

INSTRUCTIONS FOR RUNNING THE 2009 NATIONAL GPRA REPORT

These instructions provide specific information about the menu options you must choose in order to generate the correct output for the 2009 National GPRA Report. **(Please note that you will not be able to generate the correct 2009 report unless you have installed CRS Version 8.0, Patch 3.)**

To run your National GPRA "quarterly" report:

1. At the IHS/RPMS Clinical Reporting System menu, select **CI08** (CRS 2008).

```
*****
**      IHS/RPMS CLINICAL REPORTING SYSTEM (CRS)      **
*****
                          Version 8.0, Patch 3

                          DEMO INDIAN HOSPITAL

CI08  CRS 2008 ...
CI07  CRS 2007 ...
CI06  CRS 2006 ...
CI05  CRS 2005 ...
GP04  GPRA+ FY04 ...
GP03  GPRA+ FY03 ...
GP02  GPRA+ FY02 ...

Select IHS Clinical Reporting System (CRS) Main Menu Option:  CI08  CRS 2008
```

2. At the CRS 2008 menu, select **RPT** (Reports).

```
*****
**      IHS/RPMS CRS 2008      **
**      Clinical Reporting System      **
*****
                          Version 8.0, Patch 3

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RPT   Reports ...
SET   System Setup ...
AO    Area Options ...

Select CRS 2008 Option:  RPT  Reports
```

3. At the Reports menu, select **NTL** (National GPRA Reports).

```
*****
**   IHS/RPMS CRS 2008   **
**   Reports Menu       **
*****
Version 8.0, Patch 3

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NTL   National GPRA Reports ...
LOC   Reports for Local Use: IHS Clinical Measures ...
OTH   Other National Reports ...
TAX   Taxonomy Reports ...

Select Reports Option:  NTL  National GPRA Reports
```

4. At the National GPRA Reports menu, select **GP9** (2009 National GPRA Report).

```
*****
**   IHS/RPMS CRS 2008   **
**   National GPRA Reports **
*****
Version 8.0, Patch 3

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GP9   2009 National GPRA Report
GP    National GPRA Report
LST   National GPRA Report Patient List
NST   Create Search Template for National Patient List
FOR9  2009 GPRA Measure Forecast Patient List
FOR   GPRA Measure Forecast Patient List
FORD  GPRA Measure Forecast Denominator Definitions
CMP   Comprehensive National GPRA Patient List

Select National GPRA Reports Option:  GP9  2009 National GPRA Report
```

5. At the next screen, information about the report is displayed. Press **ENTER** to continue and taxonomies are checked. If the message "The following taxonomies are missing or have no entries" is displayed, you can exit by typing a (^) at any prompt until you return to the main menu and then follow the directions for taxonomy setup in the CRS User Manual. If the message "All taxonomies are present" appears, press **ENTER**.

IHS 2009 National GPRA Report

This will produce a National GPRA report for the 2009 GPRA year. You will be asked to provide the community taxonomy to determine which patients will be included. This report will be run for the Report Period July 1, 2008 through June 30, 2009 with a Baseline Year of July 1, 1999 through June 30, 2000. This report will include beneficiary population of American Indian/Alaska Native only.

You can choose to export this data to the Area office. If you answer yes at the export prompt, a report will be produced in export format for the Area Office to use in Area aggregated data. Depending on site specific configuration, the export file will either be automatically transmitted directly to the Area or the site will have to send the file manually.

Press enter to continue: ENTER

Checking for Taxonomies to support the National GPRA Report...

All taxonomies are present.

End of taxonomy check. PRESS ENTER: ENTER

6. Type the name of your community taxonomy or press Enter to accept the default taxonomy if it is the taxonomy used for GPRA reporting purposes. (If you don't know the community taxonomy, type two question marks (??) to see the entire list; for GPRA reporting purposes, the community should be the same as the site CHSDA, except in Oklahoma.)
7. Type **Y** at the "Do you wish to export this data to Area?" prompt.
8. Type **N** at the "Do you wish to create a HEIGHT/WEIGHT Output file?" prompt unless you want to create the local file for your facility's use. (NOTE: If you choose to create the file, you will then choose whether to store the data in one or multiple files. If you want to review the data in Microsoft Excel, choose the multiple files option. This option will ensure no records are truncated in the event there are more than 65,536 records, and it will create additional file(s) for the remaining data.)

Specify the community taxonomy to determine which patients will be included in the report. You should have created this taxonomy using QMAN.

Enter the Name of the Community Taxonomy: GPRA Community

Do you wish to export this data to Area? YES

Height and Weight data is contained in this report. Do you wish to create a file of all the heights and weights in this file? You can use this file to upload to another system like SAS or Microsoft ACCESS.

WARNING: This file can be very large as it contains 1 record for each height and weight taken on the patients in the active clinical population. This file may be too large for EXCEL. If you don't plan on using this data for a study some kind, please answer NO to the next question.

Do you wish to create a HEIGHT/WEIGHT Output file? N// NO

9. At the next prompt, you can select either **D** or **B**, depending on your Area preference. For an explanation of the output options, see page 84 of the CRS Version 8.0 User Manual.

SUMMARY OF NATIONAL GPRA REPORT TO BE GENERATED

The date ranges for this report are:

Report Period: Jul 01, 2008 to Jun 30, 2009
Previous Year Period: Jul 01, 2007 to Jun 30, 2008
Baseline Period: Jul 01, 1999 to Jun 30, 2000

The COMMUNITY Taxonomy to be used is: DEMO GPRA COMMUNITIES

Please choose an output type. For an explanation of the delimited file please see the user manual.

Select one of the following:

P Print Report on Printer or Screen
D Create Delimited output file (for use in Excel)
B Both a Printed Report and Delimited File

Select an Output Option: P// B Both a Printed Report and Delimited File

10. Select output type: S// **FILE** - delimited output will be written to a file in pub. Take the steps you normally use to finish running the report.

You have selected to create a delimited output file. You can have this output file created as a text file in the pub directory, OR you can have the delimited output display on your screen so that you can do a file capture. Keep in mind that if you choose to do a screen capture you CANNOT Queue your report to run in the background!!

Select one of the following:

S SCREEN - delimited output will display on screen for capture
F FILE - delimited output will be written to a file in pub

Select output type: S// F FILE - delimited output will be written to a file in pub.
Enter a filename for the delimited output (no more than 40 characters):

DemoHospGPRA041209

When the report is finished your delimited output will be found in the D:\PUB directory. The file name will be DemoHospGPRA041209.txt

NOTE: When you select Y at Export, the CRS software will automatically create a file that begins with "BG08" and has a filename extension with a number but no letter in the PUB directory (example: BG08505901.12). This file is different from any local files you may create, such as a delimited file. You will need to transmit this file to your Area Office for inclusion in the Area Aggregate report. (Make sure you double check the date of the file and select the most current file before sending

If you chose to create the height/weight file, it will automatically create a file that begins with "HW" in the PUB directory. Do not export this file to the Area Office.