

ePACT2

Hospital Trust – Accessing dashboards & pre-built reports



Interactive Contents

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Accessing a Dashboard

ePACT2 includes several dashboards which provide high level information to help measure, benchmark and prioritise areas organisations may like to focus their resources on.

The majority of the dashboards currently available are CCG based and do not include Hospital Trust information. They can still be useful to provide information on how the CCGs in your area are prescribing.

Dashboards provide easy-to-use analysis and reports supporting patient safety and improving patient outcomes and medicines optimisation.

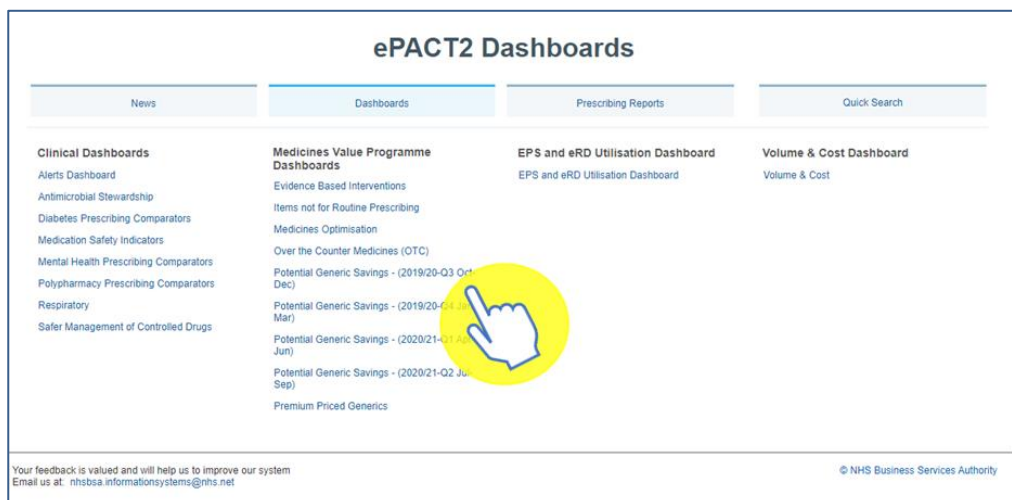
Detailed information and specification documents for the dashboards are available via the NHSBSA website here: <https://www.nhsbsa.nhs.uk/epact2/epact2-dashboards/specifications>

Accessing a Dashboard

1. Select the 'Dashboards' link from the Landing page.



2. The dashboard page will open and display all available dashboards. From here click the blue link of the dashboards you want to open.



Navigating the Dashboard

For this guide we will look at the Polypharmacy dashboard, however all the dashboards produced by the NHSBSA work in a similar way.

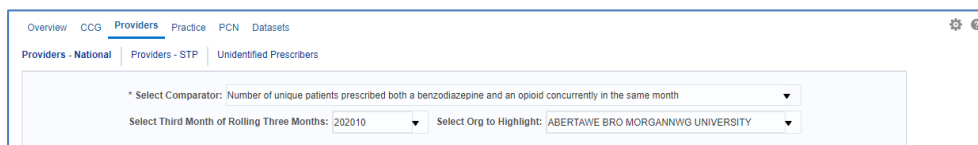
Selecting a dashboard page

Dashboards are made up of several different pages which allow you to select different sets of information. For example, you can view information at different organisation levels.

1. To navigate to a different page, click on the tab of the page you would like to view.



2. The dashboard will open the selected page.



Dashboard Criteria Selection

The dashboard will have a 'Dashboard Criteria Selection' pane, here you can select the data you want the dashboard to show.

The dashboard will default to show data for the latest time period available and the Hospital Trust you are registered under. It will still default to the Hospital Trust even if the dashboard only includes CCG information so it may initially not show any data.

The options available in the pane will change depending on the dashboard you are looking at.

To change what is shown in the dashboard all you need to do is select an option from the boxes in the criteria pane

1. Click on the drop-down arrow to the right of the box you would like to update.

2. Click on the data you want to view from the list

Once selected the dashboard will automatically update and display the required data.

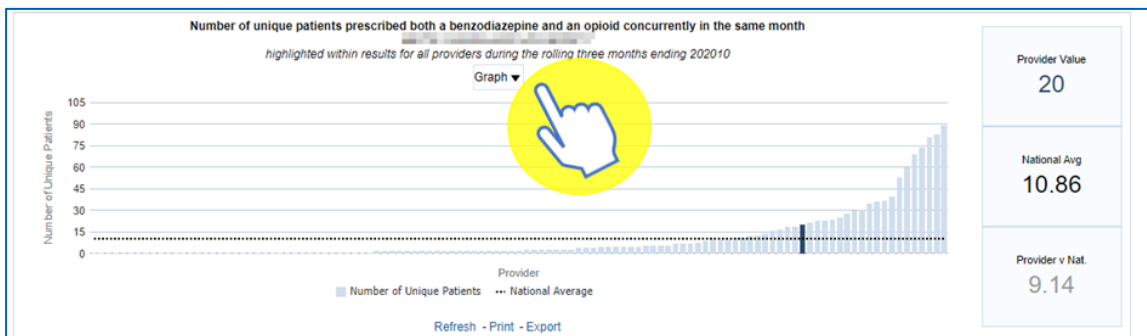
Data Views

Some report contained within the dashboard will be available in both 'Chart' and 'Data' formats.

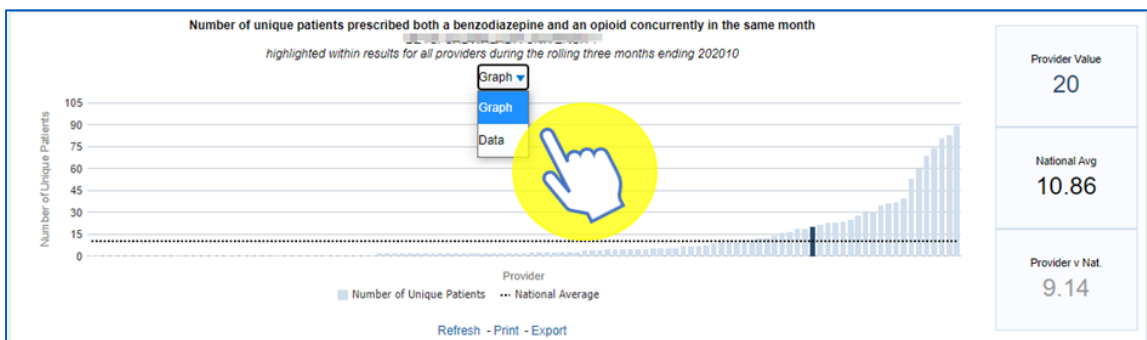
It may be useful for you to see the data that is making the chart. Sometimes the data can give you more insight, for example in the polypharmacy dashboard by looking at the data tab you can see the patient count rather than the percentage of patients.

To change the view

1. Select the drop-down option



2. The views available will be displayed – usually Chart and Data, click on the view you want to see



Exporting and Printing the Data

Information can be export from the dashboard in several ways and in a number of different formats, these formats are standard throughout the system.

Print Formats:

- Printable PDF
- Printable HTML

Export Formats:

Formatted:

- PDF
- Excel
- PowerPoint
- Web Archive

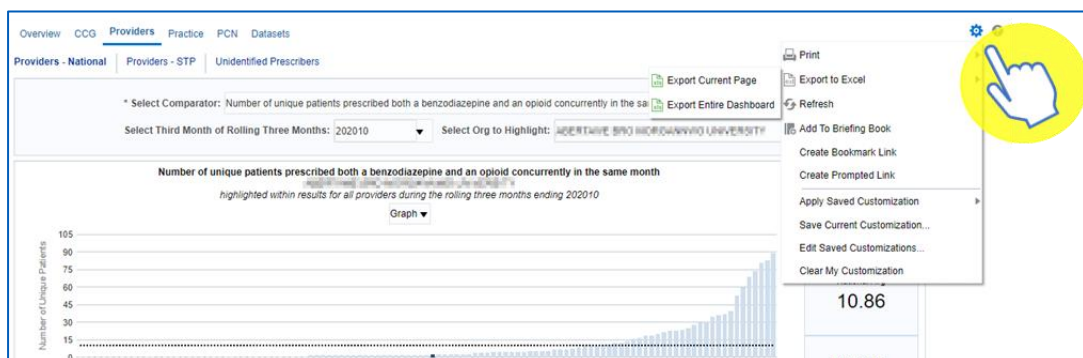
Data:

- Excel
- CSV
- Tab Delimited
- XML

Exporting & Printing a Dashboard Page

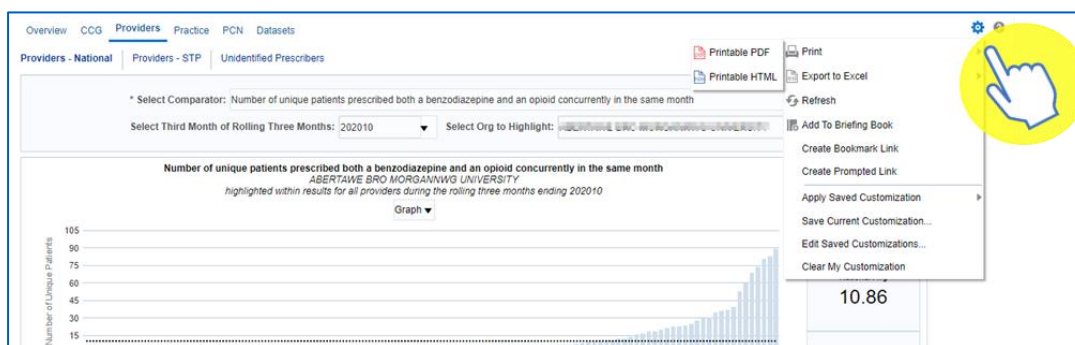
Exporting a Dashboard Page

1. Select the 'cog' icon in the upper right-hand corner
2. From the drop-down list presented select the option to 'Export to Excel'
3. Select 'Export Current Page'



Printing a Dashboard Page

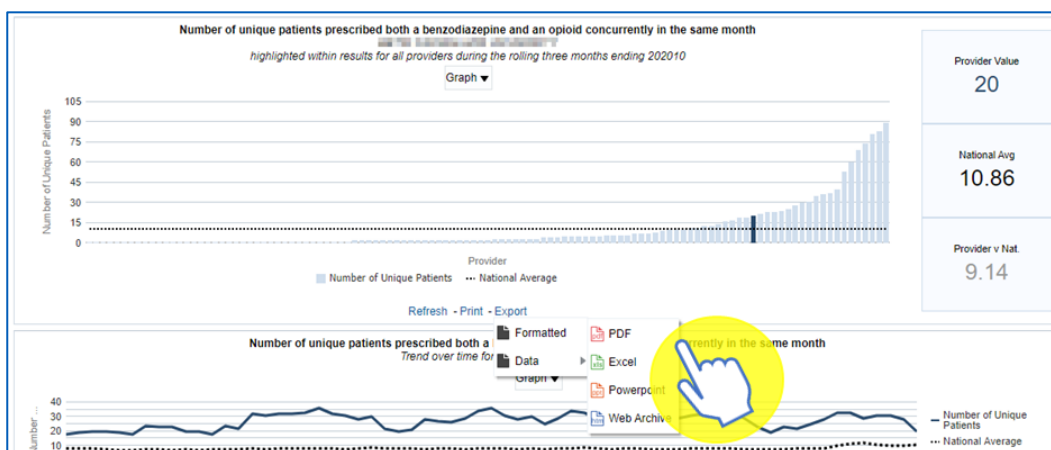
1. Select the 'cog' icon in the upper right-hand corner
2. From the drop-down list presented select the option to 'Print'
3. Select print format required



Exporting & Printing Individual Reports

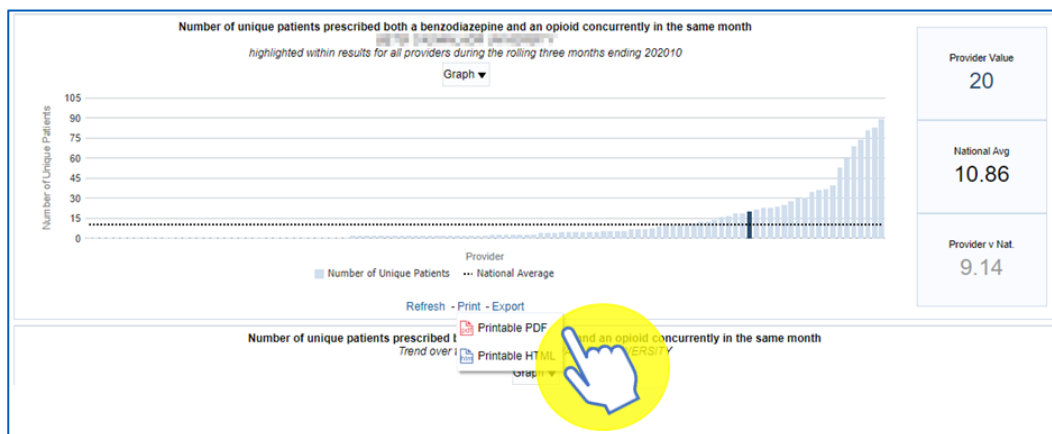
Exporting Individual Reports

1. Select the 'Export' option below the report required.
2. A drop-down list with the formats available to export in will be displayed
3. Select the format required from the list presented



Printing Individual Reports

4. Select the 'Print' option below the report required
5. Select the format required from the drop-down list presented



Accessing a Prebuilt Report

Prebuilt reports are available in two different formats. Standard reports are available which allow users to access data for a specific prescribing area. There are also some report templates which allow users to set the criteria for the data.

Accessing a Pre-built report

6. To access 'Prescribing Reports' from the Landing page select 'Prescribing Reports'

Welcome to ePACT2

News Dashboards Prescribing Reports Quick Search

NEWS FEED

NEW 17 December 2020 |> Festive Opening Hours
Information Services will be providing limited support over the festive period, to make sure our systems are available to you. Details available on NHSBSA website

10 December 2020 |> CD Requisitions/Private CD Analysis and Out Of Hours Reports
CD Requisitions/Private CD Analysis and Out Of Hours Reports have now been updated to include July 2020 data.

9 December 2020 |> Evidence Based Interventions Dashboard Updated
Following an engagement process in Summer 2020, the programme has targeted 31 additional interventions. Two interventions, Exercise ECG (2L) and Helmet therapy (2Z), should not be routinely offered to patients unless there are exceptional circumstances (Category 1). The remaining 29 interventions should only be offered to patients when certain clinical criteria are met (Category 2). To

MY FOLDERS

My Folders
Archive

ePACT2 LATEST DATA

Prescription Data: Oct-20
Remuneration Report: Sep-20

SANDBOX

Community Pharmacy Demand Dashboard
EPS Medicines Dashboard
Multiple Medicines Patient Count
PADM Patient Analysis
SPS Drug Monitoring during Covid-19

TRAINING

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ePACT2 user guides and videos

7. You will be taken to the 'Prescribing Reports' section, all reports are accessed by expanding the report category and selecting the blue link for the report you wish to view:

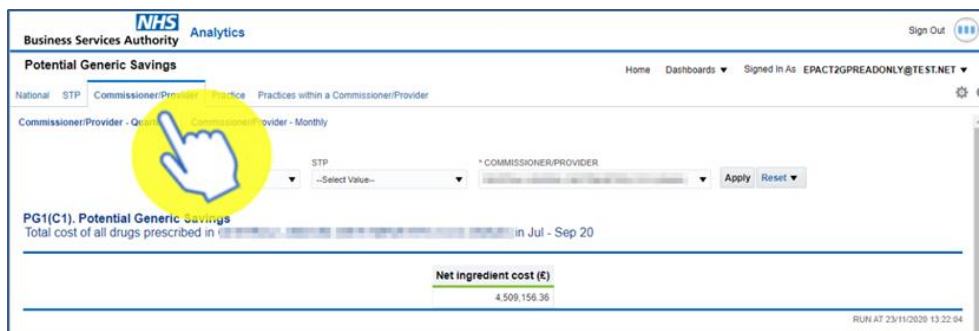


Using a Standard Report

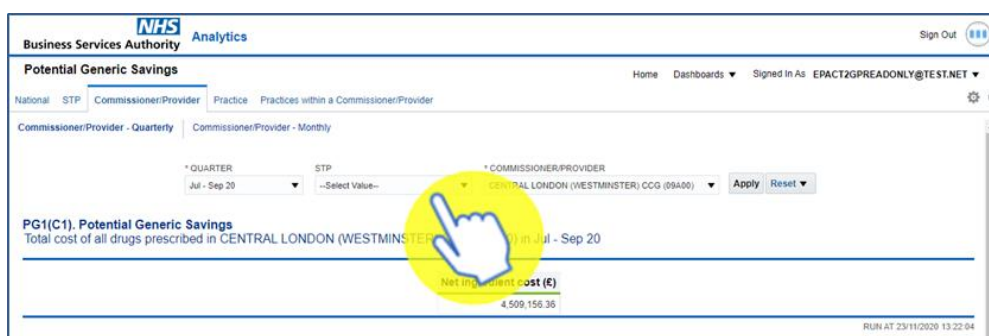
The 'Standard Reports' all work in a similar way which is very similar to the dashboards.

The reports will be made up of numerous pages, these can be accessed in the same way as in the dashboards

8. Select the report page you wish to view



9. The criteria selection pane can be used to select the criteria for a report



10. Once generated the report can be printed or exported using the links beneath the report

The screenshot shows the NHS Business Services Authority Analytics interface. The main heading is 'Potential Generic Savings'. Below this, there are navigation tabs for 'National', 'STP', 'Commissioner/Provider', and 'Practice'. The 'Commissioner/Provider' tab is active. The report is filtered for 'Commissioner/Provider - Quarterly' and 'Commissioner/Provider - Monthly'. The filters are set to 'Jul - Sep 20' for the quarter, '-Selected Value--' for the STP, and a specific 'COMMISSIONER/PROVIDER' for the commissioner/provider. The report title is 'PG1(C1). Potential Generic Savings' and it shows the 'Total cost of all drugs prescribed in Jul - Sep 20'. A table displays the 'Net ingredient cost (£)' as 4,509,156.36. Below the table, there is a 'Print - Export' link highlighted by a yellow circle with a hand icon.

Using a Report Template

11. When you open the report, you will be prompted with the report criteria pane. In this pane you must select the criteria you want the report to run for.

The screenshot shows the ePACT2 report criteria pane. The 'Month' is set to 'Oct-20' and the 'Hospital Trust' is selected. The 'OK' button is highlighted with a yellow circle and a hand icon.

12. Once the required criteria is selected select 'Ok' to generate the report

The screenshot shows the ePACT2 report criteria pane. The 'Month' is set to 'Oct-20' and the 'Hospital Trust' is selected. The 'OK' button is highlighted with a yellow circle and a hand icon.

13. The report will be generated, the table will contain fields specific to the report selected

ePACT2 Home Catalog Favorites Dashboards Create Open

NHS Improvement - Model Hospital Report

Year Month	Commissioner / Provider	Commissioner / Provider Code	Practice	Practice Code	Prescriber	Prescriber Code	BNF Presentation	BNF Presentation Code	Actual Cost (£)	Quantity X Items	Items	Quantity	Pack Size	Pack Size Unit
202010	JAYNE S. THE HONORABLE MEMBERS OF THE PARLIAMENT	000000	ST. GEORGE'S HOSPITAL	000000	Hospital Doctor	000000	Anipirazole 10mg tablets	0402010ADAAAAAA	0.76	14	1	14	28	tablet
202010	JAYNE S. THE HONORABLE MEMBERS OF THE PARLIAMENT	000000	ST. GEORGE'S HOSPITAL	000000	Hospital Doctor	000000	Gabapentin 100mg capsules	0408010G0AAAAAA	0.22	5	1	5	100	capsule
202010	JAYNE S. THE HONORABLE MEMBERS OF THE PARLIAMENT	000000	ST. GEORGE'S HOSPITAL	000000	Hospital Doctor	000000	Lorazepam 1mg tablets	0401020P0AAAABAB	0.80	6	1	6	28	tablet
202010	JAYNE S. THE HONORABLE MEMBERS OF THE PARLIAMENT	000000	ST. GEORGE'S HOSPITAL	000000	Hospital Doctor	000000	Rifampicin 150mg capsules	0501090R0AAAAAA	8.23	16	1	16	100	capsule
202010	JAYNE S. THE HONORABLE MEMBERS OF THE PARLIAMENT	000000	ST. GEORGE'S HOSPITAL	000000	Hospital Doctor	000000	Alzest 9.5mg/24hours transdermal patches	0411000E0BGABAG	37.10	60	2	30	30	patch
202010	JAYNE S. THE HONORABLE MEMBERS OF THE PARLIAMENT	000000	ST. GEORGE'S HOSPITAL	000000	Hospital Doctor	000000	Circadin 2mg modified-release tablets	0401010ADBBAAAA	33.45	70	1	70	30	tablet

14. Once generated the report can be printed or exported using the links beneath the report

202010	JAYNE S. THE HONORABLE MEMBERS OF THE PARLIAMENT	000000	ST. GEORGE'S HOSPITAL	000000	Hospital Doctor	000000	Methylphenidate 10mg tablets	0404000M0AAAAAA	14.01	120	1	120	30	tablet
202010	JAYNE S. THE HONORABLE MEMBERS OF THE PARLIAMENT	000000	ST. GEORGE'S HOSPITAL	000000	Hospital Doctor	000000	Methylphenidate 5mg tablets	0404000M0AAAJAJ	16.91	180	3	60	30	tablet
202010	JAYNE S. THE HONORABLE MEMBERS OF THE PARLIAMENT	000000	ST. GEORGE'S HOSPITAL	000000	Hospital Doctor	000000	Promethazine hydrochloride 10mg tablets	0304010W0AADAD	3.76	60	1	60	56	tablet
202010	JAYNE S. THE HONORABLE MEMBERS OF THE PARLIAMENT	000000	ST. GEORGE'S HOSPITAL	000000	Hospital Doctor	000000	Sertraline 50mg tablets	0403030Q0AAAAAA	9.54	60	1	60	28	tablet

Return • Edit • Refresh • Print • Export • [Link to Briefing Book](#) • Create Bookmark Link



Getting more help



Additional training material and user guides

The ePACT2 training team has developed several how to guides to help you get the best out of ePACT2. These can be found on our [ePACT2 user guides page](#)

Webinar sessions

We offer a free, personalised webinar training service to all our users and you can book as many as you need.

Our webinar sessions are booked as 1.5 hour slots and are delivered just to you or your invited colleagues. Our experienced trainers deliver these session using MS Teams.

You can let us know if you have any specific topics or reports you'd like to cover or if you would prefer an introductory tour. You can take part wherever you are as long as you can get online.

You can find our more and book you webinar by going to our [ePACT2 training page](#)