



UK Health
Security
Agency

Data quality dashboard User Guide

ICU Data Capture System

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Document History

Revision date	Author	Version	Changes
13/07/2018	Public Health England	1.0	-
29/04/2020	Public Health England	1.1	-
20/12/2024	William McMillan and Matt Wilson, UK Health Security Agency	1.2	<ul style="list-style-type: none">• Updated branding (PHE to UKHSA)• Updated screenshots

Using the Data Quality Dashboard

Introduction

There are up to three report dashboards available to users depending on their permissions and access to the system. The dashboards provide an overview of data on the system to direct user’s workflow and highlight outstanding actions. The available dashboards are:

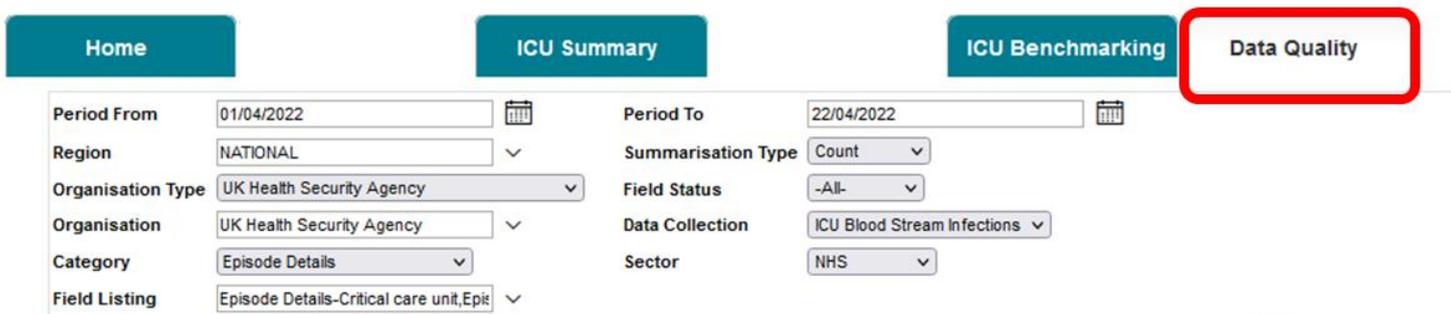
- Intensive Care Unit (ICU) Summary (summary of cases entered onto the system, data completeness)
- ICU Benchmarking (allows users to compare their organisation against other organisations in terms of rates and counts of reported cases)
- Data Quality (completeness of data entry of cases on the system)

Data Quality Dashboard

The data quality dashboard allows users to view data collection field completeness of cases. The report summarises data completeness of the various case capture tabs and/or of specified fields within these tabs. The number or percentage of fields with complete or incomplete (missing) responses, or a response of “unknown” is presented. Users can modify the report to show data for specific surveillance programmes and data field completion (such as Episode Details, Positive Blood Culture and so on) if required. From the report output it is possible to drill down to view the specific cases involved.

When first landing on the Data Quality Dashboard the parameter selections are hidden. To view and modify the available parameters, click on the small arrow above the report ([Figure 1](#)). The parameters can be hidden by clicking this arrow again.

Figure 1: Accessing the data completeness parameters screen



The parameters can be adjusted using the various drop-down menus available. An overview of the different report parameters on the Data Quality Dashboard can be found in [Table 1](#).

Table 1: Overview of the Report Parameters on the Data Quality Dashboard

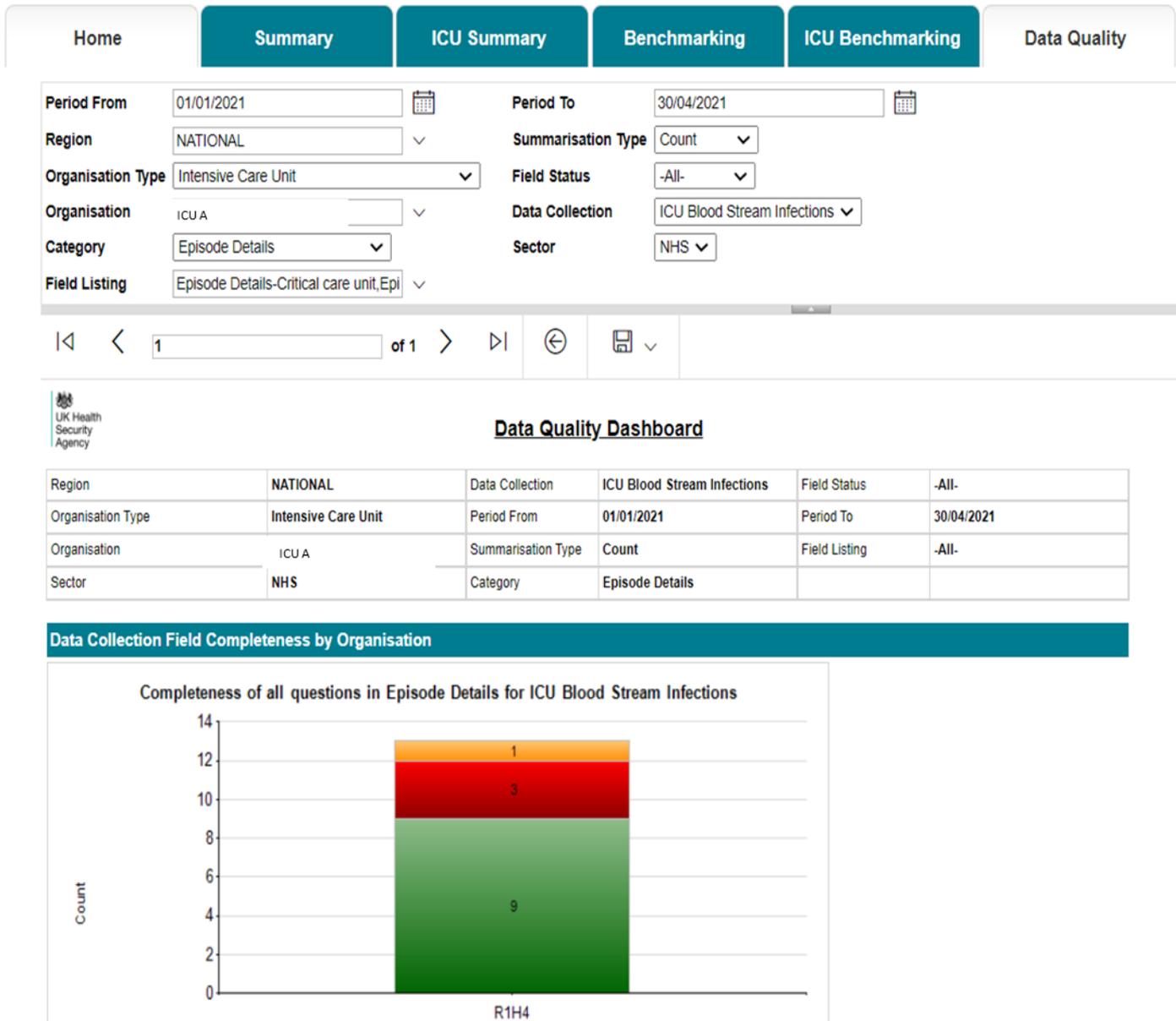
Parameter	Comment	Parameter Type	Note
Period From and Period To	Changes the time period the data is shown for	Date Selector	<p>The default value for 'Period To' is today's date.</p> <p>The default value for 'Period From' is dependent on today's date. If today's date is on or before the 15th of the current month, then the default value will be the first day of the previous month. If however today's date is after the 15th of the current month, then the default value will be first day of the current month.</p> <p>For example, if today's date is 13 July 2022 then the default value for 'Period From' will be 1 June 2022. If however today's date is 16 August 2022 then the default value for 'Period From' will be 1 August 20122</p>
Region	Changes the region that the data are presented for in this report.	Multi-select drop-down	<p>The default value is the user's region.</p> <p>Please note: options are limited to those regions that the user has permission to view data for.</p>

Parameter	Comment	Parameter Type	Note
Summarisation Type	Changes whether the data are presented in terms of a count or percentage.	Drop-down	The default value is count.
Organisation Type	Changes the organisation type the report displays the data by.	Drop-down	The default value is the organisation type that you are currently logged into the system as.
Field Status	Changes whether the data presented includes all fields or only those that are either complete/incomplete/unknown.	Drop-down	The default value is 'All'
Organisation	Changes the organisation for which this report presents data.	Multi-select drop-down Please note. The drop-down menu can be made larger, so that you can read the full name of the organisations, by clicking on and dragging the bottom right-hand corner to a wider point.	The default organisation will be the organisation that you are signed into the system as.
Data Collection	Changes which Data Collection the data is presented for in this report.	Drop-down	Options include 'ICU Blood Stream Infections', 'ICU Monthly Census', 'ICU Daily Census'

Parameter	Comment	Parameter Type	Note
Sector	Changes the sector for which this report presents data.	Drop-down	The default value will be 'NHS' for NHS organisations and 'Independent' for Independent Healthcare Providers.
Category	Changes the case capture tab that is presented in the report	Drop-down	The default value is 'Episode Details'. Other available options are 'Positive Blood Culture', 'Clinical symptoms', 'Repeat Positive Blood Culture', 'Treatment', 'CVC data', 'Source of Infection'
Field Listing	Changes the fields (questions) that are presented in the report.	Multi-select drop-down Please note. The drop-down menu can be made larger, so that you can read the full name of the organisations, by clicking on and dragging the bottom right-hand corner to a wider point.	Default value is 'All' Options that are available directly depend on selection of options in Data Collection and Category parameters.

Once relevant selections have been made, click the 'View Report' button (circled in [Figure 2](#)) to display the associated chart with your parameter selections applied.

Figure 2: Data quality report output



The report output shows either the count or percentage of records with a given status of completeness, for a given category (data entry tab) and selected subset of fields (questions) within that category. The green portion of the chart shows those records where the selected fields are complete, the red shows those records where fields are incomplete and yellow where the fields have been entered as 'Unknown'.

It is possible to drill down from the graph to individual record/s included in each of these segments. This is done by clicking on the relevant segment. This will take you to the Data Quality drill down sub report ([Figure 3](#)).

Figure 4: Data quality drill down to case capture screen

The screenshot displays the 'Manage Infection Episode' interface. At the top, there is a header bar. Below it, the main content area includes a form with the following elements:

- Manage Infection Episode** header.
- Data Collection:** A dropdown menu set to 'ICU Blood Stream Infecti'.
- ID:** A text field containing '0123456789'.
- Created Date:** A text field containing '10-Aug-2021'.
- Episode Details** section with five tabs, each with a green checkmark: 'Positive Blood Culture', 'Clinical Symptoms', 'Treatment', 'CVC Data', and 'Source of Infection'.
- Legend:** A blue information icon followed by text: 'Mandatory fields are marked with red asterisk (*)' and 'Mandatory for Sign Off fields are marked with red hash (#)'.
- Organisation Details *#** section with a dropdown menu set to 'ICU A'.
- Specimen Details *#** section with three fields: 'Specimen Date' (01/04/2021), 'Specimen Time' (empty), and 'Specimen No' (8888888).
- Patient Details *#** section (partially visible).

A green tick will appear in the tab label if a section is complete, if the tick is absent, some sections within require completion ([Figure 4](#)).

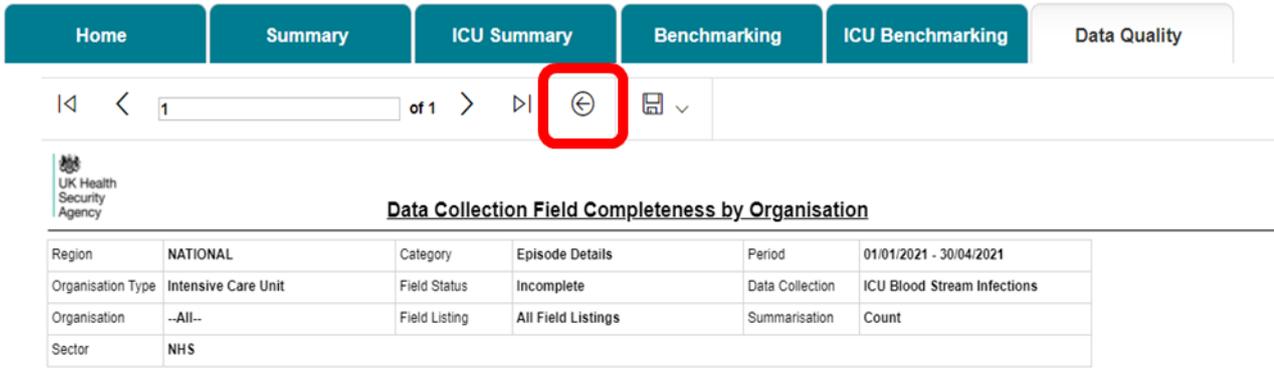
Figure 5: Exiting pop-up window

This screenshot is similar to Figure 4 but shows a different episode. The 'X' button in the top right corner of the teal header bar is highlighted with a red rectangle. The form fields are:

- Manage Infection Episode** header.
- Data Collection:** A dropdown menu set to 'ICU Blood Stream Infecti'.
- ID:** A text field containing '1144582'.
- Created Date:** A text field containing '03-Nov-2021'.
- Print** button.
- Episode Details** section with five tabs, each with a green checkmark: 'Positive Blood Culture', 'Clinical Symptoms', 'Treatment', 'CVC Data', and 'Source of Infection'.

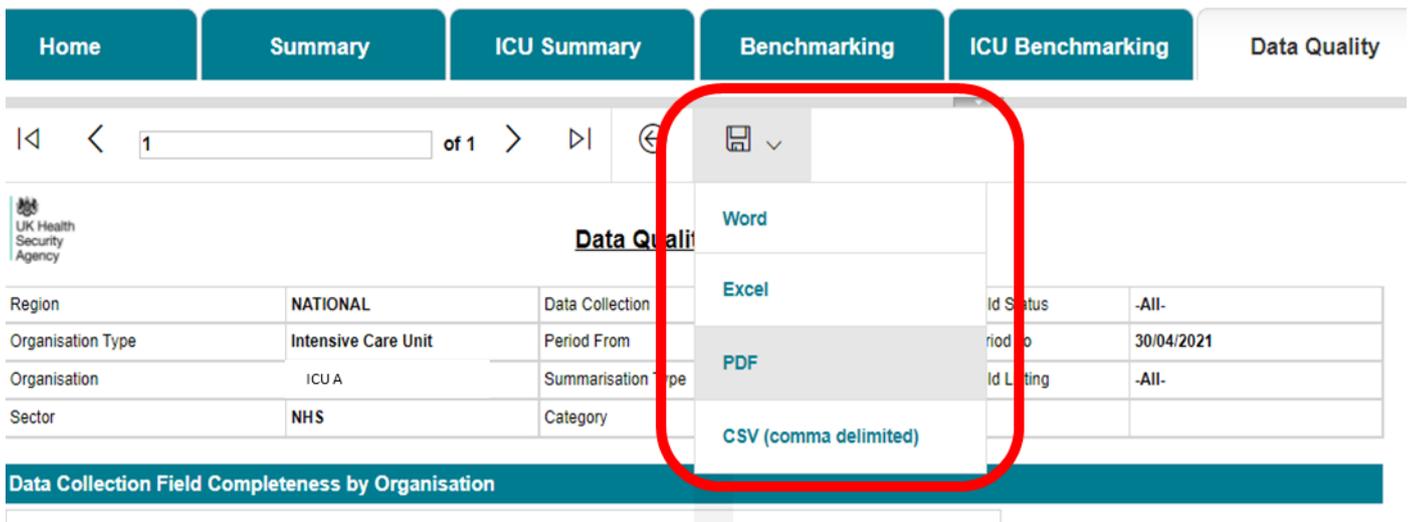
To return to the Main Data Quality Dashboard, click on the back arrow on the record drill down screen as highlighted in [Figure 6](#).

Figure 6: Data quality report drill down ‘Back Button’



After running the Data Quality Report with your selected parameters you can export the chart output by clicking the small disk icon above the graph ([Figure 7](#)). This provides a drop-down menu with a choice of file formats (CSV, Excel, PDF or Word). Click the format of your choice and follow the dialogue boxes to save the report.

Figure 7: Data quality dashboard ‘Export Button’



About the UK Health Security Agency

The UK Health Security Agency is an executive agency, sponsored by the [Department of Health and Social Care](#).

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Version 1.2

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Published: December 2024



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