ILPQC IPAC
REDCAP DATA SYSTEM TRAINING

REDCap
Research Electronic Data Capture
Introductions

- Please enter for yourself and all those in the room with you viewing the webinar into the chat box your:
  - Name
  - Role
  - Institution
- If you are only on the phone line, please be sure to let us know so we can note your attendance.
Call Overview

• What is the ILPQC/Data System (REDCap)?
• Accessing REDCap
• Overview of ILPQC IPAC REDCap Data Form
• Data Collection Timelines (Baseline & Prospective Data)
• Questions from you
ILPQC DATA SYSTEM
ILPQC: Three Pillars Support Quality Improvement Success
ILPQC: Three Pillars Support Quality Improvement Success
• REDCap is the platform for data entry
• Currently hosted on a site called “healthlnk”
• Rapid-response data reports will be available in the Fall for teams to quickly review real-time data via a web-based portal
Data is yours!

- ILPQC manages the rapid-response data system, but the data systems is for your team to use to implement change
  - Share success with others at your hospital
  - Review areas that you still need to work on and use data to plan your quality work for the next month and compel others on your team to work for change
  - Compare your hospital progress over time with aggregate data of all ILPQC IPLARC teams
ACCESSING REDCAP
REDCAP ACCESS

- REDCap access was provided for all team members for which access was needed as indicated on the IPAC roster form.
- If you need access please email Danielle at danielle.young@northwestern.edu or info@ilpqc.org.
Key Steps to Access REDCap

1. Add https://redcap.healthInk.org to your bookmarks bar on your computer

2. Use your username & password to log in. Please email redcap@healthInk.org or info@ilpqc.org if you have trouble logging in
REDCap Interface Overview

REDCap Log In Page [https://redcap.healthlnk.org](https://redcap.healthlnk.org)
REDCap Interface Overview

REDCap Landing Page After Logging in

REDCap “My Projects” Landing Page
(your landing page will only list the projects for which you have access)
Participating in Multiple ILPQC Initiatives?

**STEP 1: Create Folders**
- **My Folders:** MNO
- Add

**STEP 2: Assign Projects To Folders**
- Select a folder
- Hide projects already assigned
- Hide archived projects
ILPQC IPAC DATA FORM OVERVIEW
# Short Monthly Data Form to drive QI change at your hospital

<table>
<thead>
<tr>
<th>Question</th>
<th>Answers/Format</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. For which month are you reporting? (month)</td>
<td>Month/year:____________</td>
</tr>
<tr>
<td><strong>Structure Measures</strong></td>
<td></td>
</tr>
</tbody>
</table>
| 2. What stakeholders do you have on your hospital QI team to date? (check all that apply) | 1. Administration  
2. Nursing  
3. OB provider champion  
4. Postpartum care site liaison  
5. Social Work  
6. Other:________________ |
| 3. Communicate recommendation/strategy for early postpartum visit and obtain buy-in with OB providers/outpatient care sites (e.g., share ILPQC OB provider/outpatient care site packet) | a. Have not started  
b. Working on it  
c. In place |
| 4. Does your team have a system in place to facilitate scheduling early postpartum visits with affiliated prenatal care sites prior to hospital discharge? | a. Have not started  
b. Working on it  
c. In place |
| 5. Does your team have patient education materials selected/created to disseminate to patients prior to hospital discharge? | a. Have not started  
b. Working on it  
c. In place |
| a. Benefits of early postpartum care                                  |                         |
| b. Postpartum early warning signs and how to seek care                 |                         |
| c. Benefits of pregnancy spacing and options for outpatient family planning |                         |
| 6. Does your team have a system in place for educating inpatient providers and nurses on the benefits of early pp visit/maternal health safety check and strategies to facilitate scheduling early pp visit prior to hospital discharge? | a. Have not started  
b. Working on it  
c. In place |
| 7. Does your team have a system in place for communication with all affiliated obstetric providers and outpatient care sites the benefits of early pp visit, key components of the maternal health safety check and education on billing and coding for this visit? | a. Have not started  
b. Working on it  
c. In place |
| **Process Measures**                                                   |                         |
| 8. % of providers educated on optimizing early postpartum care         | a. 10%  
b. 20%  
c. 30%  
d. 40%  
e. 50%  
f. 60%  
g. 70%  
h. 80%  
i. 90%  
j. 100% |
Structure Measures
help you track your implementation of systems/capacity changes

• Communicate recommendation/strategy for early postpartum visit and obtain buy-in with OB providers/ outpatient care sites (ie. share ILPQC OB provider/outpatient care site packet)

• System in place for facilitating scheduling early postpartum visits with affiliated prenatal care sites before hospital discharge

• Patient education materials selected with system to provide/review with patients before hospital discharge

• Reports will display your progress in red/yellow/green (not started, started, completed)
Process Measures help you track your implementation of clinical practices towards culture change

- % of Physician and midwife educated on IPAC
- % of Nurse, lactation consultant, and social worker educated on IPAC

Outcome Measures help you track your progress towards changing the health status of patients

- # of deliveries for the month
- Random sample of 10 deliveries report
  - # early postpartum follow-up plan/counseling documented prior to hospital discharge
  - # early postpartum visits scheduled and documented prior to hospital discharge
  - # patient with documentation of standardized postpartum patient education prior to hospital discharge
How to find the data

• Use baseline readiness survey to identify where your team is at to start

• **Structure and Process Measures**: Track measures using paper data forms at your hospitals monthly IPAC QI team meetings to monitor progress
Data Form Questions
Outcome measures

a) #___ patients with early postpartum follow-up plan / discussion documented prior to hospital discharge

b) #___ of patients with early postpartum visits scheduled prior to hospital discharge

Of patients who did not have an early postpartum visit scheduled prior to hospital discharge, what was the reason the early PP visit wasn’t scheduled?

   i) #___ patient declined to schedule at this time
   ii) #___ early PP visit discussion not documented
   iii) #___ patient postpartum care site/provider not participating in early postpartum visits
   iv) #___ other (write in) _____________

c) #___ of patient who received standardized pp patient education prior to hospital discharge (benefits of early pp care visit, pp early warning signs, and benefits of pregnancy spacing).

   i) #___ benefits of early pp care visit
   ii) #___ pp early warning signs /how to seek care
   iii) #___ benefits of pregnancy spacing
Steps for entering data

• Click “IPAC” or “Add/Edit Records”
• Click “Add New Record”
• Enter data, using paper data form as a guide
  – Best practice to keep both a paper data form and an electronic record, but please do what works best for you and your team.
• Watch out for branching logic and double check for common data entry errors
• Select “complete” and save record
Add/Edit Record

![Screenshot of REDCap interface with an arrow pointing to the 'Add/Edit Records' option.](image-url)
Add/Edit Records

[Image of REDCap interface with highlights on Add/Edit Records and ILPQC IPAC]

ILPQC Illinois Perinatal Quality Collaborative
Add New Record

ILPQC IPAC

You may view an existing record/response by selecting it from one of the drop-down lists below. The records are separated into each drop-down list according to their status for this particular data collection instrument. To create a new record/response, click the button below.

Total records: 0

Incomplete Records (0)

Complete Records (0)

Add new record

Data Search

Choose a field to search
(excludes multiple-choice fields)

Search query

Begin typing to search the project data, then click an item in the list to navigate to that record.
Edit Record

ILPQC IPAC

You may view an existing record/response by selecting it from one of the drop-down lists below. The records are separated into each drop-down list according to their status for this particular data collection instrument. To create a new record/response, click the button below.

Total records: 0

Incomplete Records (0) — select record —

Complete Records (0) — select record —

Add new record

Data Search

Choose a field to search (excludes multiple-choice fields)

Search query

Begin typing to search the project data, then click on an item in the list to navigate to that record.
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Total records: 0

Incomplete Records (0)  Complete Records (0)

Add new record

Data Search

Choose a field to search (excludes multiple choice fields)

Search query

Begin typing to search the project data, then click an item in the list to navigate to that record.

record_id (Record ID)

other_qi_team (If other, please specify)

delivers (Number of deliveries this month)

earlypp_talk (Please specify the number of patients with early postpp) earlypp_vists (Please specify the number of patients with early postpp)

other_notvist (If other, please specify:)

delay_schedule (If patients declined to schedule at the time, please;

ppvisit_notdiscussed (If early PP visit discussion not documented, please;

ppvisit_notparticipate (If postpartum care site/provider not partipa;

received_benefits (Please specify the # of patients who received IPAC)

received_warning (Please specify # of patients who received IPAC edu;

received_spacing (Please specify the # of patients who received IPAC)
<table>
<thead>
<tr>
<th>Question</th>
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<tr>
<td>Structure Measures</td>
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<td>2. What stakeholders do you have on your hospital QI team to date?</td>
<td>1. Administration</td>
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<td></td>
<td>3. OB provider champion</td>
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<td></td>
<td>4. Postpartum care liaison</td>
</tr>
<tr>
<td></td>
<td>5. Social Work</td>
</tr>
<tr>
<td></td>
<td>6. Others:</td>
</tr>
<tr>
<td>Communication and strategy for early postpartum visit and obtain buy-in with OB providers/outpatient care sites (e.g., share ILPQC OB provider/outpatient care site packet)</td>
<td>a. Have not started</td>
</tr>
<tr>
<td></td>
<td>b. Working on it</td>
</tr>
<tr>
<td></td>
<td>c. In place</td>
</tr>
<tr>
<td>Does your team have a system in place to facilitate scheduling early postpartum visits with affiliated prenatal care sites prior to hospital discharge?</td>
<td>a. Have not started</td>
</tr>
<tr>
<td></td>
<td>b. Working on it</td>
</tr>
<tr>
<td></td>
<td>c. In place</td>
</tr>
<tr>
<td>Does your team have patient education materials selected/created to disseminate to patients prior to hospital discharge?</td>
<td>a. Benefits of early postpartum care</td>
</tr>
<tr>
<td></td>
<td>b. Working on it</td>
</tr>
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<td></td>
<td>c. In place</td>
</tr>
<tr>
<td></td>
<td>b. Postpartum early warning signs and how to seek care</td>
</tr>
<tr>
<td></td>
<td>a. Have not started</td>
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<td>b. Working on it</td>
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<td></td>
<td>c. Benefits of pregnancy spacing and options for outpatient family planning</td>
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<td></td>
<td>a. Have not started</td>
</tr>
<tr>
<td></td>
<td>b. Working on it</td>
</tr>
<tr>
<td></td>
<td>c. In place</td>
</tr>
<tr>
<td>6. Does your team have a system in place for educating inpatient providers and nurses on the benefits of early pp visit/maternal health safety check and strategies to facilitate scheduling early pp visit prior to hospital discharge?</td>
<td>a. Have not started</td>
</tr>
<tr>
<td></td>
<td>b. Working on it</td>
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<td></td>
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</tr>
<tr>
<td>Does your team have a system in place for communication with all affiliated obstetric providers and outpatient care sites the benefits of early pp visit, key components of the maternal health safety check and education on billing and coding for this visit?</td>
<td>a. Have not started</td>
</tr>
<tr>
<td></td>
<td>b. Working on it</td>
</tr>
<tr>
<td></td>
<td>c. In place</td>
</tr>
<tr>
<td>Process Measures</td>
<td></td>
</tr>
<tr>
<td>8. % of providers educated on optimizing early postpartum care</td>
<td>a. 10%</td>
</tr>
<tr>
<td></td>
<td>b. 20%</td>
</tr>
<tr>
<td></td>
<td>c. 30%</td>
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<tr>
<td></td>
<td>d. 40%</td>
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<tr>
<td></td>
<td>e. 50%</td>
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<td>f. 60%</td>
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<td>g. 70%</td>
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<td>h. 80%</td>
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<tr>
<td></td>
<td>i. 90%</td>
</tr>
<tr>
<td></td>
<td>j. 100%</td>
</tr>
</tbody>
</table>

### Outcome Measures

<table>
<thead>
<tr>
<th>9. % of nurses educated on optimizing early postpartum care</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>a. 10%</td>
<td>f. 60%</td>
</tr>
<tr>
<td></td>
<td>b. 20%</td>
<td>g. 70%</td>
</tr>
<tr>
<td></td>
<td>c. 30%</td>
<td>h. 80%</td>
</tr>
<tr>
<td></td>
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<td>i. 90%</td>
</tr>
<tr>
<td></td>
<td>e. 50%</td>
<td>j. 100%</td>
</tr>
</tbody>
</table>

### 10. Number of deliveries this month

**Available on ilpqc.org/IPAC or by clicking here**
ILPQC IPAC

Adding new Record ID 1

Record ID 1

For which month are you reporting?
* must provide value

Structure Measures

What stakeholders do you have on your hospital QI team to date?
Check all that apply.
* must provide value

Has your team communicated the recommendation/strategy for early postpartum visit to obtain buy-in with OB providers/outpatient care sites (e.g., share ILPQC OB provider/outpatient care site packet)?
* must provide value

Does your team have a system in place to facilitate scheduling universal early postpartum visits with affiliated prenatal care sites prior to hospital discharge?
* must provide value

Has your team standardized a system to provide all patients recommended IPAC patient education materials prior to hospital discharge?
* must provide value

Does your team have a system in place for educating inpatient providers and nurses on the benefits of early pp visit/maternal health safety check. key components and strategies to facilitate scheduling early pp visit prior to hospital discharge?
* must provide value

Does your team have a system in place for communication with all affiliated obstetric providers and outpatient care sites the benefits of early pp visit. key components of the maternal health safety check and education on billing and coding for this visit?
* must provide value

Process Measures

% of providers educated on optimizing early postpartum care:
* must provide value

% of nurses educated on optimizing early postpartum care:
* must provide value

Outcome Measures

Number of deliveries this month:
* must provide value

Begin by systematically selecting 10 delivery charts.
Branching Logic

• When certain responses are selected, a second question appears.
### Different Icons

**What stakeholders do you have on your hospital QI team to date?**
Check all that apply.

* must provide value

<table>
<thead>
<tr>
<th>Stakeholder</th>
<th>Selection Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>![Checkbox]</td>
</tr>
<tr>
<td>Nursing champion</td>
<td>![Checkbox]</td>
</tr>
<tr>
<td>OB provider champion</td>
<td>![Checkbox]</td>
</tr>
<tr>
<td>Postpartum care site liaison</td>
<td>![Checkbox]</td>
</tr>
<tr>
<td>Social Worker</td>
<td>![Checkbox]</td>
</tr>
<tr>
<td>Other</td>
<td>![Checkbox]</td>
</tr>
</tbody>
</table>

**Does your team have a system in place to facilitate scheduling universal early postpartum visits with affiliated prenatal care sites prior to hospital discharge?**

* must provide value

- ![Circle] = Have not started
- ![Circle] = Working on it
- ![Circle] = In place

○ Circle = only one response may be selected
Different Icons

- Circle = only one response may be selected
- Box = more than one response may be selected
Avoid Common Data Entry Mistakes

If you select an item, make sure to add the appropriate response in the box that will pop up below.

Of patients who did not have an early postpartum visit scheduled prior to hospital delivery discharge, what was the reason the early PP visit wasn't scheduled?

* must provide value

If early PP visit discussion not documented, please specify # of patients this applies to in the sample:

* must provide value
Avoid Common Data Entry Mistakes

• Make sure you enter the correct hospital ID
• Do not enter a patient’s medical record number
• If you do not know your hospital ID, please email danielle.young@northwestern.edu
Avoid Common Data Entry Mistakes

- Make sure to select the appropriate month (double check the year)
### Outcome Measures

**Number of deliveries this month:**

* must provide value

---

**Begin by systematically selecting 10 delivery charts.**

First, divide the total number of live births occurring at your facility in a given month by 10 and then select every nth chart where n is the result of that division.

**Example 1:** If your hospital has 102 births in a month, then divide 102 by 10=10.2 and you will select every 10th birth for that month.

**Example 2:** If your hospital has 28 births in a month, then 28 divided by 10 is 2.8 and you will select every 2nd birth for that month.

**Review this random sample of charts and record the number of charts (0-10) with the information documented:**

Please specify the number of patients with early postpartum visit discussion documented during delivery admission:

* must provide value

Please specify the number of patients with early postpartum visits scheduled prior to hospital discharge after delivery:

* must provide value
Total # of deliveries for the month

= 20
10 Random Chart Patient Sample

Total # of deliveries for the month

\[
20 \div 10 = 2 \rightarrow \text{Review every } 2^{\text{nd}} \text{ delivery for the month}
\]
10 Random Chart Patient Sample

Total # of deliveries for the month

\[
20 \div 10 = 2 \rightarrow \text{Review every 2}^{\text{nd}} \text{ delivery for the month}
\]
10 Random Chart Patient Sample

• Order prenatal care patients/deliveries by birthday, last name, or variable of your choice
• Round down (if 28 births/month divided by 10 = 2.8, round down to report every 2nd birth.)
Close Out and Save the Form

Select the appropriate status for your form. Most forms will be marked as “complete.”

Don’t forget to save!
### When and how often to submit the data?

<table>
<thead>
<tr>
<th>Data Collection Form(s) Name</th>
<th>IPAC Data</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baseline data collection</td>
<td>Q4 2018</td>
</tr>
<tr>
<td>Data Due Date</td>
<td>Baseline data due August 31</td>
</tr>
<tr>
<td>Data Collection Start</td>
<td>June 2019</td>
</tr>
<tr>
<td>Data Due Date</td>
<td>June–July due August 31st</td>
</tr>
<tr>
<td>Who/what are we collecting data on?</td>
<td>Track your QI work: patient and provider education, protocol implementation, mapping resources, process flow etc.</td>
</tr>
</tbody>
</table>
IPAC Webpage and Toolkit are LIVE

www.ilpqc.org/ipac
# IPAC Toolkit

1. Initiative Resources
   - 10 Steps to Getting Started with the ILPQC Improving Postpartum Access to Care Initiative
   - Improving Postpartum Access to Care Aims and Measures
   - Improving Postpartum Access to Care Making Change Happen
   - Improving Postpartum Access to Care Data Form
   - Improving Postpartum Access to Care Key Drivers Diagram
   - Improving Postpartum Access to Care Readiness Survey for QI Teams
   - Example Process Flow for Scheduling Early Postpartum Visits
   - Plan-Do-Study-Act Worksheet
   - 30-60-90 Day Plan Worksheet

2. Communicating and obtaining buy-in regarding need for early postpartum visit

3. Tools for implementing universal early postpartum visits scheduled prior to hospital discharge

4. Tools for outpatient providers to optimize early postpartum visit/maternal health safety check

5. Billing/coding strategies for reimbursement of IPAC

6. Resources for provider/nurse education

7. Resources for patient education regarding IPAC

*The resources provided in this toolkit are examples, for informational purposes only and not meant to be prescriptive. The exclusion of a resource, program or website does not reflect the quality of that resource, program or website. Note: website and URLs are subject to change.*
Next Steps

• Ensure all team members who need REDCap access are able to access the data form.
• Data Form opened June 20, 2019 for those who had requested REDCap access.
• Email info@ilpqc.org or danielle.young@northwestern.org with any questions.
Questions?