

CHR PCCA Setup

Last Updated: June 2025

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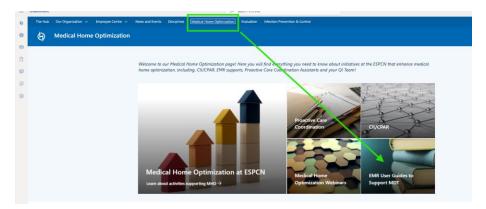
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RESOURCES

For more information about the CHR and how to retrieve the reports, tracking including the outreach list, there are resource guides & information shared in the ESPCN Hub.

• EMR User Guide for MDT



• The PCCA Webinar videos

In 2024 Sept, ESPCN QI team organized a "PCCA Webinar Series", it provides a comprehensive understanding of the PCCA Program and covers both technical and operational aspects across various components of the program. In the videos, our PCCA demonstrated how EMRs are used for effective implementation of them. We shall introduce this to the new PCCA as a self-learning platform for knowing more about the core elements and extending to know how EMRs are used practically.

<u>Proactive Care Coordination Assistant (PCCA) Webinar Series - Edmonton Southside Primary Care Network | Edmonton Southside Primary Care Network</u>





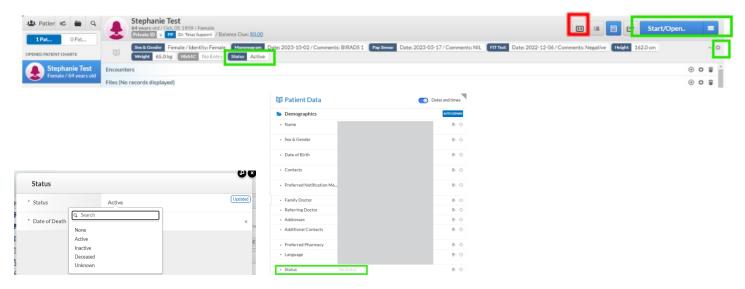
FEATURE HIGHLIGHTS

CHART STATUS

Patient Status

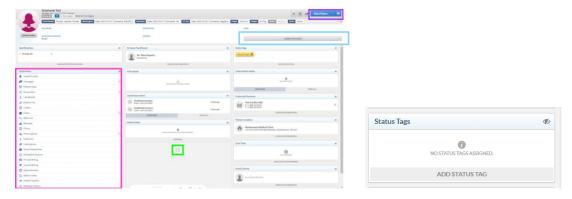
is the indicator of patient is **panelled** when selecting **active**; otherwise, unpanelled by selecting others from the drop down menu. **This is the key element to verify the **patient attachment** to the Primary Care Provider is confirmed

Click the gear to manage Patient Data Widget and add your preferred widgets; or you may also update it by clicking Start/Open.



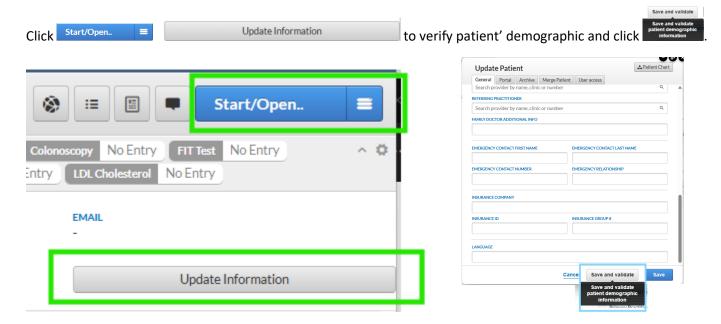
Status Tags

Apply the status tags to record additional information about the patient e.g. needs interpreter, always late, outstanding fees..... etc.



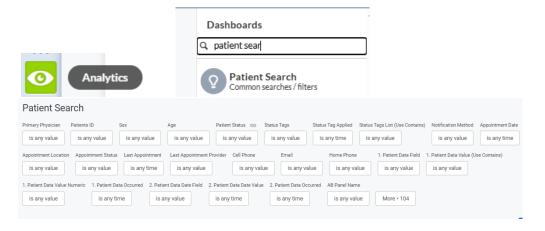
In the dashboard view you can add Status Tags by clicking on the **plus sign** . You can click and drag on the header to change the order. (refer to Creating patient status tags | CHR Help centre for details when needed)

VALIDATION (aka Verification) - This is important to update our patients' contact information which help to stay connected.



ANALYTICS > PATIENT SEARCH

This is the analytics dashboards to view data from CHR in different reports. Select the respective filters according to the report requirements.



ESPCN TRACKING

1. Create the message templates

Go to 'Settings', select 'Templates', select 'Message', select 'Add Template'



Message Templates

Add Template

these are the standard Tracking report name

ESPCN - Tracking - Screening Reviewed by PCCA in the Last Week

ESPCN - Tracking - Pediatrics, No Appt. in 2 Years Outreach

ESPCN – Tracking – Adults, No Appt. in 3 Years Outreach

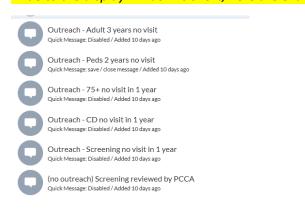
ESPCN – Tracking – 75+, No Appt. in 1 Year Outreach

ESPCN – Tracking – Chronic Disease, No Appt. in 1 Year Outreach

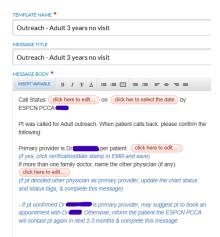
ESPCN - Tracking - Screening Due Outreach

ESPCN - Tracking - CPAR Conflict Outreach

Due to the display window is short, here are examples of the templates name in shorter format for reference $\,^$



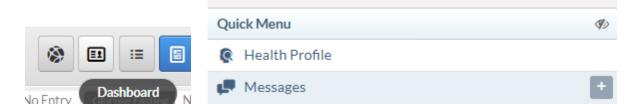
an example of message body for reference



2. Create a Message

For every patient who've been contacted (or left message or no answer or invalid contact info..etc), recommend creating a 'message' in the patient chart for tracking purpose.

Go to 'Dashboard', Quick menu > Messages, click '+'

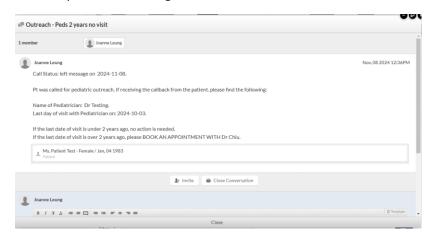


Click the 'template' icon, select the message template from the list, send to the respective user or PCCA

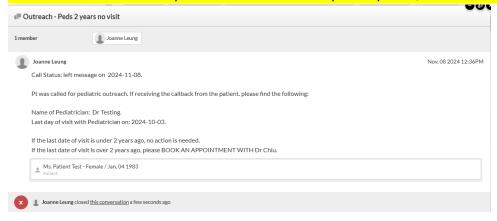
*for left message, recommend keeping the message with active status, do not close it until pt returns call)



An example of the message

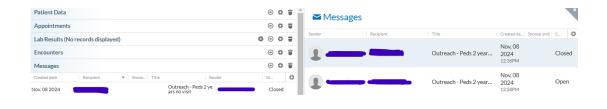


If PCCA is able to talk to patient and no follow up is required, click 'close conversation';

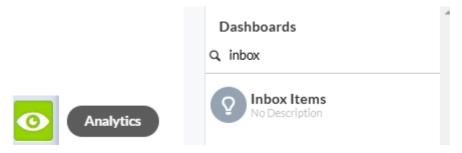


3. Go to 'Summary', view the message created & saved.

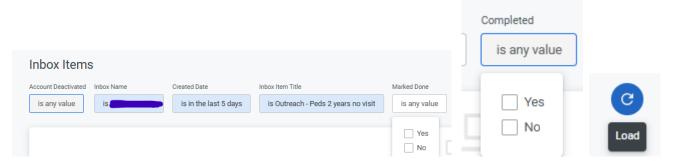




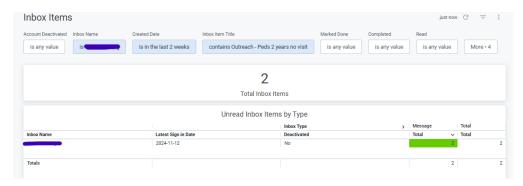
4. Go to 'Analytics', search 'inbox items'



- a. 'inbox name' is (select the respective user name)
- b. 'Created date' (choose the time intervals from the drop down)
- c.'Inbox Item Title' (select the template name used when creating the message)
- d.'Marked Done' (select 'Yes' or 'No' or is any value)
- e. 'Completed' (choose 'Yes' or 'No' or is any value)
- f. click 'load'



It shows the Total Inbox Items = numbers of messages created per 'Inbox Item Title' selected



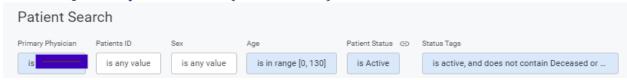
When necessary, click the number with green color for the full list of patients



QUERY/REPORT TEMPLATES

Quarterly Reporting

ESPCN - Quarterly - Panel Full (Active Panel)



ESPCN - Quarterly - Panel Males

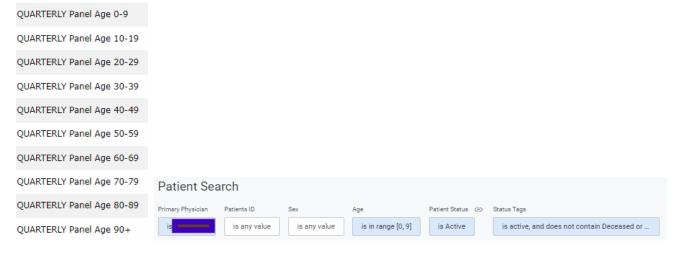


ESPCN - Quarterly - Panel Females



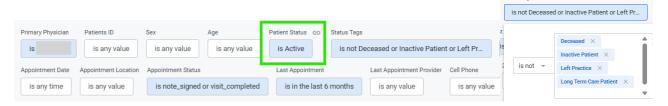
Primary Physician Patients ID Sex Age Patient Status GD Status Tags is any value is Other is any value is Active is active, and does not contain Deceased or ...

ESPCN - Quarterly - Panel Age

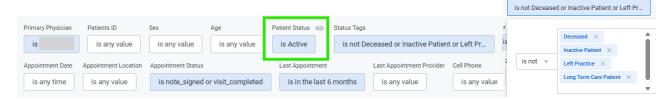


Verification Rate Queries

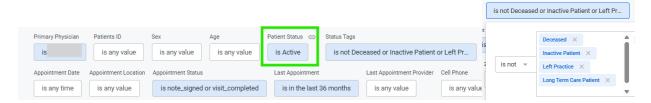
ESPCN - Quarterly - 6 Month VR # of Patients Verified



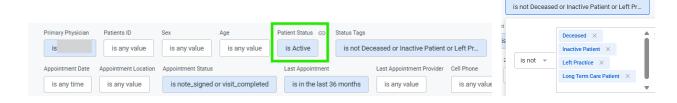
ESPCN - Quarterly - 6 Month VR # of Appointments



ESPCN - Quarterly - 3 Year VR # of Patients Verified



ESPCN - Quarterly - 3 Year VR # of Appointments



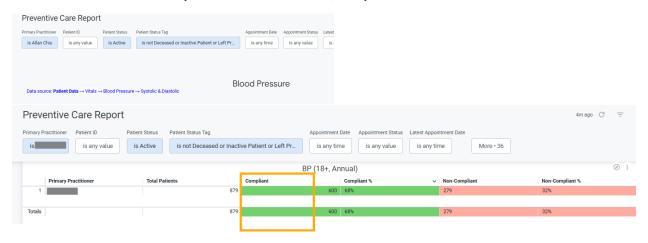
Vitals & Lifestyle Queries

ESPCN - Quarterly - Eligible 18+



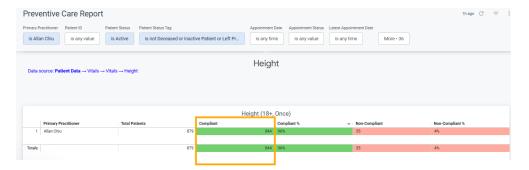
ESPCN - Quarterly - BP Due (Screened)

search 'Preventive Care Compliance Preventive Care'/Compliant = Screened



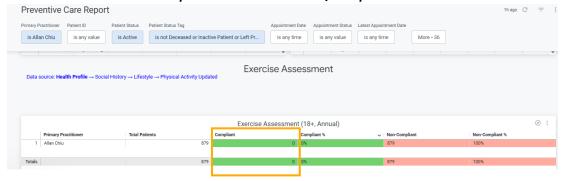
ESPCN - Quarterly - Height & Weight Due (Screened)

search 'Preventive Care Compliance Preventive Care'/Compliant = Screened



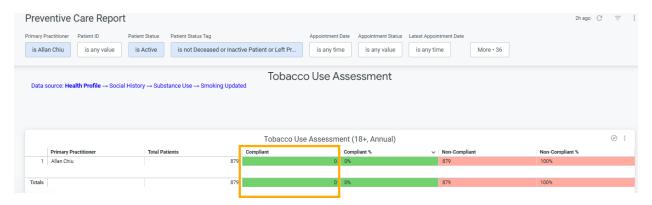
ESPCN - Quarterly - Exercise Assessment Due

search 'Preventive Care Compliance Preventive Care'/Compliant = Screened



ESPCN - Quarterly - Tobacco Assessment Due

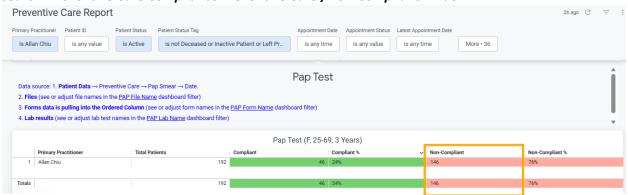
search 'Preventive Care Compliance Preventive Care'/Compliant = Screened



Screening Queries

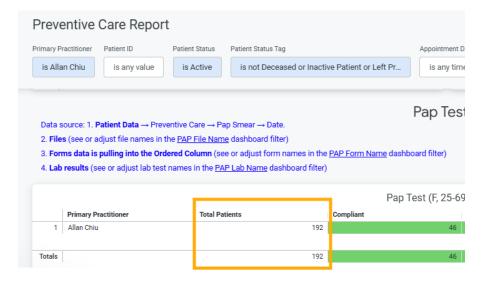
ESPCN - Quarterly - Pap Due

search 'Preventive Care Compliance Preventive Care'/Non-Compliant = Due



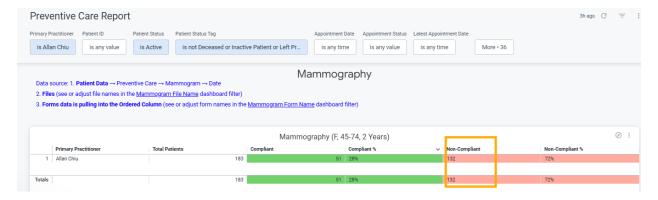
ESPCN - Quarterly - Pap Eligible

search 'Preventive Care Compliance Preventive Care'/Total Patients



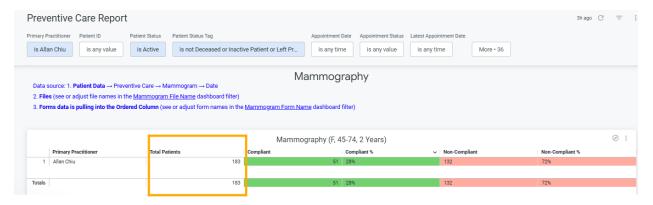
ESPCN - Quarterly - Mammo Due

search 'Preventive Care Compliance Preventive Care'/Non-Compliant = Due



ESPCN - Quarterly - Mammo Eligible

search 'Preventive Care Compliance Preventive Care'/Total Patients



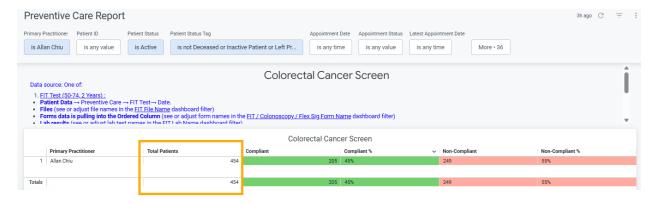
ESPCN - Quarterly - CRC Due

search 'Preventive Care Compliance Preventive Care'/Non-Compliant = Due



ESPCN - Quarterly - CRC Eligible

search 'Preventive Care Compliance Preventive Care'/Total Patients



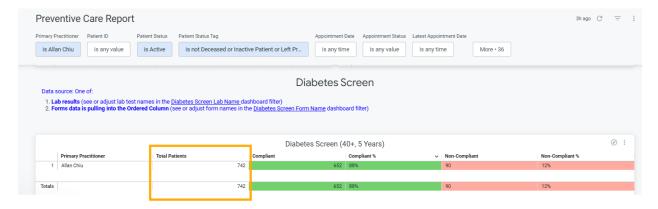
ESPCN - Quarterly - Diabetes Due

search 'Preventive Care Compliance Preventive Care'/Non-Compliant = Due



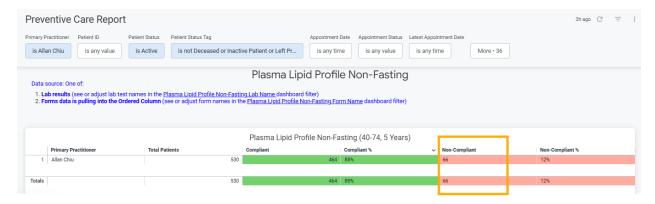
ESPCN - Quarterly - Diabetes Eligible

search 'Preventive Care Compliance Preventive Care'/Total Patients



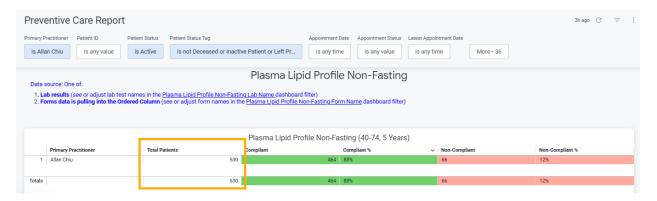
ESPCN - Quarterly - Lipids Due

search 'Preventive Care Compliance Preventive Care'/Non-Compliant = Due



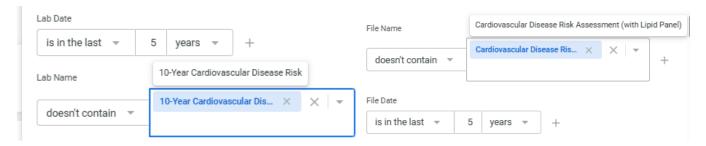
ESPCN - Quarterly - Lipids Eligible

search 'Preventive Care Compliance Preventive Care'/Total Patients





Part 2

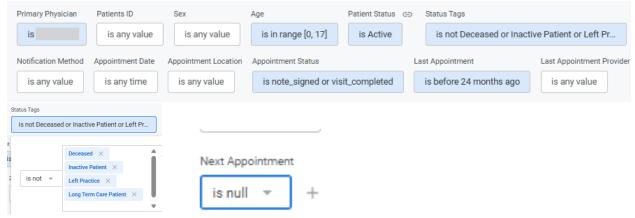


ESPCN - Quarterly - CV Risk Eligible

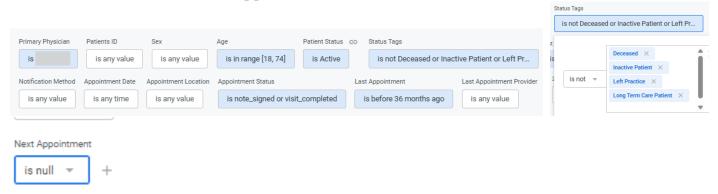


Outreach Queries

ESPCN - Outreach - Pediatrics, No Appt. in 2 Years

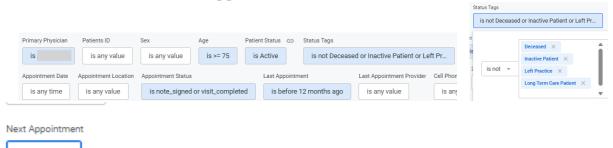


ESPCN - Outreach - Adults, No Appt. in 3 Years



ESPCN - Outreach - 75+, No Appt. in 1 Year

is null

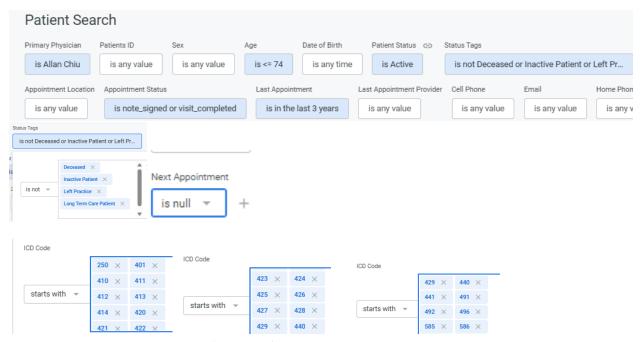


ESPCN - Outreach - Chronic Disease, No Appt. in 1 Year *limited to pts seen in last 3 years*

*2025May QI Team confirmed the Chronic Disease query and the Screening Outreach queries are limited to patients seen in last 3 years. The patient list is free of duplicates patient already contacted from the 'Adult No Appt in 3 Years Outreach during the same rotation.

Merge the list (Part 1 & 2)

Part 1



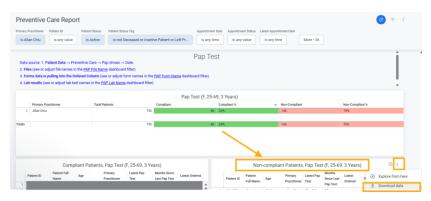
Part 2 download the list, sort the 'Last Appt' date who do not have appointments in the Last 1 Year



ESPCN - Outreach - Pap due, No Appt. in 1 Year *limited to pts seen in last 3 years*

Merge the list (Part 1 & 2)

Part 1 search 'Preventive Care Compliance Preventive Care', download the list of patients who're due for Pap test

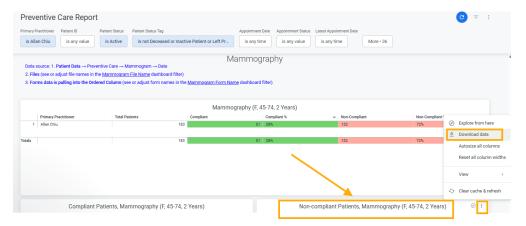


Part 2 **download the list of patients Pap eligible**, excluded those who had surgical history Diagnosis or use file names documents indexed with the exclusion conditions

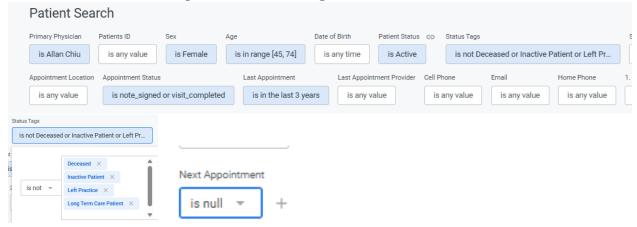
Patient Searc	h							
Primary Physician Pa	atients ID	Sex	Age	Date of Birth	Patient Status 😅	Status Tags		
is Allan Chiu	is any value	is Female	is in range [25, 69]	is any time	is Active	is not D	eceased or Inactive	Patient or Left Pr
Appointment Location A	Appointment Status		Last Appointment	Last Appoir	ntment Provider Ce	II Phone	Email	Home Phone
is any value	is note_signed	or visit_complete	ed is in the last 3	years is any	/alue	is any value	is any value	is any value
atus Tags								
is not Deceased or Inactive Pa	atient or Left Pr							
	Total abdomina	is nul	+					
Surgical Hx Diagnosis		al hysterecto ×	× ▼ File	Name				
doesn't contain 🔻	total hysterecto	omy ×			Total Hys	terectomy_Bi	later × ×	
	TAH ×		_ c	loesn't contain	_			
ort the 'Last A	ppt' date	who do no	ot have appoir	ntments in th	e Last 1 Ye	ar		
			Pati	ent Search				@ :
Patient Full Patient Full Identifi Name Value	it De De De	ate of Bir** Age	Primary Provider Phone Email	No	tify By Last Appt	Full Address	Pair	Explore from he

ESPCN – Outreach – Mammo Due, No Appt. in 1 Year *limited to pts seen in last 3 years* Merge list (Part 1 and 2)

Part 1 search 'Preventive Care Compliance Preventive Care', download the list of patients who're due for Mammogram



Part 2 download the list of patients Mammo eligible



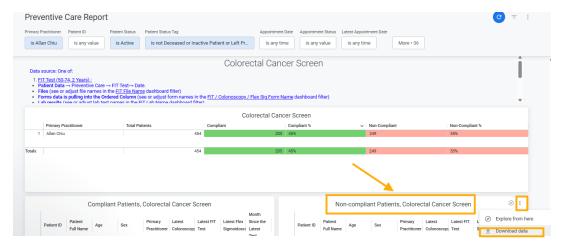
sort the 'Last Appt' date who do not have appointments in the Last 1 Year

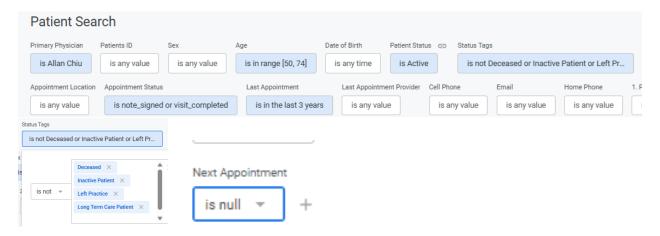


ESPCN - Outreach - CRC Due, No Appt. in 1 Year *limited to pts seen in last 3 years*

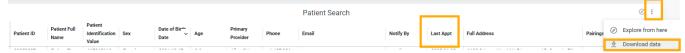
Merge List (Part 1 and 2)

Part 1 search 'Preventive Care Compliance Preventive Care', download the list of patients who're due for CRC





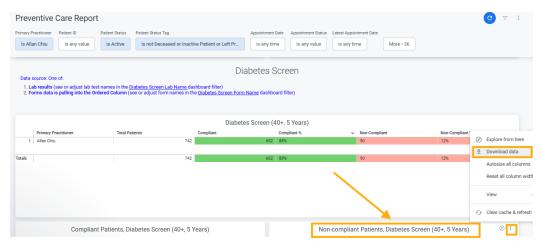
sort the 'Last Appt' date who do not have appointments in the Last 1 Year

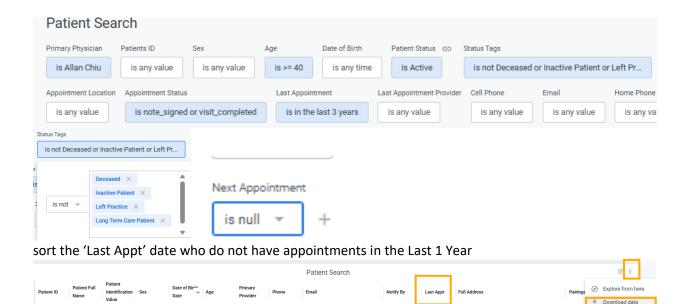


ESPCN - Outreach - Diabetes Due, No Appt. in 1 Year *limited to pts seen in last 3 years*

Merge List (Part 1 and 2)

Part 1 search 'Preventive Care Compliance Preventive Care', download the list of patients who're due for Diabetes Screening Tests

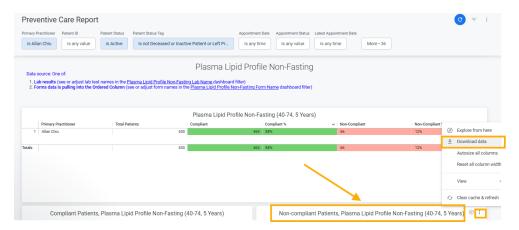


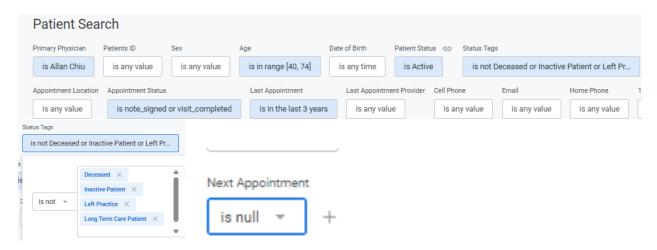


ESPCN - Outreach - Lipids Due, No Appt. in 1 Year *limited to pts seen in last 3 years*

Merge List (Part 1 and 2)

Part 1 search 'Preventive Care Compliance Preventive Care', download the list of patients who're due for Lipids





sort the 'Last Appt' date who do not have appointments in the Last 1 Year



Baselines & Tracking

Create the Tracking Templates (refer to 'ESPCN TRACKING' for details)

ESPCN - Tracking - Screening Reviewed by PCCA in the Last Week

ESPCN - Tracking - Pediatrics, No Appt. in 2 Years Outreach

ESPCN - Tracking - Adults, No Appt. in 3 Years Outreach

ESPCN – Tracking – 75+, No Appt. in 1 Year Outreach

ESPCN – Tracking – Chronic Disease, No Appt. in 1 Year Outreach

ESPCN - Tracking - Screening Due Outreach

ESPCN - Tracking - CPAR Conflict Outreach

QI Queries

ESPCN - Quarterly QI - Chronic Disease Patients (All Ages)



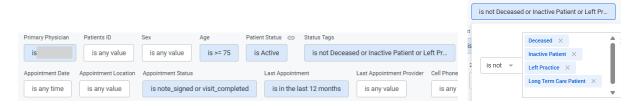
ESPCN - Quarterly QI - Chronic Disease Patients (All Ages) Seen in the Last Year



ESPCN - Quarterly QI - Patients 75+



ESPCN - Quarterly QI - Patients 75+ Seen in the Last Year

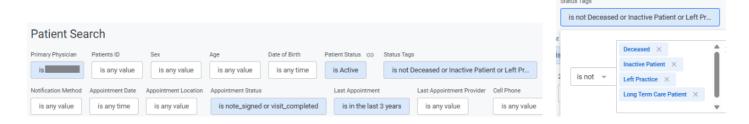


ESPCN - Quarterly QI - Patients (All Ages)



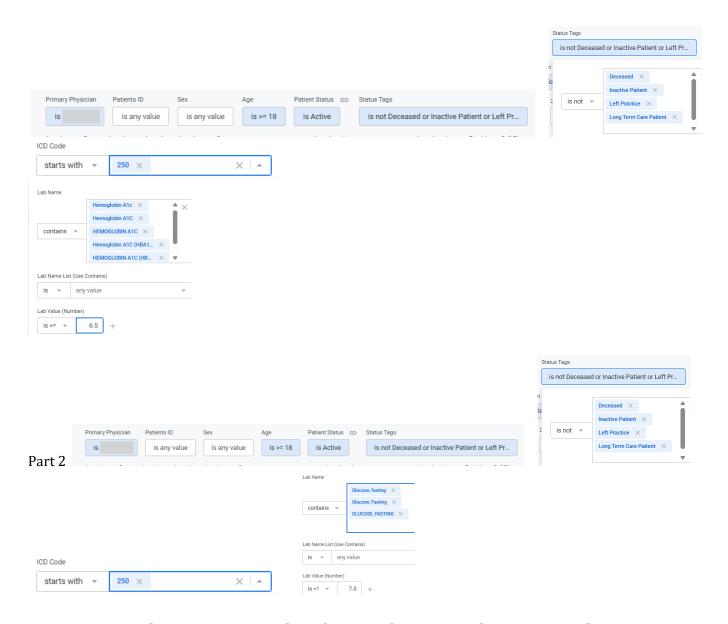
Status Tags

ESPCN - Quarterly QI - Patients (All Ages) Seen in the Last 3 Years



ESPCN - Quarterly QI - Patients with Diabetes (Denominator)

Merge List (Part 1 and 2)



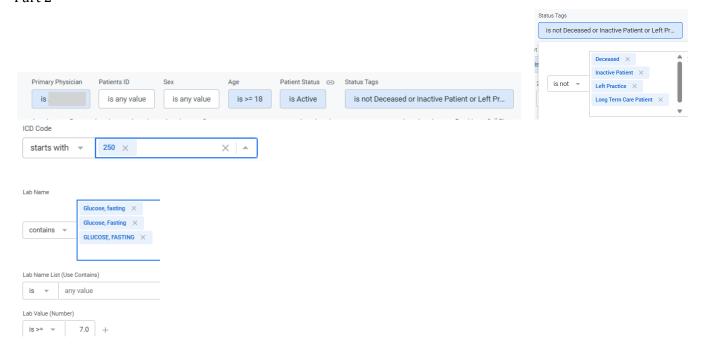
ESPCN - Quarterly QI - Patients with Diabetes with an A1c in the Last 6 Months

Merge List (Part 1 and 2 and 3)



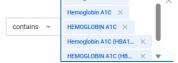


Part 2









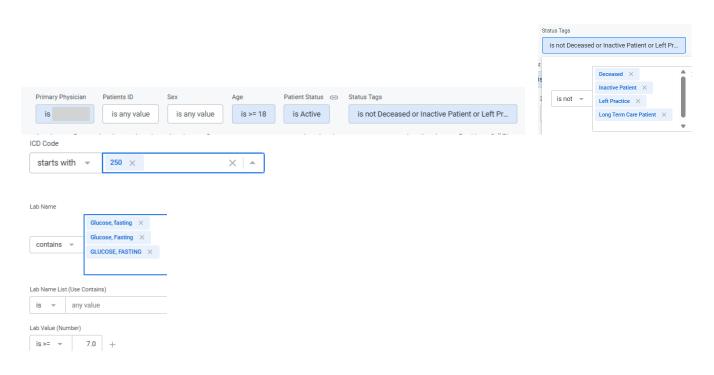
ESPCN - Quarterly QI - Patients with Diabetes with a DFE in the Last Year

Merge List (Part 1 and 2 and 3)

Part 1

	Status Tags		
	is not Deceased or Inactive Patient or Left Pr		
	at		
	is	Deceased X	
		Inactive Patient X	
Primary Physician Patients ID Sex Age Patient Status 🖘 Status Tags	is not ▼	Left Practice X	
is any value is any value is any value is Active is not Deceased or Inactive Patient or Left Pr		Long Term Care Patient X	
		▼	
ICD Code			
starts with 🔻 250 🗴 💢 🗡			
Lab Name			
Hemoglobin A1c ×			
Hemoglobin A1C ×			
contains HEMOGLOBIN A1C X Hemoglobin A1C (HBA1 X			
HEMOGLOBIN A1C (HB × ▼			
Lab Name List (Use Contains)			
is v any value v			
Lab Value (Number)			
is >= v 6.5 +			

Part 2



Part 3

(use 'is' and/or 'contains')

- 1) **Form name** and **File name** in the last 12 months type 'foot' or 'diab' to look up any related files related to foot exam
- 2) also, **File name** in the last 12 months type 'dfa' 'dfe' 'diabetic foot' 'foot exam' 'foot screen' 'diabetic foot exam')

