



Public Health
England

Protecting and improving the nation's health

ICU Data Capture System User Manual

Denominator Report

About Public Health England

Public Health England exists to protect and improve the nation's health and wellbeing, and reduce health inequalities. It does this through world-class science, knowledge and intelligence, advocacy, partnerships and the delivery of specialist public health services. PHE is an operationally autonomous executive agency of the Department of Health.

Public Health England
Wellington House
133-155 Waterloo Road
London SE1 8UG
Tel: 020 7654 8000
www.gov.uk/phe
Twitter: [@PHE_uk](https://twitter.com/PHE_uk)
Facebook: www.facebook.com/PublicHealthEngland

© Crown copyright 2016

You may re-use this information (excluding logos) free of charge in any format or medium, under the terms of the Open Government Licence v2.0. To view this licence, visit [OGL](https://www.ogil.io) or email psi@nationalarchives.gsi.gov.uk. Where we have identified any third party copyright information you will need to obtain permission from the copyright holders concerned. Any enquiries regarding this publication should be sent to ICCQIP.surveillance@phe.gov.uk



Document History

Revision Date	Author	Version
02/07/2018	Public Health England	1.0

Contents

About Public Health England	2
Document History	3
Introduction	5
Generating a Denominator Report	5

Introduction

Denominator data can be extracted and exported as a line list report. A denominator line list report will allow you to view multiple month/time periods by denominator type.

Generating a Denominator Report

- Select 'Reports' from the Menu Toolbar (Figure 1)
- Select 'ICU Denominator Report' from the drop down menu

Figure 1: Dashboard view of Line listing reports options

The screenshot shows the 'ICU Surveillance' dashboard. At the top left is the 'Public Health England' logo. The top right shows a user welcome message: 'Welcome SHAHRIARI, Sara as Configuration Administrator' with links for 'Help', 'AAA', and 'Logout'. Below this is a navigation bar with 'Home', 'About Us', and 'Contact Us'.

The main content area is divided into two sections. On the left is the 'Menu Toolbar' with categories: My Dashboard, Search, Case Capture, Data Upload Wizard, System Administration, Case Administration, User Administration, System Reports, Reports, PIR Reports, and Standard Reports. A blue arrow points to the 'ICU Denominator Report' option under the 'Standard Reports' category.

The right section is titled 'Search Infection Episodes' and contains a search form with the following fields: ID, NHS Number, Condition (dropdown), Data Collection (dropdown), First Name (text, 'Partial'), Surname (text, 'Partial'), Specimen Number, Date of Birth (calendar), Age (dropdown), Date From (calendar), Date To (calendar), Region (dropdown, '--All--'), Organisation Type (dropdown, '--All--'), Organisation (dropdown, '--All--'), Shared Cases (checkbox), Incomplete for sign-off (checkbox), and PIR Cases (checkbox). 'Find' and 'Reset' buttons are at the bottom right of the form.

Below the form is a table header with columns: Condition, Data Collection, ID, Data Collection Date, and Region. The table content is empty, displaying the message 'There are no records to display'.

This will redirect you to the 'ICU Denominator Report' screen (Figure 2).

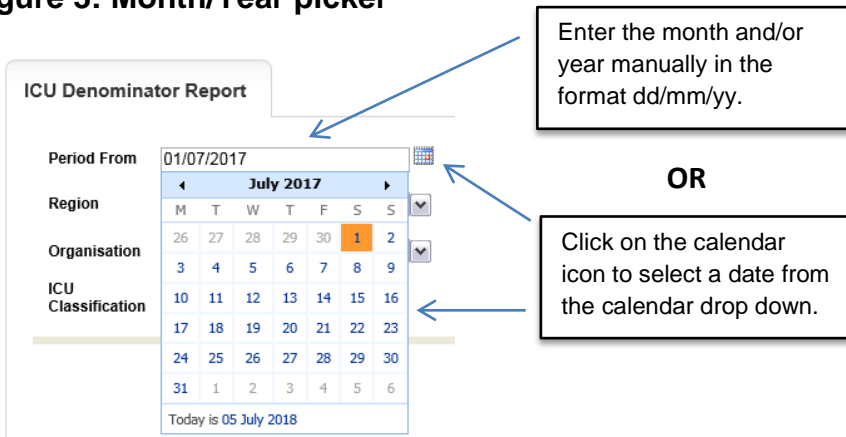
Figure 2: 'Denominators Line Listing' screen

The screenshot shows the 'ICU Denominator Report' interface. At the top left is the Public Health England logo. The top right shows the user 'SHAHRIARI, Sara' as 'Configuration Administrator' with links for 'Help', 'AAA', and 'Logout'. A dark red navigation bar contains 'ICU Surveillance', 'Home', 'About Us', and 'Contact Us'. On the left is a 'Menu Toolbar' with options: My Dashboard, Search, Case Capture, Data Upload Wizard, System Administration, Case Administration, User Administration, System Reports, and Reports. The main form area is titled 'ICU Denominator Report' and contains the following fields: 'Period From' (01/07/2017), 'Period To' (02/07/2018), 'Region' (NATIONAL), 'Organisation Type' (NHS Trust), 'Organisation' (empty), 'Denominator' (-All-), and 'ICU Classification' (Adult). A blue callout box points to the date fields with the text 'Select the period of interest.' A black callout box points to the 'Denominator' dropdown with the text 'Select the denominator of interest from the drop down menu.' A 'View Report' button is located to the right of the 'Period To' field.

On the 'ICU Denominator Report' screen, enter as much information as required to produce a report for the months of interest:

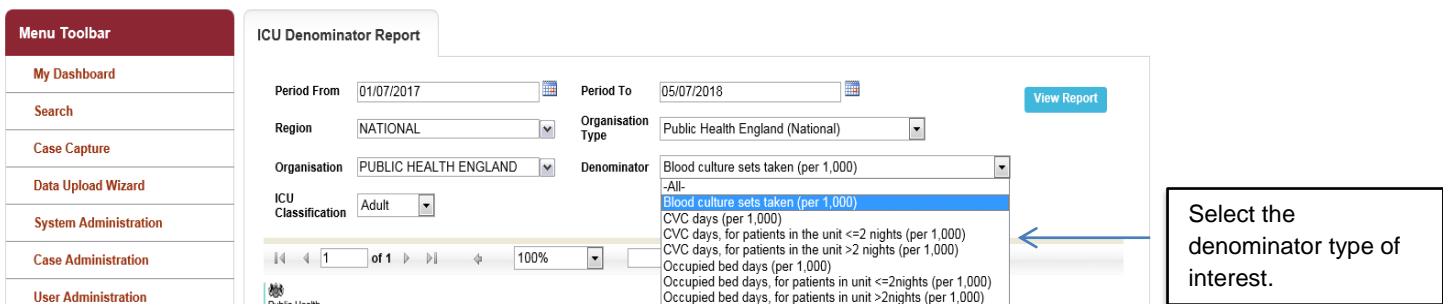
- To select an alternative month, please click the text box and then either:
 - Enter manually the month in the format dd/mm/yyyy
 - Or select the month from the calendar pop up that will appear when you click on the calendar icon on the right.

Figure 3: Month/Year picker



- Select the 'Denominator' type you wish to export. Options include:
 - Blood culture sets taken (per 1,000)
 - CVC days (per 1,000)
 - CVC days, for patients in the unit <=2 nights (per 1,000)
 - CVC days, for patients in the unit >2 nights (per 1,000)
 - Occupied bed days (per 1,000)
 - Occupied bed days, for patients in the unit <=2 nights (per 1,000)
 - Occupied bed days, for patients in the unit >2 nights (per 1,000)
 - Please refer to the "Case Capture Denominators User Guide" under the section 'Help' of the ICU DCS for further details regarding denominator types.

Figure 4: 'Denominator Type' options



- The denominator report can be exported as an extract.
 - Please select the file type of interest for extraction (Figure 5). This will prompt the download of the file.
 - The export can be saved locally for analysis etc.
 - This file contains PII, please adhere to local policies regarding where sensitive information can be saved.

Figure 5: Denominator report export

The screenshot shows the 'ICU Denominator Report' interface. At the top, there are search filters: 'Period From' (01/07/2017), 'Period To' (05/07/2018), 'Region' (NATIONAL), 'Organisation Type' (Public Health England (National)), 'Organisation' (PUBLIC HEALTH ENGLAND), 'Denominator' (Blood culture sets taken (per 1,000)), and 'ICU Classification' (Adult). A 'View Report' button is visible. Below the filters is a navigation bar with '1 of 1' pages and a '100%' zoom level. A dropdown menu is open, showing export options: 'CSV (comma delimited)', 'PDF', 'Excel', and 'Word'. At the bottom, a summary table displays the search criteria.

Period - From	01/07/2017	Period - To	05/07/2018	Region	NA
Organisation Type	Public Health England (National)	Organisation	-All-	Denominator	Blo 1,0
ICU Classification	Adult				

Note: depending on the 'Denominator type' selected the file will display different information for each month (i.e. patient or unit level denominator data).