GDSP: Program Development and Evaluation (PDES)

Slide 1 - Welcome

Slide notes: Welcome to the GDSP: Program Development and Evaluation course.

Click the Begin Course button or press Enter on your keyboard to start.

Slide 2 - Course Navigation

Slide notes: You can use the following buttons in the player to navigate this course.

- Click the Rewind button to replay the course.
- Click the Pause/Play button to pause the slide or to play the paused slide.
- Click the Back button to return to the previous slide.
- Click the Forward button at the end of each slide to move on to the next slide.
- Click the Mute button to mute the audio and then turn it back on, if required.
- Click the Closed Captioning button to view closed captions of the narrative audio.
- Click the Exit button to exit from the course.

You can also view completion status of the topics in the Table of Contents.

Please note at the end of each lesson, there will be a knowledge check to be completed before advancing to the next lesson.

Slide 3 - Course Introduction

Slide notes: The GDSP: Program Development and Evaluation course introduces an overview of day-to-day SIS activities for GDSP PDES staff.

While a specific functionality in SIS depends on a user's security accesses, this course introduces the common functionalities available to all PDES users.

Slide 4 - Course Objectives

Slide notes: On completion of this course, you will be able to:

- Understand the Patient and Case records
- Navigate to, run, download, and export BI reports

Slide 5 - Lesson Objectives

Slide notes: Welcome to the General Records lesson.

At the end of the lesson, you will be able to understand the Patient and Case records.

Slide 6 - GDSP Log in: Walkthrough

Slide notes: After you sign in using the steps previously covered in the SIS 2.0 General Functionality module, you will land on the Application selection window displaying your available application tiles.

As a PDES user, click the user app PNS - GDSP to access the landing page to begin.

Slide 7 - Introduce Patient Records

Slide notes: GDSP users will be able to navigate to and view the Patient records in SIS. To do this:

1. Navigate to the Specimens list view and either select the patient name from the list view or select the specimen record.
2. Select the patient name to navigate to the patient record.
3. If you know the patient name you can also perform a global or custom search to quickly access the record.

Slide 8 - View Patient Address: Walkthrough

Slide notes: Perform the following steps to view a Patient Address record:

1. On the summary tab, scroll down to the Patient Address card.
2. Double click the patient address from the card.
3. You will now see the full patient address details.

Slide 9 - Case Records

Slide notes: On the case record, you can view the following sections:

- Patient Details
- Case Details
- Appointments
- Services

Slide 10 - Knowledge Check 1

Slide notes: You have successfully completed this lesson. Let us check your knowledge with a quick quiz.

What are the options available to access a patient record?

Select the correct options.

Slide 11 - Lesson Objectives

Slide notes: Welcome to the BI Reports lesson.

At the end of the lesson, you will be able to navigate to, run, download, and export BI reports.

Slide 12 - Overview of BI Reports

Slide notes: You will be able to access BI Reports in SIS to view and take action as necessary. Available reports will be refreshed on the hour every hour.

To navigate to BI Reports, select BI Reports from the Left Navigation menu.

You will land on the BI Reports List Views page. Your default view should be the list view associated with your role which will contain reports available to you.

You can also set the default list view. The available reports specific to each user role are explained next.

Slide 13 - GDSP GDL Reports

Slide notes: The following BI reports are available to GDL users in SIS:

- TRFs Entered Missing Results After Overdue Days
- Count of Cases with Posted Results by Lab
- Specimens Turnaround Time Report

Slide 14 - GDSP Administrator Reports

Slide notes: The following BI report is available to GDSP Administrator users in SIS:

- Inadequate Specimens with Values Posted

Slide 15 - GDSP Lab Reports

Slide notes: The following BI reports are available to GDSP Lab users in SIS:

- NAPS Monthly Invoice Numbers by Lab
- cfDNA Monthly Invoice Numbers by Lab
- Count of Cases with Posted Results by Lab
- Specimens Awaiting TRF Data Entry Report
- TRFs Entered Missing Results After Overdue Days

Slide 16 - GDSP Leads Reports

Slide notes: The following BI report is available to GDSP Leads users in SIS:

- Count of Headline Cases

Slide 17 - View BI Reports – SIS Export: Walkthrough

Slide notes: You can view BI reports for further review and utilize them for necessary purposes. Perform the following steps to view BI Reports in SIS 2.0:

1. Hover in the first column of the report you wish to view from the list of BI reports.
2. Click the empty Radio button to select a report.
3. Click the Export Selected Records button to export the report.
4. The report will download to your local machine for offline review, manipulation, and utilization in Microsoft Excel. You will be unable to view the reports directly in the SIS application.

Please Note: If you click the hyperlinked Report Name in the list view, Microsoft Power BI will open online in a new tab containing the report. From here, you will have options to view and manipulate the report. BI reports are archived by GDSP for past version access.

Slide 18 - View BI Reports – Power BI: Walkthrough

Slide notes: Perform the following steps to export the report contents to Excel and PDF format using Power BI:

1. Click the Export button on Power BI Report tab that displays the report. Power BI offers other export formats, but the report has only been formatted for PDFs and Excel documents.
2. Once you click on any of the export formats, the export will be ready to be downloaded and saved to your local machine for offline review and utilization.

Slide 19 - Knowledge Check

Slide notes: You have successfully completed this lesson. Let us check your knowledge with a quick quiz.

Which of the following forms can BI reports be viewed in?

Select the correct options.

Slide 20 - Course Summary

Slide notes: Let's summarize. Here are the key takeaways of the course.

Slide 21 - Thank You

Slide notes: You have completed this course. Press the Exit button to leave the course.