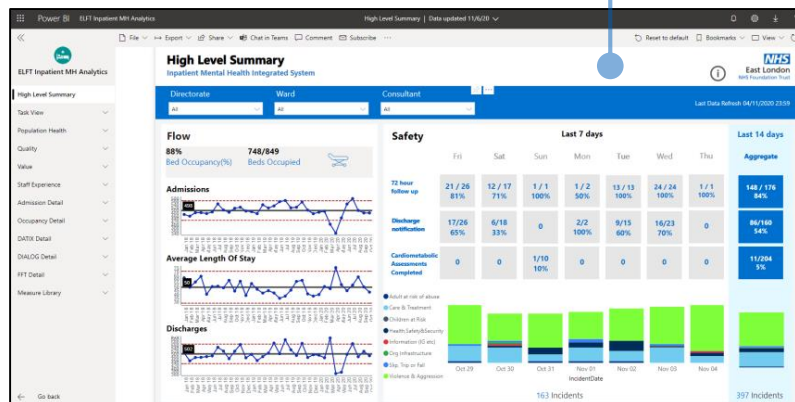
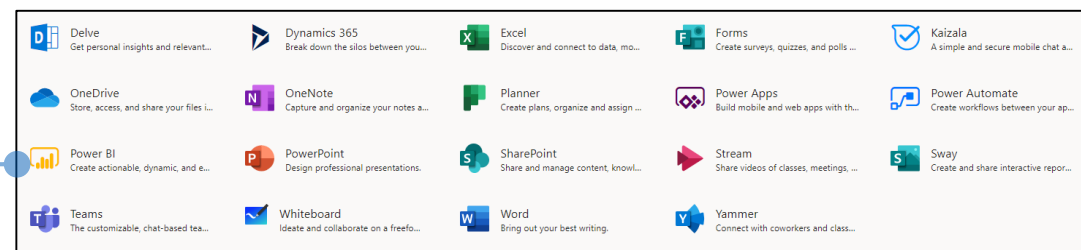
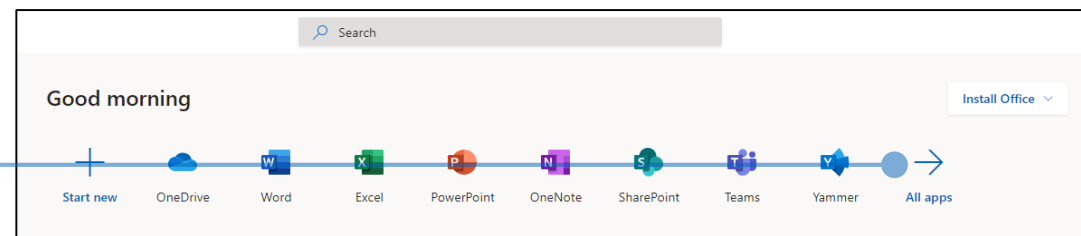


ELFT'S INPATIENT MENTAL HEALTH ANALYTICS APP

ACCESS THROUGH THE OFFICE 365 PORTAL

Once you have accessed the app through the link once, it will save in your favourites. You will be able to quickly access the app by going to 'Apps' area in Power BI. To do this, follow the instructions below:

1. Go to [Office.com](https://office.com) and log in using your NHS.net credentials.
2. You will now be able to see a series of Office 365 apps
3. Click on "All Apps"
4. Click on the "Power BI" option.
5. You will now be in the Power BI application
6. Click on the 'Apps' on the top left
7. Click on the app called 'ELFT Inpatient MH Analytics'
8. This will load the app and you should see the 'High Level Summary' page as the default



ELFT'S INPATIENT MENTAL HEALTH ANALYTICS APP

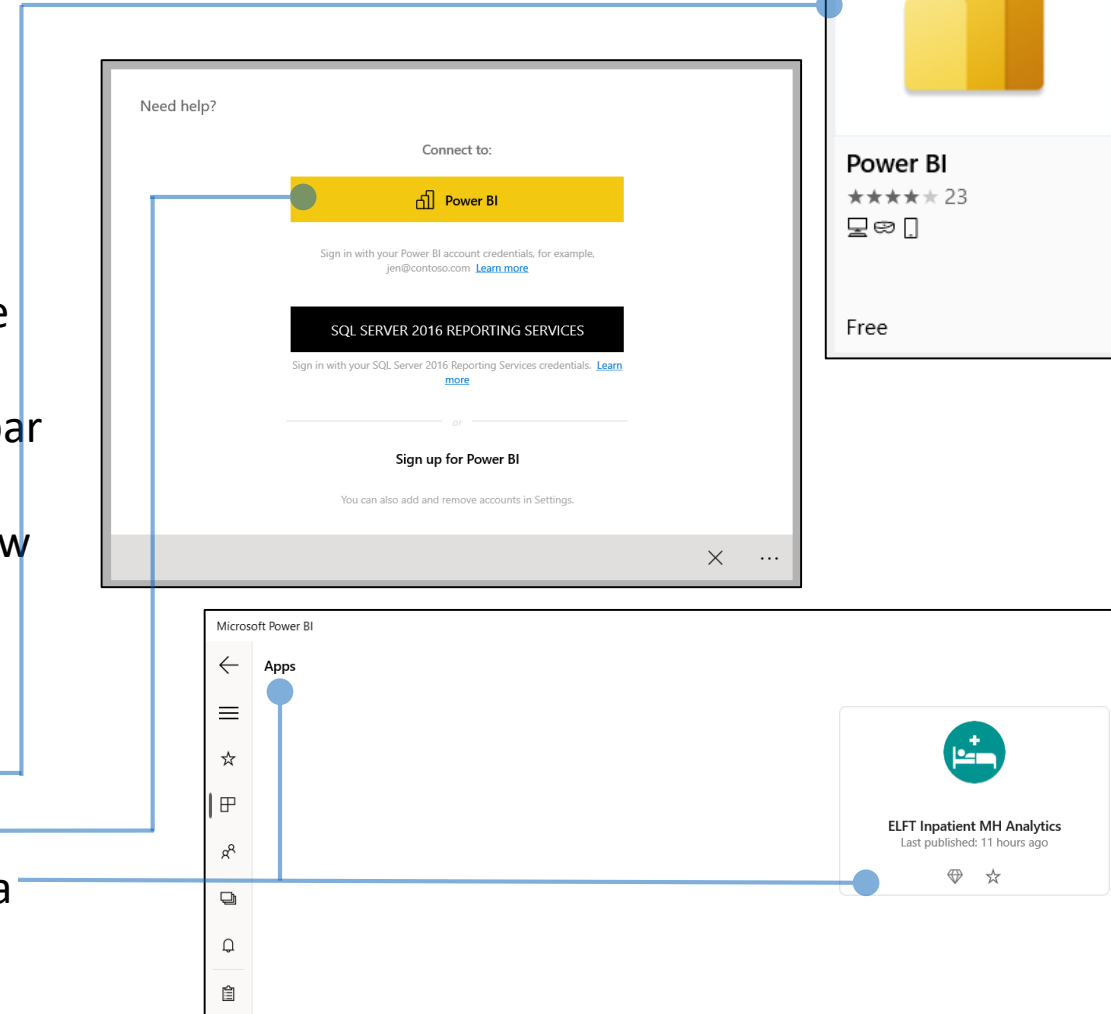
ACCESS THROUGH THE POWER BI DESKTOP APP

1. Click on the link below:

INPATIENT MH ANALYTICS APP

Please note, you will need to be given access to view the app.

2. You will be taken to Power BI website and asked to log in.
3. Enter your NHS.net credentials to log in.
4. The Inpatient Mental Health Analytics app will now load up on the **'High Level Summary'** page.
5. You will be able to navigate around the different levels using the bar on the left.
6. Once you have accessed the app through the browser, you can now view it in the Power BI desktop app too.
7. Go to the Microsoft Store and download the 'Microsoft Power BI App' (ensure you download the app and not 'Microsoft Power BI Desktop').
8. Click on 'Power BI' and log in
9. You will now see the Inpatient MH Analytics app in the **'Apps'** area



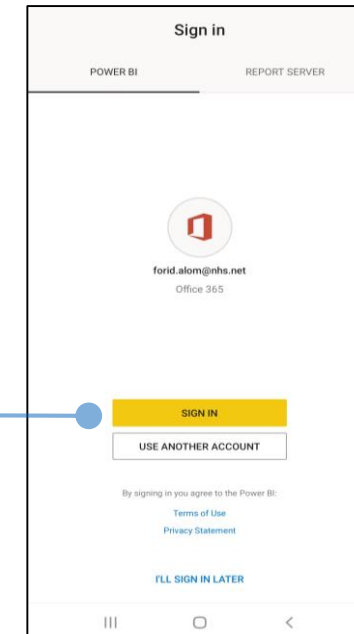
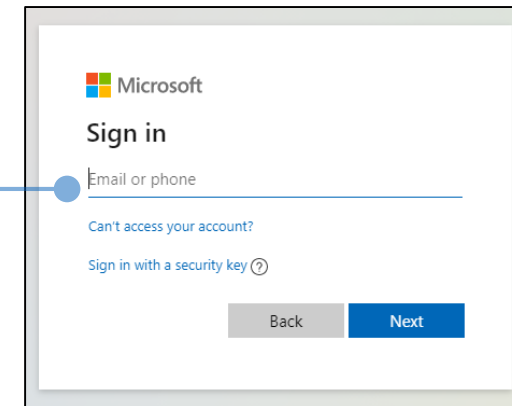
ACCESS THROUGH THE POWER BI MOBILE APP

1. Click on the link below:

[INPATIENT MH ANALYTICS APP](#)

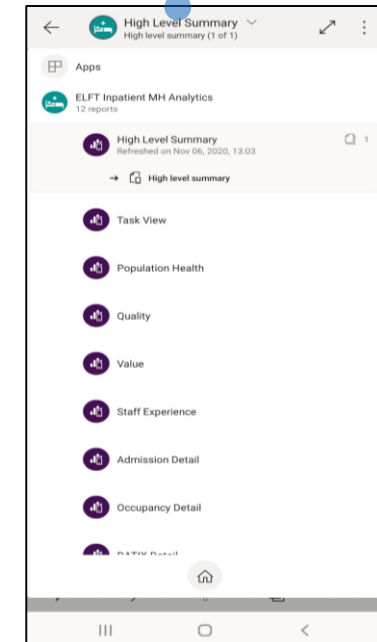
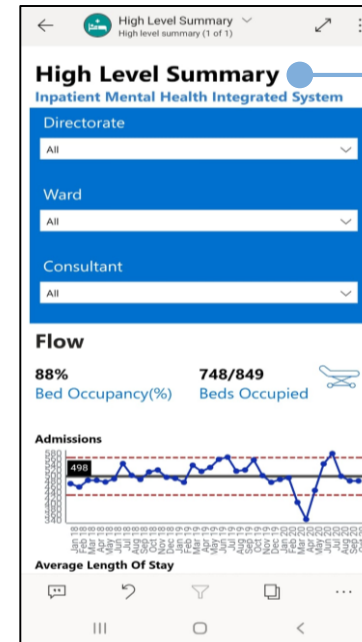
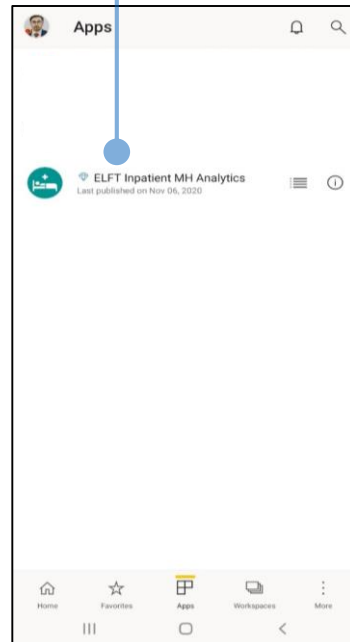
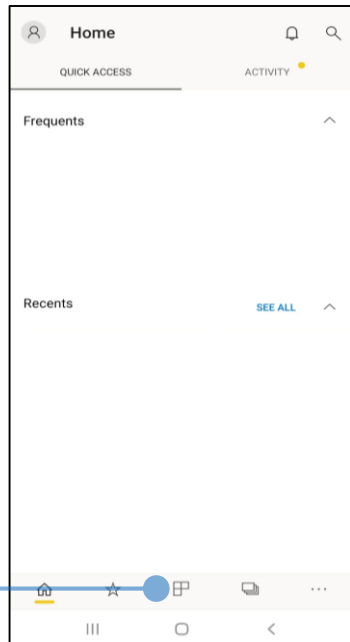
Please note, you will need to be given access to view the app.

2. You will be taken to Power BI website and asked to log in.
3. Enter your NHS.net credentials to log in.
4. The Inpatient Mental Health Analytics app will now load up on the **'High Level Summary'** page.
5. You will be able to navigate around the different levels using the bar on the left.
6. Once you have accessed the app through the browser, you can now view it in the Power BI mobile app too.
7. If you are using an **apple device**, you should already have the Power BI app installed. If you are using an **android device**, you can download the Power BI app from the Google play store (IT have unlocked it for download).
8. Once downloaded, open the app and click on 'Sign In'
9. Sign in using your NHS.net credentials.



ACCESS THROUGH THE POWER BI MOBILE APP

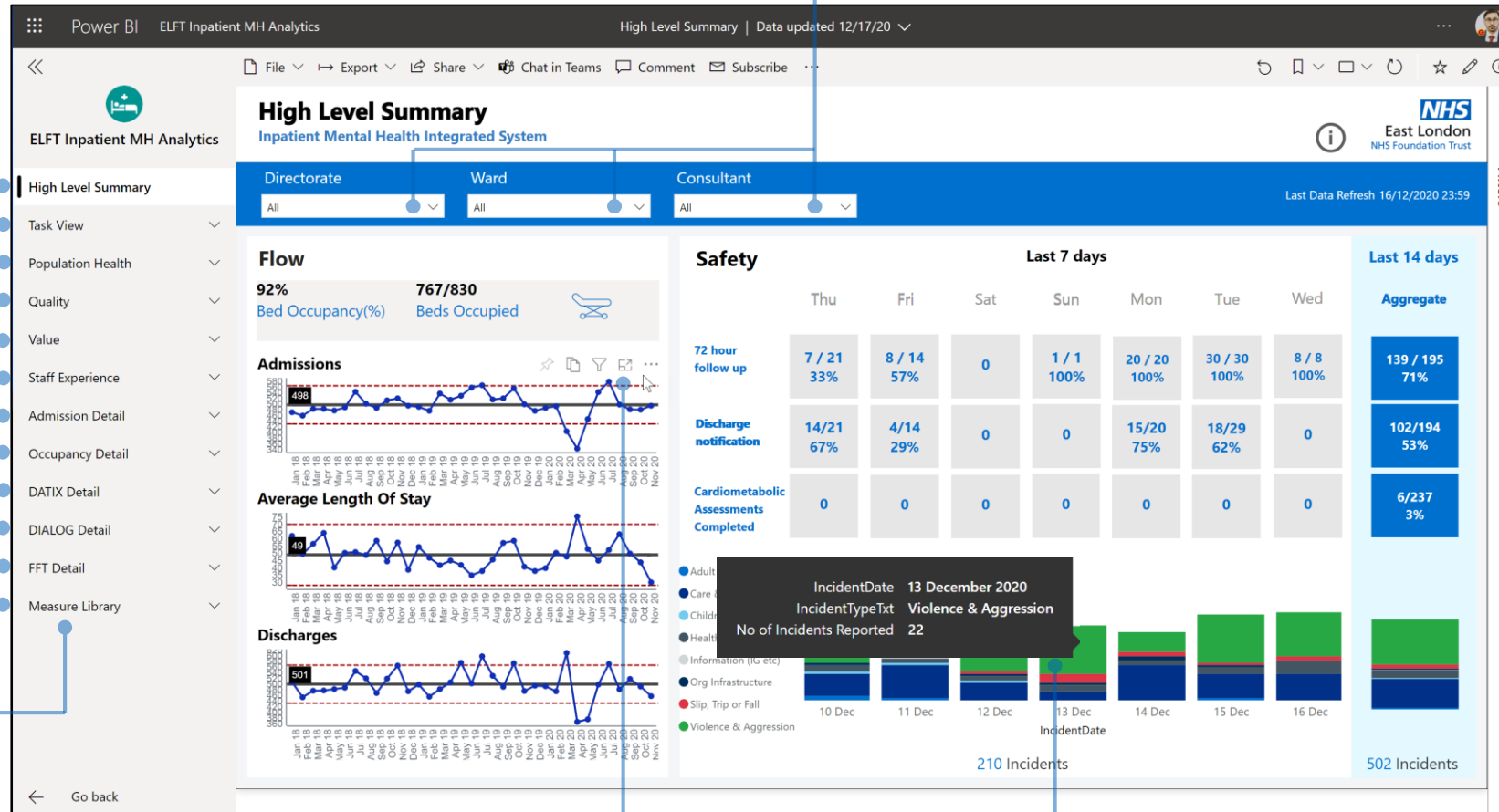
10. Click on the 'Apps' Button
11. Click on the 'ELFT Inpatient MH Analytics'
12. This will now load the app in mobile view. It will default to the High Level Summary as the first page.
13. If you want to navigate around the different reports, click on the top page title. This will reveal the navigation bar where you can pick the different reports.



NAVIGATING THE APP (DESKTOP) – HIGH LEVEL SUMMARY

The app will open the 'High level Summary' by default. You can use the navigation pane to move around the system to the different parts.

Use the measures library to find the operational definitions of any measure that is available on the Inpatient Analytics app.



Use the filters to select the different areas of the Trust you would like to look at. From Directorate, Ward to Consultant.

Use the advanced filter pane to apply additional filters to the report. Additional filters available on some reports across the app, mainly in the detail reports.

Hover over the SPC charts to see additional options including 'Focus mode' which allows you to expand the chart in question to full screen mode.

Hover over any of the visuals to view the tooltip which gives you detailed information on that visual you are looking at. In this example, we are hovering on top of one of the bars on the bar chart.

NAVIGATING THE APP (DESKTOP) – TASK VIEW

You can access the service users progress notes from the last 48 hours. To do this, first click on the service user you are interested in on the table. This will select that row and the progress icon will now appear allowing you to click on it.

Use the filter drop-down to choose between directorates and wards.

Rio ID	Bed	Initials	Ward	Alert	Admission Date	Ward Start	Consultant	Patient Status	EDD	LoS	Section	Section Start	Section Expiry	Multiple Sections	High Dose Anti-psy	Valproate	Medication Prescribed	Acc	Acc Date
	5		FX West Ferry Ward		17/11/2014	18/05/2020		OnWard		2222	3	23/06/2012	24/06/2021 23:59:00	N	No		0	Non-Settled	16/01/2013
	12		FX Hoxton Active Ward		05/11/2018	17/08/2020		OnWard		773	37/41	19/07/2018		N	No		0	Settled	24/07/2019
	4		FX Hoxton Active Ward		02/10/2017	17/08/2020		OnWard		1172	3	03/04/2018	02/04/2021 23:59:00	N	No		0	Settled	22/05/2018
	13		FX Butterfield Ward		23/02/2012	17/09/2018		OnWard		3220	37/41	19/05/1995	30/12/9999 23:59:00	N	No		0	Settled	17/10/2012
	13		FX Shoreditch (LD) Ward		24/07/2018	24/07/2018		OnWard		877	47/49	23/07/2018		N	No		0	Settled	24/06/2019
	1		CH Brett Ward (Male)		04/11/2020	24/11/2020		Home		43	3	04/11/2020	03/05/2021 23:59:00	N	No		0		
	17		FX Hoxton Active Ward		07/05/2020	17/08/2020		OnWard		224	3	25/07/2019	24/07/2021 23:59:00	N	No		0	Settled	13/08/2020
	1		CH Ruth Seifert Ward		16/12/2020	16/12/2020		OnWard		1	2	16/12/2020	12/01/2021 23:59:00	N	No		0		
	3		FX Butterfield Ward		18/03/2014	17/09/2018		OnWard		2466	37/41	23/11/1990	30/12/9999 23:59:00	N	No		0	Settled	29/10/2014
	9		CH Conolly Ward (Female)		15/12/2020	15/12/2020		OnWard		2	3	15/12/2020	14/06/2021 23:59:00	N	No		0		

Use the advanced filter pane to apply additional filters to the report.

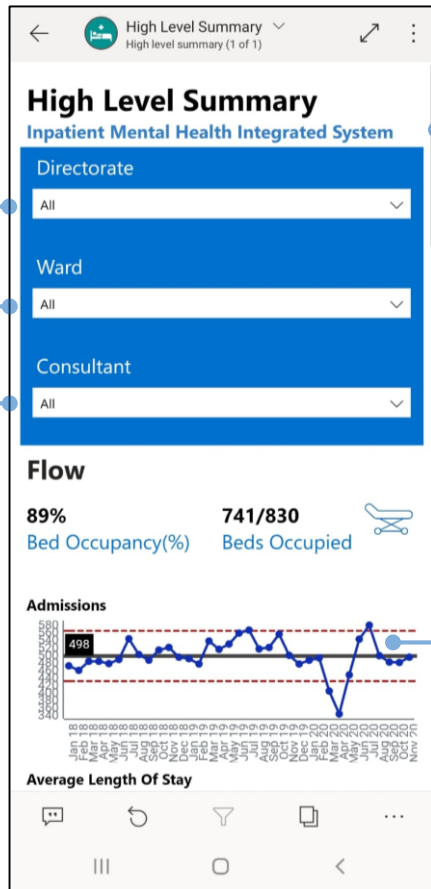
Dates and times of when the last data refresh took place for the different data sets.

Patient identifiable information has been blacked out.

Use the scrolly bar to move across the table and view all the columns available.

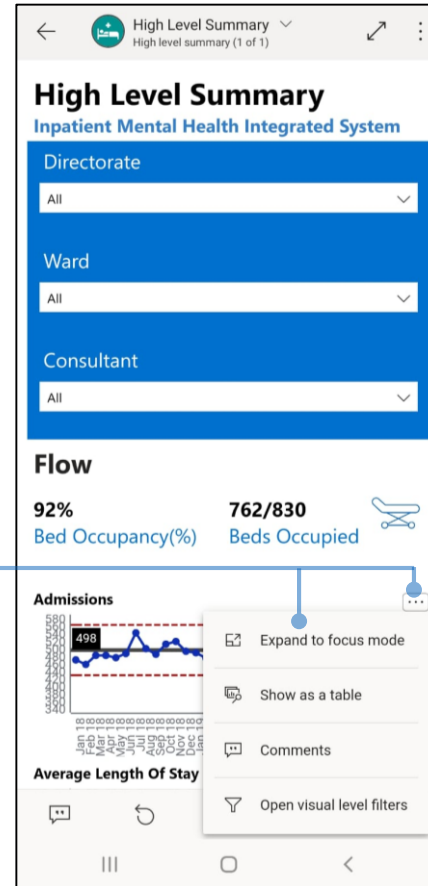
NAVIGATING THE APP (MOBILE) – HIGH LEVEL SUMMARY

Use the filter drop downs to alternate between directorates, wards and consultants.

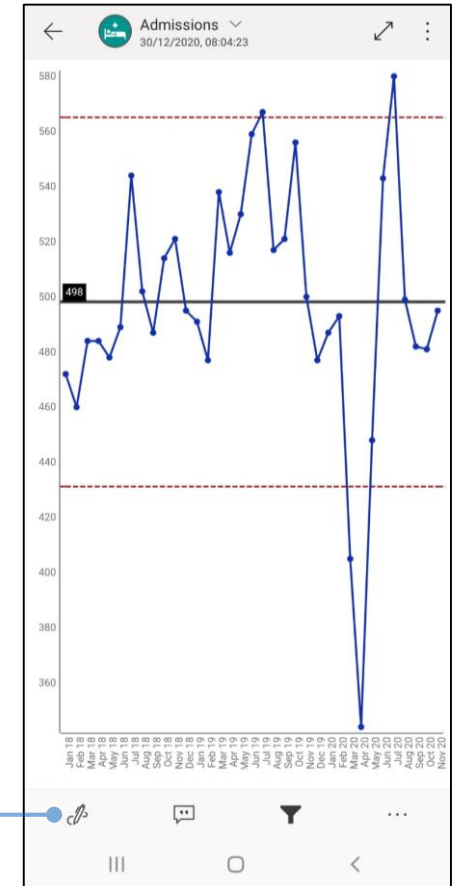


Grey bar shows where you are on the report page. Scroll down to see the remaining visuals.

To see any visuals on a full screen, click on the visual, you will see a button appear on the top right (3 dots). Click on it and select "Expand to focus mode"



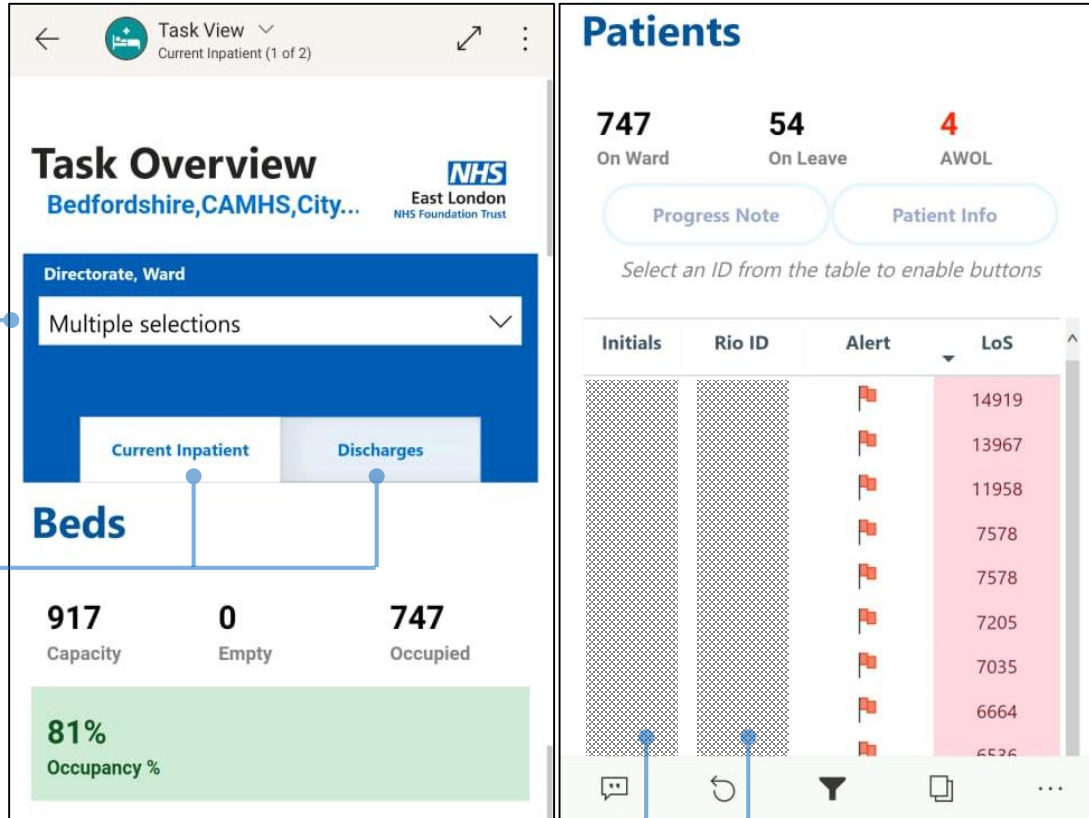
Click on the pen button to annotate the graph and draw on the screen. You can then save this as an image.



NAVIGATING THE APP (MOBILE) – TASK VIEW

Use the filter drop down to alternative directorates and wards.

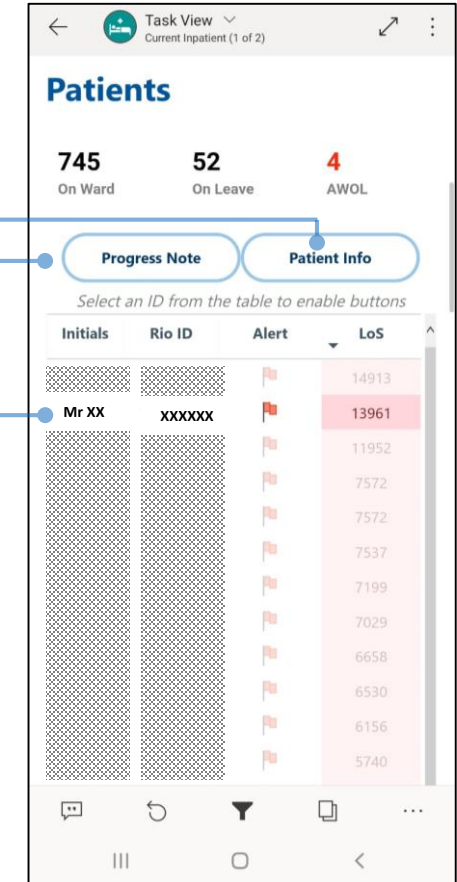
Use the 'Current Inpatient' and 'Discharges' button to navigate between the two different reports.



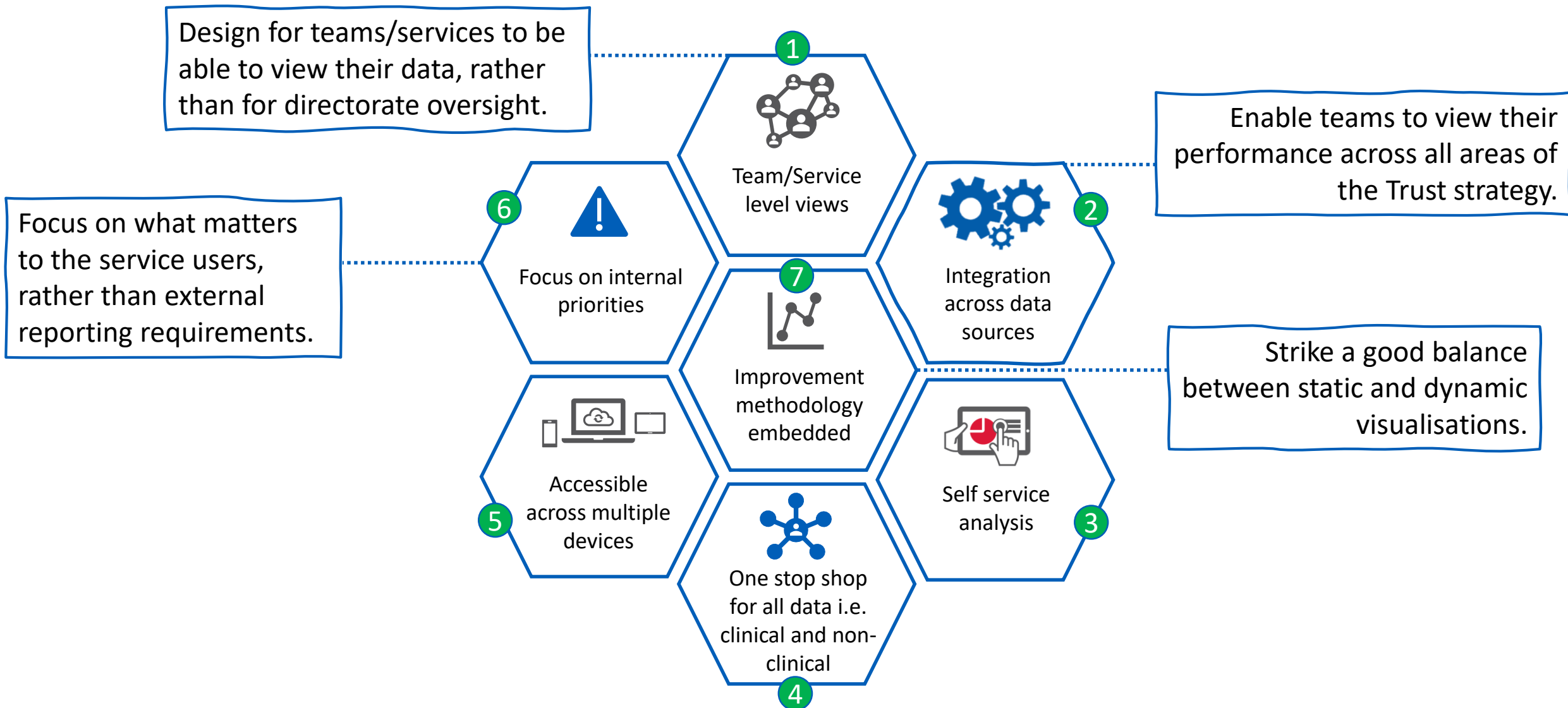
Patient identifiable information has been blacked out.

To see further details for a specific service user, click on them and it will highlight them within the table.

You will now be able to click on the 'Progress Note' or 'Patient Info' button to see further details on the service user.

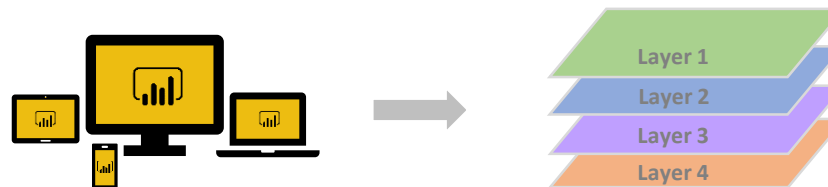


KEY PRINCIPLES OF ELFT'S INTEGRATED ANALYTICS

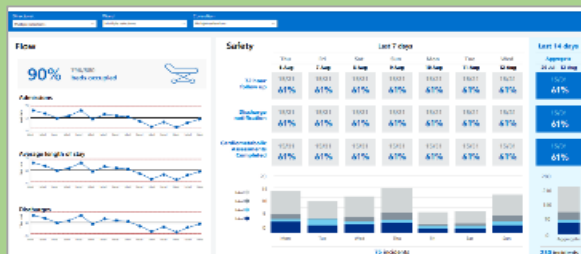


INPATIENT MH ANALYTICS APP STRUCTURE

The diagram below demonstrates the structure of the new analytics system and the key benefits.



Layer 1 High level summary



OVERVIEW

- High level summary of key metrics for the ward..
- A mixture of static and dynamic visuals to aid analysis.
- Daily data refresh.
- Provides an accurate picture of the current ward status.

BENEFITS

- Provides a daily pictures of the ward and where attention needs to be focused.
- Automatic refresh so no manual data collection required.
- Can view data of wards from across the Trust to share learning.

Layer 2 Service wide measures



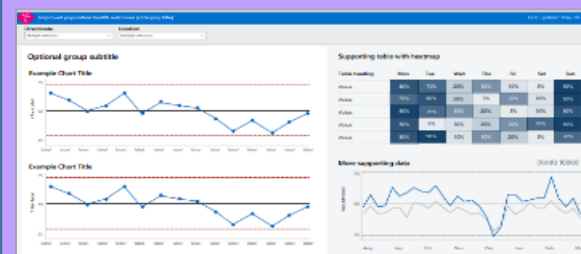
OVERVIEW

- A series of clinical and non-clinical data provided as data over time to understand the variation divided up by the 4 strategic areas of the Trust.
- One stop shop for all data related to the service (clinical and non-clinical).

BENEFITS

- Data over time provides a picture of the variation and predict future performance.
- Highlights areas that need attention.
- Can view data across all the wards in the Trust to share learning and aid improvement.

Layer 3 Drill down capability



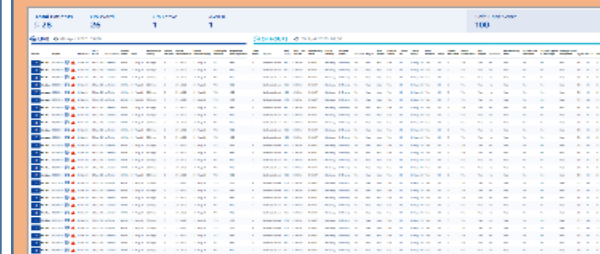
OVERVIEW

- A drill down page for each measure providing more detailed information and filtering capability.

BENEFITS

- Empowers staff to investigate data themselves without having to put requests to the Informatics department.
- A series of filters to slice and dice the data.

Layer 4 Task view report



OVERVIEW

- A task view report that outlines all the key tasks related to every service user admitted onto the ward.
- A combination of 15 min and 24 hr data refresh.
- A list of all the key metrics related to admitted and discharged service users.
- Highlights tasks that are outstanding.
- Gives teams a quick picture of where focus is required.

BENEFITS

- 15 min data refresh allows for accurate data capture.
- Removes the middle layer of having to update the manual whiteboards.
- Can be used from any device from desktops to mobile devices.

FURTHER SUPPORT

Should you require further support, please get in touch with:

elft.analytics@nhs.net