

# Using the Internal Medicine Dashboards

Tableau Dashboards have been developed for Internal Medicine Quality and Utilization Measures. This tipsheet has instructions describing how to access and navigate the dashboards.

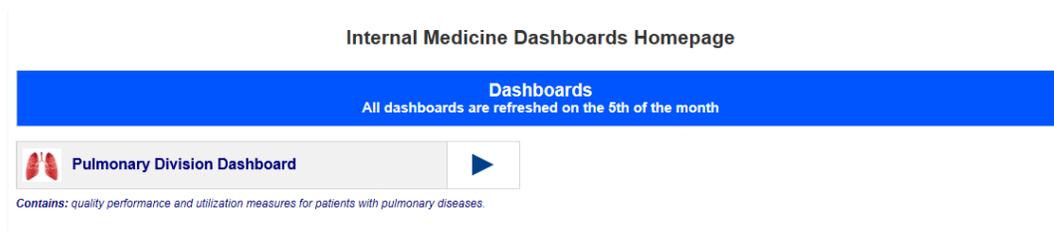


## Accessing the Tableau Dashboards

Tableau Dashboards are viewed using Internet Explorer. To open the web page that contains the dashboards homepage, go to the site below. We will also send you this link via email.

[https://tab.med.umich.edu/#/site/MCIT/views/InternalMedTableofContents/InternalMedicine?embed=yes&:toolbar=top&:showShareOptions=false&:tags=no&:display\\_count=no&:showVizHome=no#1](https://tab.med.umich.edu/#/site/MCIT/views/InternalMedTableofContents/InternalMedicine?embed=yes&:toolbar=top&:showShareOptions=false&:tags=no&:display_count=no&:showVizHome=no#1)

This dashboard is a landing page that will enable you to view all other Internal Medicine dashboards for which you have been granted access. For instance, to access the Pulmonary Division Dashboard, click on either the title or the arrow and another window will open displaying the Pulmonary Division Dashboard.



## Overview of the Dashboard Display

Tabs used to access the dashboards are displayed at the top of the web page. To open a dashboard for viewing, simply click on the tab. There are primary dashboards and supplemental dashboards. The primary dashboards have filters that allow you to select different measure groups, clinics, providers, etc. The supplemental dashboards are linked to the primary dashboards. While these dashboards can be accessed separately, the data that is displayed is based on filter selections in the primary dashboard. This will be explained in more detail below.



## Selecting and Unselecting Data to Display

Every primary dashboard has one or more filters that give users the ability to customize the data being viewed. Some are dropdowns that let you choose one data element from a list. Others are checkboxes that allow you to choose all or multiple data elements. You can also click on one item in a legend, or hold down the Ctrl key and click on multiple items and then click on the pen on the top right corner of the legend to filter the data you see in the view. Click on the legend item again to remove the filter or click anywhere in the white area on the dashboard to remove legend filters.

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## Selecting and Unselecting Data to Display (continued)

**Measure End Date**

Current Month ▼

Current Month

2017-02-28

**Measure Type**

(All)

Quality

Utilization

**Legend**

Higher Rate is Better

Lower Rate is Better

Note that filter values are dependant on selections made in other filters. That is, if you select a **Specialty** of General Medicine, then only the general medicine clinics will be displayed in the **Clinic Name** dropdown items. You can then select a smaller subset of clinics and the **Measure Group** options will be adjusted correspondingly.

**Specialty**

(All)

Allergy

Cardiology

Family Medicine

General Medicine

General Pediatrics

Geriatrics

---

**Clinic Name**

(All)

Briarwood Gen Med

Brighton Gen Med

Canton Gen Med

E. Ann Arbor Gen Med

Northville Gen Med

Saline Gen Med

Tipton Gen Med

If you make a selection and the display goes blank (generally this happens when you deselect all options in a filter), selecting at least one option in the filter(s) will restore the display.

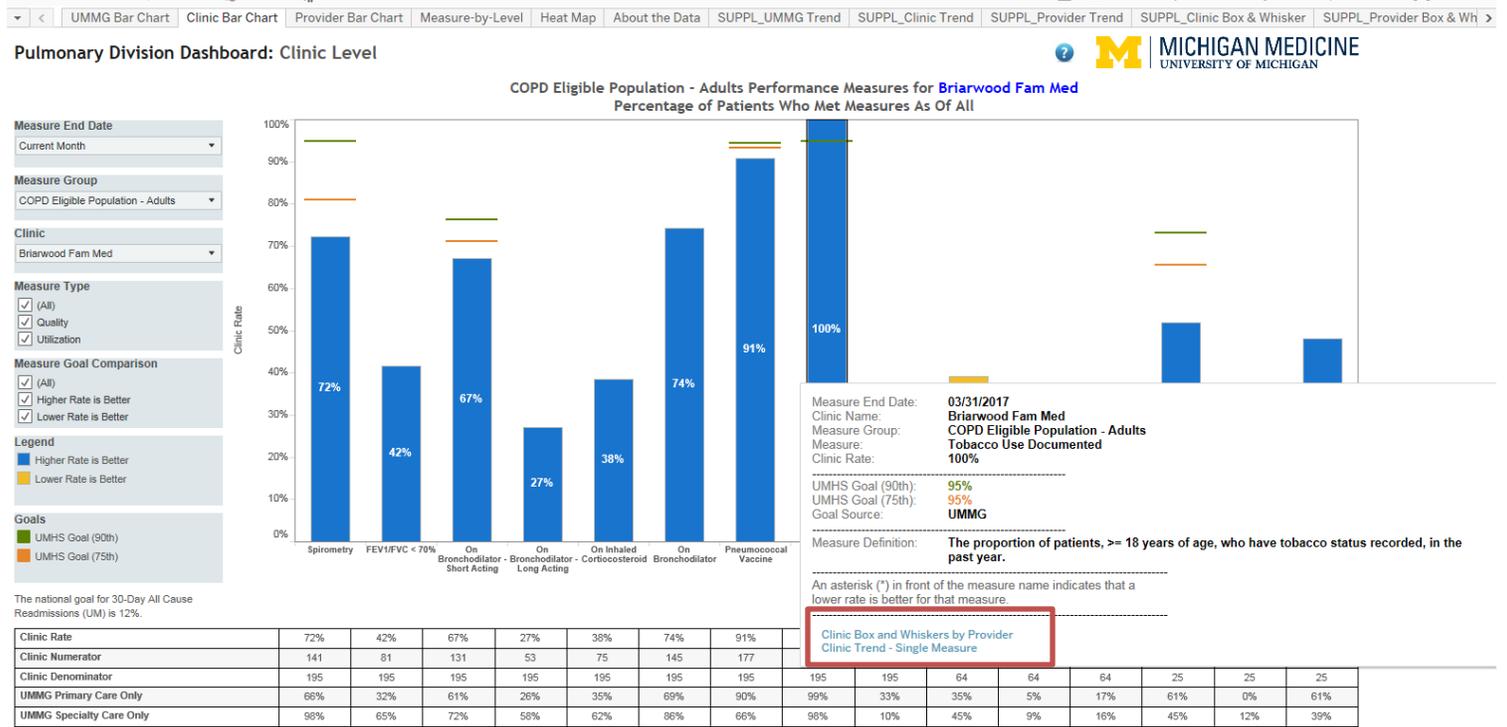
The **Measure-by-Level** dashboard is different from the others in that it also has a filter selection at the top of the display in addition to the filters on the left hand side. In this report, you select a **Chart Display Level** and then use the filters on the left to further refine the display. Note that when you select **By Specialty** in the top filter, the selections in the **Clinic Name** and **Provider Name** filters do not matter but at least one item must be selected. Similarly, when you select **By Clinic** in the top filter, the **Provider Name** will not impact the overall display but at least one provider must be selected.



## Viewing Additional Details in a Chart

Hovering the mouse (without clicking it) over a chart bar, a line segment, or a point will display a **Tool Tip** box with additional data or details about the item. If you see a blue link in the box (as in the **Clinic Trend - Single Measure** and **Clinic Box and Whiskers by Provider** shown in the red box below) you can click on it and drilldown to a more detailed view of the data.

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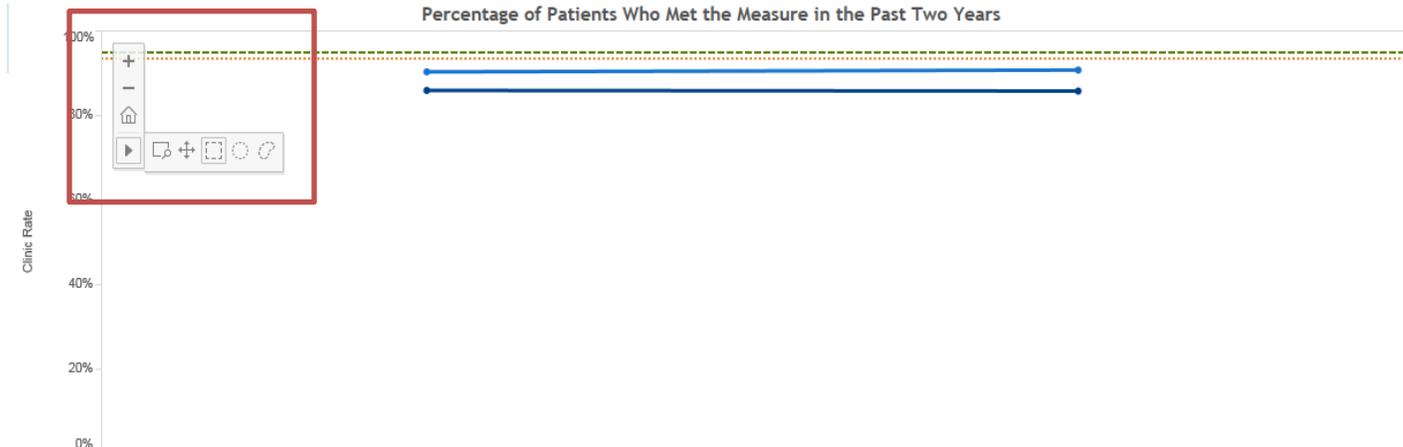


## Zooming in on Data

Tableau provides functionality to zoom in, zoom out, enlarge sections of the data and grab and move items on a chart. When you hover over a chart, you will see a set of icons appear on the left of the chart. In the screen shot below, we have moused over the **arrow** (bottom icon) to show the additional features available.

### hboard Trending Report: Clinic Level

COPD Eligible Population - Adults Pneumococcal Vaccine Measure  
for Briarwood Fam Med  
Percentage of Patients Who Met the Measure in the Past Two Years



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## Zooming in on Data (continued)

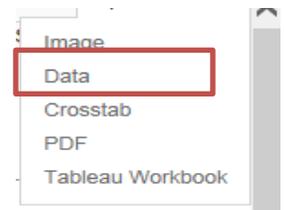
As is typical on web pages, clicking on the + (plus) sign zooms in on the display while clicking on the - (minus) signed zooms out on the display. Clicking on the home icon, returns the display to normal.

If you click on the first icon to the right of the arrow, your pointer will change to a plus sign and you can grab an area of the display to zoom in. Again, clicking on the home icon returns the display to normal.

The next icon, allows you to grab the screen and move the display (similar to what you see with maps on the web). The last three icons on the right aggregate the data across the data point selection.

## Viewing Underlying Data

You can view detailed rows of data by clicking on the **Download** button at the top right of your window and selecting the Data option. If you have one clinic or provider point selected on a chart you will see data for that clinic or provider only. If you select one metric in a bar chart, the view will only contain information for that one metric for one or more clinics and/or providers.



After selecting the Data option, a window will display showing the summarized information (as shown below). You can download this information to a.csv file by clicking on the **Download all rows as a text file** link. You can also click on the **Underlying** tab to see detailed information. Click on the **Show all columns** box to see data for all the fields in the table.

FOCUS_MSR	Forecast Indicator	Goal 75 Pctle	Goal 90 Pctle	Goal Source	INCENT_FLG	Measure	Measure Names	Metric Grouping	MONTH (A_MEAS_END_DATE)	PROV_NAME	Y_NOTES	AGG (Clinic Rate )	AGG (Clinic Rate )	AGG (Provider Rate )	AGG (Provider Rate )	AGG (UMM Rate )
N	Actual	0.8125	0.95	UMMG	N	Spirometry	Provider Rate	COPD Eligible Population - Adults	02/01/2017	Bartelme, Ricardo Roberto	The proportion of patients, >= 18 years of age, who have evidence of	Null	Null	Null	Null	Null

## Exporting Dashboards/Data

Note that Tableau Dashboards are meant to be viewed on the computer screen and, in general, are not meant to be printed/exported. There are, however, some options for exporting dashboards/ data as outlined below.

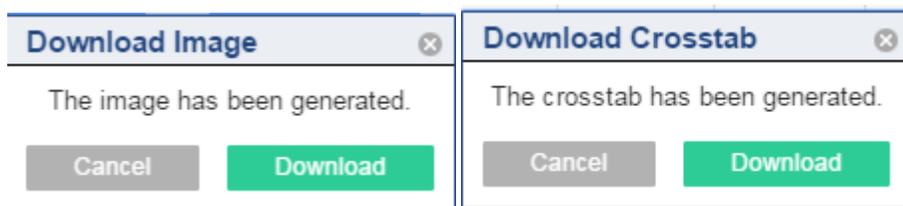
You can export the dashboards to an image, crosstab or pdf by clicking on the Download button. If you are viewing a dashboard and the Crosstab option is grayed out, click on a single item in the dashboard and the Crosstab option

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### Exporting Dashboards/Data (continued)

will become available. If you now click off the single item onto a whitespace area, you will be able to download all of the dashboard data that is currently displayed.

- **Image:** This option generates a screenshot of the information displayed in the tab as a png file. It then brings up a window as shown below where you can download and save the file or cancel the task. Clicking the **Download** button will prompt you to select which folder to save the file in and what to name it. The file is named the same as the tab you are viewing by default. Once it's downloaded, open the png file to view the image. You can also print the image to a pdf from the image viewer software you are using.
- **Data:** This option is used to view the underlying data of the object you have selected (see the **Viewing Underlying Data** section above for more information). There is also an option to export the data to a .csv file.
- **Crosstab:** This option generates a row-level view of the information, displayed in the tab, as a csv file. When you click on this option, a window opens, as shown below, where you can download and save the file or cancel the task. Clicking on the **Download** button will prompt you to select which folder to save the file in and what to name it. The file is named the same as the tab you are viewing by default, with a csv extension. Once it's downloaded, open the csv file to view the information.
- **PDF:** You can print the sheet/dashboard you are currently viewing, all the sheets in the dashboard (if there is more than one) or all the sheets in the workbook. You can also chose the page layout, paper size and scaling. Try exporting to pdf using various options until you find the combination of settings you prefer. UMHS Quality Analytics recommends using Landscape for the Layout, Letter for Paper Size, and At most 1 page wide for the Scaling.



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Questions?

Contact Linda Bashaw [lrbashaw@med.umich.edu](mailto:lrbashaw@med.umich.edu) with any questions.