



# penCS Data Tools Summary Guide

**USER GUIDES:** [help.pencs.com.au](http://help.pencs.com.au)

**HELPDESK SUPPORT:** email [HIU@qaihc.com.au](mailto:HIU@qaihc.com.au)

## MBS claimed elsewhere


- If an MBS Item has been claimed at another clinic, you are able to record that it has been claimed elsewhere and the date. This date will then be recorded and a notification will appear when they are eligible again for that item.
- You may need to call or login to Medicare to check whether the patient has had the item claimed elsewhere.
- You are able to remove the claimed elsewhere if entered by mistake.

ATSI Health Assessment - 715, 92004, 92016

Relevance Criteria: **ATSI descent**

Details: [MBS Online](#)

Last Claim Date: **No Billing History**

Minimum Claim Period  **Once Only**

[Claimed Elsewhere](#) [Defer](#)

## MBS eligibility

- Shows relevant Medicare items for the patient based on past history, age, gender, ethnicity and local billing history.
- Includes dates of last record of completion.
- Includes Recommendation (period of requirement) and Claim Eligibility (frequency of activity recommended).
- Shows claims ready for claiming, claims that could be claimed if related activities are completed and claims that are not relevant for the currently open patient record.
- Clicking on the activity expands to a link to view MBS Online for further information.
- Option to add in MBS Items claimed elsewhere.

MBS Items	Eligibility 	Settings
Relevant 		
715, 92004, 92016	ATSI Health Assessment	0/1 
Activity	Frequency	Action
ATSI Health Assessment	every 9 months	

## MBS settings

### MBS App > Settings

- By default, the Medicare minimum claim periods are selected, but can be changed to reflect the business rules at your clinic.
- If no changes are made to the MBS App settings, the default Medicare minimum claim periods are used.

Enabled	Title	Minimum Claim Period	Custom Frequency
<input checked="" type="checkbox"/>	ATSI H&A	1x	
<input checked="" type="checkbox"/>	ATSI Physical Check-up	1x	Per Calendar Year
<input checked="" type="checkbox"/>	ATSI Physical Services	1x	Per Calendar Year
<input checked="" type="checkbox"/>	45-49yr health assessment	1x	12m
<input checked="" type="checkbox"/>	Physician Health Assessment	1x	12m
<input checked="" type="checkbox"/>	Adults 50-64 Care	1x	12m
<input checked="" type="checkbox"/>	ATSI Health Assessment	1x	12m
<input checked="" type="checkbox"/>	Diabetes Care	1x	12m
<input checked="" type="checkbox"/>	GP Care	1x	12m
<input checked="" type="checkbox"/>	GP Special Health Plan Review	1x	12m
<input checked="" type="checkbox"/>	GP Mental Health Treatment Plan	1x	12m
<input checked="" type="checkbox"/>	GP Care	1x	12m
<input checked="" type="checkbox"/>	GP/Physio Care	1x	12m

## Indicated conditions with no diagnosis (CKD, COPD, diabetes, mental health, osteoporosis)

### Data Cleansing App > Indications

- For the indicated condition clicking on the item name will expand the item to show the rationale of the prompt.
- Status: whether the indicated problem has no diagnosis.
- Reason: likely reason for indicated diagnosis and date (based on test results, current prescriptions and other indicators).
- Action: Option to 'Edit in the clinical system' will give the user the option to jump to the past history window in the EMR or 'Confirm indicated condition does not exist' to stop notifications about indicated chronic problem for a patient
- Definitions/criteria used for indications can be found at [help.pencs.com.au/display/TUG/Appendix++Clinical+Details+of+Indications+Tab](http://help.pencs.com.au/display/TUG/Appendix++Clinical+Details+of+Indications+Tab)

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## Patient Health Summary (PHS)

- The PHS displays automatically when a patient record is open in the clinical system.
- A quick overview of patient history (useful for locums).
- Displays demographic details, allergies, current and past conditions, medications, immunisations, health risks, family history and encounters.

Recent Health Summary	
<b>Name</b> JOHN ANDERSON <b>DOB</b> 12/04/1950 <b>Gender</b> Female <b>Medical Status</b> Unchanged <b>Identity</b> Aboriginal <b>Medicare</b> 123456789 <b>Address</b> 1234567890 <b>Home Phone</b> 0123456789 <b>Work Phone</b> <b>Mobile</b> 0912345678 <b>Email</b> <b>Notes</b>	<b>Allergies</b> Allergy: Penicillin <b>Current Conditions</b> Condition: Diabetes <b>Past Conditions</b> Condition: Hypertension <b>Medications</b> Item: Insulin <b>Immunisations</b> Item: Influenza <b>Measurements</b> Item: Blood Pressure <b>Health Risk</b> Item: Family History <b>Family History</b> Item: Diabetes <b>Encounters</b> Item: ABC Clinic <b>Notes</b> Item: ABC Clinic

## Highlights missing clinical information

### Data Cleansing App > Clinical

- Flags missing clinical items—allergies, alcohol, smoking, height, weight, family history, immunisations, physical activity.
- Looks at missing clinical information and conditions entered as free text.

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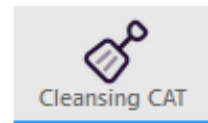
## Worksheets

- Diabetes SIP Items
- Co-morbidities



## Data cleaning

- Identifying missing demographics and clinical/accreditation items.
- Identifying duplicate patients
- Indicated conditions with no diagnosis (COPD, CKD, diabetes, mental health, osteoporosis)



**Data Cleaning**

Missing Demographics: Missing Clinical/Accreditation Items: Indicated CKD with No Diagnosis: Indicated Diabetes with No Dx

**Patient List page 1 of 131 (Count = 2000)**

Double-click a patient to open it in your clinical system (MIS: SP: Endmed).  
Click on Columns / Heading to sort

Surname	First Name	Date of Birth	Sex	Allergies	Height	Weight	Alcohol	Smoking	Assigned Provider
Surname_1004	Firstname_1004	01/01/1980	F	NKA	170.0	71.0	Non-Drinker	Never smoked	
Surname_1005	Firstname_1005	01/01/1980	M	NKA	185.0	81.0	Non-Drinker	Smoker	Surname_1
Surname_1006	Firstname_1006	01/01/1980	M	NKA	175.0	81.0	Non-Drinker	Never smoked	Surname_41
Surname_1007	Firstname_1007	01/01/1980	F	NKA	160.0	60.0	Non-Drinker	Smoker	
Surname_1008	Firstname_1008	01/01/1980	F	NKA	160.0	60.0	Non-Drinker	Never smoked	
Surname_1009	Firstname_1009	01/01/1980	M	NKA	170.0	80.0	Drinker	Smoker	
Surname_1010	Firstname_1010	01/01/1980	F	Recorded 100	160.0	60.0	Non-Drinker	Smoker	Surname_21
Surname_1011	Firstname_1011	01/01/1980	F	NKA	160.0	60.0	Non-Drinker	Never smoked	Surname_17

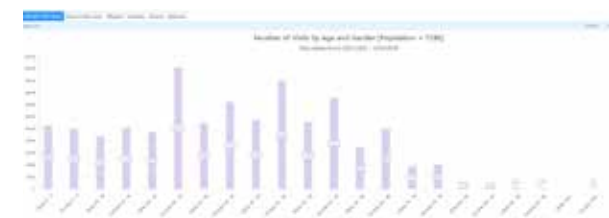
## Patient demographics

- Population pyramids and bar charts showing age/sex.
- Filter by Aboriginal/Torres Strait Islander/Aboriginal and Torres Strait Islander.



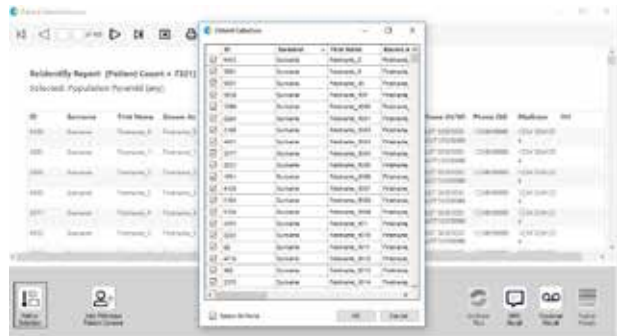
## Registrar CAT

- **Reports:** Number of visits by age and gender, Number of visits by disease, allergies, smoking, alcohol and measures (BMI/BP).
- **Filter:** "Any Visit to Provider" or "Assigned Provider".



## Patient lists

- Removing "Demo" data from your CAT4 database.
- Using add/withdraw patient consent for sharing data.



**Patient Lists**

Table showing patient lists. The table includes columns for Surname, First Name, Sex, DOB, and various clinical data points.

Surname	First Name	Sex	DOB	Diabetes	Respiratory	Cardiovascular	Musculoskeletal	Renal	Mental Health
Surname_1	Firstname_1	F	01/01/1980	1	0	0	0	0	0
Surname_2	Firstname_2	M	01/01/1980	0	0	0	0	0	0
Surname_3	Firstname_3	M	01/01/1980	0	0	0	0	0	0
Surname_4	Firstname_4	M	01/01/1980	0	0	0	0	0	0
Surname_5	Firstname_5	M	01/01/1980	0	0	0	0	0	0
Surname_6	Firstname_6	M	01/01/1980	0	0	0	0	0	0
Surname_7	Firstname_7	M	01/01/1980	0	0	0	0	0	0
Surname_8	Firstname_8	M	01/01/1980	0	0	0	0	0	0
Surname_9	Firstname_9	M	01/01/1980	0	0	0	0	0	0
Surname_10	Firstname_10	M	01/01/1980	0	0	0	0	0	0

## Data quality dashboard

- Based on RACGP data recommendations [help.pencs.com.au/pages/viewpage.action?pageId=1476496](http://help.pencs.com.au/pages/viewpage.action?pageId=1476496)

**Data Quality Dashboard**

Report Date: 01/01/2018 2:28 AM

Practice Name: Queensland Practice

Table showing data quality metrics. The table includes columns for Metric, Status, and Action.

Metric	Status	Action
Allergies and adverse reactions	91.74%	View All Status, Add Status
Medications	90.00%	View All Status, Add Status
Medical History	87.74%	View All Status, Add Status
Health Risk Factors	77.00%	View All Status, Add Status
Immunisations	74.00%	View All Status, Add Status
Relevant Family History	64.00%	View All Status, Add Status
Relevant Social History	50.00%	View All Status, Add Status
Non-Duplicate Patients	9.00%	View All Status, Add Status

## Filters and saved filters

- **Filter options:** general, ethnicity, conditions, medications, date range (results/visits), patient name, patient status, providers and risk factors.
- **Saved filters:** a shortcut for filtering data by multiple conditions, saves time and promotes consistency and use of data/reports within teams.

## Data "recipes"

Step-by-step guides on extracting your data/reports at [help.pencs.com.au/display/CR/CAT+RECIPES](http://help.pencs.com.au/display/CR/CAT+RECIPES):

- Improving the quality of care for your patients.
- Identifying patients at risk.
- Maximising your business potential.
- Improve data quality.
- Cross Tabulation – next level reporting.

## Release notes

- Updates/developments