PIP QI - Create and Export a JSON File for Upload



This guide contains all steps for a practice to login to CAT4, collect data, load the extract, export a JSON file and finally upload that JSON file to your PHN.

After CAT4 has been installed and configured (please contact your PHN and/or Pen CS support for assistance) you can log in using the user name and password provided by your PHN.

Once the CAT4 software has been installed it is available from your Programs List and as a short cut on the desktop. Click the Desktop Shortcut to start the program.



OR

- Click Start > All Programs > Pen Computer Systems > Pen CS clinical Audit Tool 4
- This will load the login screen
- · Enter your Username and Password and click 'Login'
- This will load the dashboard, allowing you to choose different views and other functionality. Please refer to the quick reference guide CAT4 Dashboard for full details

CAT 4	PenCS
Matthias	Need Support? FREECALL 1800 762 993
Password	www.pencs.com.au
Forgot your password?	Remote Support
LOGIN CANCEL	
	Version: 4.0.3.0

Figure2: CAT4 Logon Screen

Once you have logged in, you will see the CAT4 dashboard. Click on the CAT4 view on the dashboard as shown below.



If you don't have any data extracts you will need to run a new collect. Check the extract pane for extracts before you run a collect. The CAT4 user interface is explained below.

Navigating CAT4 Menus

The CAT4 screen has been broken into four key areas, Menu Bar, Data Extracts, Filters and Reports.

Click to show/hide your extracts	Click to show/hide the filter panel	Clea	ar Filters First! Recalculate after applying any changes to your filters
Click 'Collect' to collect a	new extract Access to different CAT	modules	- J × Support
Collect Report View Population	CAT 4 Cleansing CAT Registrar CAT Daily CAT Programs		Cirar Filters Recalculate
V Hide Deidentified Extracts	A file		
2/02/2021 5:00 PM 76 BP5000000 8 2/02/2021 4:52 PM 76 BP5000000	Grmeat Ethnicity Conditions Medications Date Range (Results) Date Range (Visits) Patient Name Patient Status Gender DVA Age	Providers Risk Factors MBS Attendance Saved Filters	Postcode Induse Discusse
2/02/2021 4:49 PM 76 BP5000000	Male DYA < Any Color > ~ Start Age	Any O None Active (3x in 2 yrs)	
2/02/2021 4:45 PM 76 BP5000000	Female non DVA End Age	○ < 6 mths ○ < 15 mths □ Not Active	City/Suburb Include Exclude
2/02/2021 4:44 PM 76 BP500000	Other Health Cover	O < 24 mths O < 30 mths Visits in last 6 mths	
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		Has Not Visited in last	
27/01/2021 2:06 PM 76 BP5000000	Filters	0 v mths	
5/01/2021 8:55 AM 76 BP5000000			Clear General
4/01/2021 4:57 PM 76 BP5000000	Best Practice Live Database: Extract Date: 02/02/2021 5:00 PM Selected: CAT Calculated (Rick >15%)		
4/01/2021 4:54 PM 76 BP5000000	Demographics Ethnicity Data Quality Data Cleansing Allergies Smoking Alcohol Measures Pathology Diseas	e Screening Comorbidities Medications Diabetes SIP Items CKD Musculoskeletal Oster	anorosis CV Event Risk CHA-DS-VA Score Immunisation
4/01/2021 4:53 PM 76 BP5000000	Population Pyramid Ane Profile (RACGP)	· ·····, ······	
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9/12/2020 9:27 AM 76 BP5000000	Demographic	Breakdown by Age [Population = 76]	
9/12/2020 9:22 AM 76 BP5000000	Females = 3	3, Males = 38, Other = 1, Not Recorded = 4	
9/12/2020 9:19 AM 76 BP5000000	Reports	100+	Female
19/11/2020 11:30 AM 75 BP5000000		90 - 94	Male
11/11/2020 8:52 AM 75 BP5000000		80 - 84	
1U11/2020 8:49 AM 75 BP5000000		75 - 79 70 - 74	
5/11/2020 8:55 AM /5 BP5000000		63 - 69 60 - 64	
26/10/2020 9/44 AM 75 BP500000	Wear	55 - 59	
21/10/2020 9:43 AM 75 BP500000	V996	45 - 49	
21/10/2020 9:32 AM 75 BP5000000		35 - 39	
21/10/2020 9:29 AM 75 BP500000		30 - 34 25 - 29	
29/09/2020 12:29 PM 75 BP500000		20 - 24 15 - 19	
22/09/2020 10:28 AM 75 BP5000000		10 - 14	
22/09/2020 10:27 AM 75 BP5000000		0-4	
22/09/2020 10:25 AM 75 BP5000000	6 5 4 3 2 1	0 0 1 2 3 4	5 6 7
22/09/2020 10:24 AM 75 BP5000000 *	Number of Patients	Number of Patients	

Navigating Cleansing CAT4 Menus

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Navigating Reports

A patient reidentification report produced in CAT4 and Cleansing CAT will display to your screen. You can save your report in Excel, Word or PDF formats or print a hard copy.

Move between p	ages	Configu	re print layo	out E	xport the	oatient list i	in many forma	ts						
							Clie	ck above	any column	header to	sort			
		1 of 112	N d	× ÷	D- U	6 - 10	00% – Find				、 、	-	- U	*
	Reider Selecte	n tify Report ed: Smoking	[Patient Co (Not Record	unt = 1776] ed)										
	ID	Surname	First Name	Known As Sex	D.O.B (Age)	Address	City	Postcode	Phone (H/W)	Phone (M)	Medicare	Smoking	Review Date	
	10080	Surname	Firstname_6	Firstname_6 F	01/11/1954 (67)	12 John St	Suburb Town	4733	H:07 50505050 W:07 50509999	1234999999	1234123412 34	Not Recorded		
	7278	Surname	Firstname_10	Firstname_10 F	01/11/1994 (27)	12 John St	Suburb Town	2498	H:07 50505050 W:07 50509999	1234999999	1234123412 34	Not Recorded		Create Prompts for
	1456	Surname	Firstname_11	Firstname_11 M	01/11/2010 (11)	12 Jogger St	Suburb Town	3416	H:07 50505050 W:07 50509999	1234999999	1234123412 34	Not Recorded		lopbar based on the list displayed
	5844	Surname	Firstname_13	Firstname_13 M	01/11/2007 (14)	12 Jogger St	Suburb Town	3871	H:07 50505050 W:07 50509999	1234999999	1234123412 34	Not Recorded		
	9311	Surname	Firstname_23	Firstname_23 M	01/11/2011 (10)	12 Jogger St	Suburb Town	2015	H:07 50505050 W:07 50509999	1234999999	1234123412 34	Not Recorded		
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It is recommended to hide the data extracts (Snapshots) and data filter (Filters) areas of the screen in order to make best use of your screen space to view the data results (Reports). You can toggle between the View/Hide modes at any time by clicking on the arrow icon in the respective bar.



Note: On first start-up, the report tabs will be empty as you have not yet collected data from your clinical desktop system or loaded an existing extract file.

Demographic Breakdown by Age

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Females = 0, Males = 0, Other = 0
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If you have a newly installed CAT4, it is unlikely that you have any data collections, so you will have to run a new collect. Please don't run a collect during busy hours, as it will add load to your server and may slow down your system. To run a new collect, click on the 'Collect' icon as shown below.

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File	Edit	View	Tools	Data S	ubmission	Prompts	Scheduler	Help		
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Coll	ect	Hide Extracts	View	Filter	Report	Population	Dashboard	CAT4	Cleansing CAT	CAT CAT

Once the data collection is complete, you can view your PIP QI report, full information on the report can be found here: PIP QI Improvement Measures.

To create the JSON file for export, follow the steps below.

For practices licensed for this specific functionality, a button on the PIP QI report will allow to export an aggregated PIP QI report containing only the defined Quality Improvement Measures in JSON format. This file can be uploaded to the PHN portal as described here: Uploading the PIP QI JSON File to your PHN

To access this export functionality, load your data, then go to Standard Reports/Indicator Sets/PIP QI Report and click on the 'Export' button.

A	cohol Measures Pathology Disease Screening Co-morbidities Medications Chronic Disease Detection and Management Diabetes SIP tems CKD Musculoskeletal Osteoporosis CV Event Risk CHAuDSJVA Score Immunisations Standard Reports MBS tems								
	dicator Sets NPI Report Summary Report Card MH Summary Report Card								
	PIP QI APCC QAIHC Healthy For Life National KPI OSR eHealth Health Care Providers								
	PIP GI Report Diabetes and HbA1c Smoking Status Weight Influenza Immunisation Alcohol Consumption CV Risk Factors Cervical Screening Diabetes and BP								
	Show Extended Export								
	4 1 of 3 ▶ ▶ 4 ⊗ ③ ↓ □ □ □ ↓ ↓ 100% · Find Next								
	PIP QI: Quality Improvement Measures Report Date: 27/09/2020 3:12 AM								
	Practice Name: Deidentified Practice								
	Standard Report - Regular clients (3 visits in the last 2 years)								
	The patient population in this report is patients who have had 3 visits in the last 2 years and who are not archived or deceased.								
	QIM 01: Proportion of patients with diabetes with a current HbA1c result								

This will prompt you on where to save the file. Choose a location on your computer or network that you remember and click on 'Save'.

🔇 Save As						×
← → ~ ↑	→ This PC → Downloads →	~	Ģ	O Search D		
File name:	PIPQI_Report.json					~
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✓ Browse Folders				Save	Cancel]

Once you have saved the file you can upload it to your PHN.

Once you have created the JSON file, you need to upload it to your PHN. The steps to upload the file are show below.

Practices who are only sharing the aggregated de-identified PIP QI data can upload the JSON file through the PHN portal. The URL for the PHN Portal will be different for each PHN, please contact your practice support team for advice on the correct URL.

Once you have loaded the portal, please enter your username and password - this will be provided by the PHN or Pen CS support.

Please note that you can't use an account that is associated with multiple practices for this process. If you are unsure if your account has access to more than one practice please contact our support team to confirm the type of your account.

	Login
pip	Username
_ _	Password
	Login
	Create a new user Forgot Password?

After successful log-on you will see an option to upload the PIP QI JSON file, click on 'Select File' to open your Windows Explorer and navigate to the JSON file.



Remember where you saved the file when you created it and open that location, click on the file and then on 'Open'

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Pictures	*				

Click on 'OK' to import the file.

Do you want to import the selected file?
OK Cancel JSON File)
Q Select File
Name: PIPQI_Report.json Size: 151.81KB Type: application/json
🔔 Upload

As the JSON file is small, the upload will not take long. Once it is completed, you will see the following screen:



If you experience any errors when uploading, make sure you have selected the correct file. If you have verified that the correct file was used, please contact the Pen CS support team for further assistance.