

QUALITY IMPROVEMENT

Guide - Data Cleansing

The Cleansing CAT allows the easy identification of critical missing patient data by providing a set of predefined report. These reports provide data that would otherwise require multiple filter selections and recalculation.

This guide uses CAT4 to identify inactive and duplicate patients, patients with no DOB or gender recorded, as well as missing accreditation items from your practice software.

You may have some differences to the as the below images on your system, as these pictures are from a demonstration application only.

Login Pen CS CAT4 → Show extracts → select most recent → View filter

The screenshot shows the 'Pen CS CAT4 - CAT4' application window. The top menu includes File, Edit, View, Tools, Data Submission, Prompts, and Help. The main area displays a list of extracts on the left and a 'Filter' panel on the right. The filter panel includes sections for Gender, DVA, Health Cover, Age, Patient Status, Providers, Risk Factors, MBS Attendance, and Saved Filters. Below the filter panel, a 'Demographic Breakdown by Age' chart is visible, showing a population of 37 with 16 females and 19 males. The chart includes a legend for Female (pink) and Male (blue) and a bar chart showing the distribution across age groups.

Archive Inactive patients within clinical software

Clear filters → Filter → Visits tab → Has not visited in last, choose 36mths if avail → Recalculate
Select all → Export/Print (Option to select No age tick box)

This screenshot shows the 'Filter' panel in the Pen CS CAT4 - CAT4 application. The 'Filter' tab is selected, and the 'Visits' sub-tab is active. The 'Has Not Visited in last' filter is set to 0 months. The 'Activity' section is checked for 'Active (3x in 2 yrs)'. The 'No Age' checkbox is checked. The 'Export' and 'Print' buttons are visible at the bottom right of the filter panel.

Identify and merge duplicate patients

Clear filters ➔ No age ticked ➔ Activity filter (3 x in 2 years) ➔ Data Quality tab ➔ Duplicate Name Patient Report tab ➔ Recalculate ➔ Export/Print

Best Practice, Live Database; Extract Date: 12/05/2021 3:09 PM

Ethnicity **Data Quality** Data Cleansing Allergies Smoking Alcohol Measures Pathology Disease Screening Comorbidities Medications Diabetes SIP Items CKD Musculoskeletal CV Event Risk CHA₂DS₂

CDSA Patient Data Report

Data Quality Dashboard Data Completeness Report Data Completeness Patient Graph **Duplicate Number Patient Report** Duplicate Name Patient Report

1 of 1 Find | Next

Duplicate Number Patient Report Report Date: 12/05/2021 3:09 PM
Practice Name: West Vic PHN

Match on ANY of: Medicare number, HCC number or DVA number

Identify and Update patients with no DOB recorded

Clear filters ➔ Tick No age option ➔ Recalculate ➔ Export/Print

Best Practice, Live Database; Extract Date: 12/05/2021 3:09 PM; Filtering By: Age Missing

Missing Demographics Missing Clinical/Accreditation Items Indicated CKD with No Diagnosis Indicated Diabetes with No Diagnosis Indicated Mental Health with No Diagnosis Indicated COPD with No Diagnosis

Patient List Export Page No. 1 Go

Double-click a patient to open it in your clinical system (MD, BP, Zedmed).
Click on Column Heading to sort

Surname	First Name	Date of Birth	Sex	Address	Suburb	Postcode	Home Phone	Work Phone	Mobile Phone	Assigned Provider
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Identify and update patients with no gender recorded

Clear filters ➔ Cleansing CAT view ➔ Select gender Not stated ➔ Recalculate ➔ Missing demographics report ➔ Export/Print

Best Practice, Live Database; Extract Date: 12/05/2021 3:09 PM; Filtering By: Not Stated

Data Cleansing Missing Demographics Missing Clinical/Accreditation Items Indicated CKD with No Diagnosis Indicated Diabetes with No Diagnosis Indicated Mental Health with No Diagnosis Indicated COPD with No Diagnosis

Patient List [Count = 2] Export Page No. 1 Go

Double-click a patient to open it in your clinical system (MD, BP, Zedmed).
Click on Column Heading to sort

Surname	First Name	Date of Birth	Sex	Address	Suburb	Postcode	Home Phone	Work Phone	Mobile Phone	Assigned Provider
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Identify and record patients with missing items

BMI, Weight, height, waist measurements

Best Practice, Live Database; Extract Date: 12/05/2021 3:09 PM; Filtering By: Active Patient

Demographics Ethnicity Data Quality Data Cleansing Allergies Smoking Alcohol Measures Pathology Disease Screening Comorbidities Medications Diabetes SIP Items CKD Musculoskeletal

BMI BMI Child (5 – 18) Weight/Height Child (0 – 4) Waist BP Spirometry Physical Activity

Select All Incomplete

Count Average Incomplete

Incomplete Data Values for Calculating BMI
Count = 0

Coded diagnosis

Best Practice, Live Database; Extract Date: 12/05/2021 3:09 PM

Demographics Ethnicity Data Quality Data Cleansing Allergies Smoking Alcohol Measures Pathology Disease Screening Comorbidities Medications Diabetes SIP Items **CKD** Musculoskeletal CV Even

CKD At Risk CKD Management

Select All Show Percentage

CKD at Risk [Target Population = 18]

■ Risk Factor Not Recorded
■ Has This Risk Factor

Allergy / Age recorded

Best Practice, Live Database; Extract Date: 12/05/2021 3:09 PM; Filtering By: ≥ 24 Visits Last 6mths

Demographics Ethnicity Data Quality Data Cleansing **Allergies** Smoking Alcohol Measures Pathology Disease Screening Comorbidities Medications Diabetes SIP Items CKD Musculoskeletal CV Even

Select All Show Percentage

Allergy Status [Population = 0]

■ Allergy Recorded
■ No Known Allergies
■ Nothing Recorded

Missing Ethnicity record

Cleansing CAT view ➔ Ethnicity ➔ Missing Demographics ➔ Recalculate

Smoking /Alcohol record

Risk factors tab ➔ Select Smoking, Alcohol options ➔ Select smoking or alcohol extract ➔ Export/Print

More information

Online: [PenCS support](#)

Email: your [WVPHN Practice Facilitator](#)