

# Qlboard User manual

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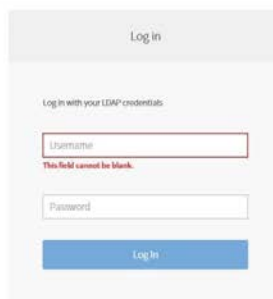
## Overview

QIboard is a tool used to track PAT and CQM performance over time. It can be used while speaking with a practice, to show how the practice is performing. QIboard can also be used to develop reports on practices, by providing a digital source of CQM performance to augment your record keeping.

## Logging In

First page is a login screen. Enter the user name and password received from your state leader. Move the mouse over the text fields. Type in your user name and password. Then click login.

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Log In

Log in with your LDAP credentials

Username  
This field cannot be blank.

Password

Log In

## Practice Selection

Once logged in you will see a screen with a list of practices you are responsible for. This is the practice list page. Every practice that is reporting CQM or PAT data will be listed here. Click on a practice you want to view and then click on the “view practice” button to view that practice’s report.

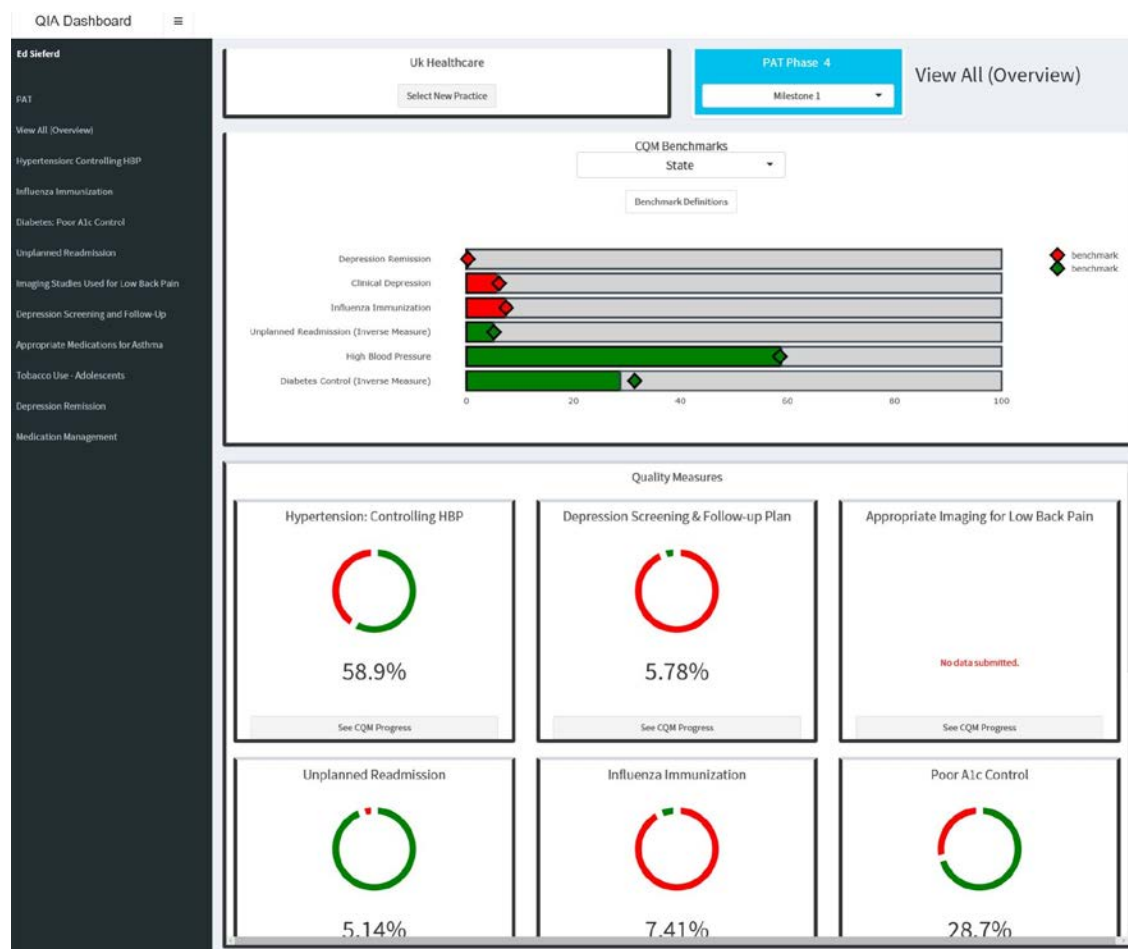


## View All (Overview)

Once you click the view practice button you will see the overview page. This page provides information on quality measure performance and CQM benchmarks. To the top is the CQM Benchmarks display. The CQM Benchmarks is a display that shows how well the practice is performing against benchmarks of quality measures. The benchmarks compare against state, network, similar size, similar practice, and urban/rural/mixed. The dropdown menu below “CQM benchmarks” allows you to change the comparative benchmarks. Each bar in the bar graph represents a quality measure. The bars are filled based on the numerator and denominator of a quality measure, but are displayed as percentages. If a practice is below benchmarks, the line turns red. If a practice is above benchmarks, it turns green.

The Quality measure are displayed on the bottom of the dashboard. The Quality Measure section shows how well a practice is performing on quality measures. Only the quality measures being tracked by a practice are displayed in the Quality Measure section. The Quality Measure section shows the percentage of the numerator and denominator. The donut graphs display as red and green. Green shows how many are receiving an intervention red shows how many are not. In the Quality measure graphs, only the most recent information is displayed. If data has not been submitted for the most recent quarter, the dashboard will flag the data as out of date. Quality measures that have no data will be marked as “no data submitted.” This includes quality measures that are not reported.

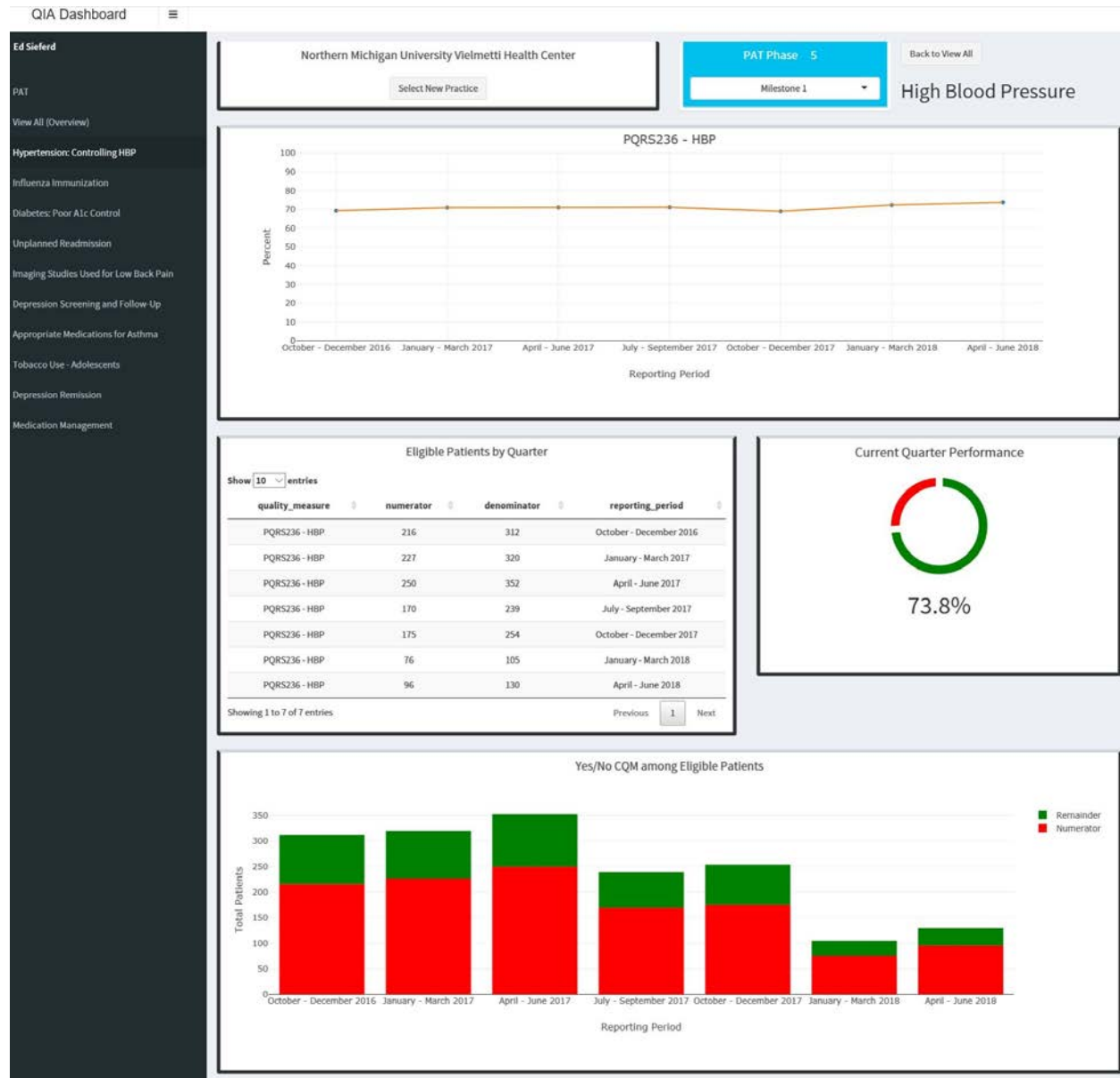
On the left of the screen is navigation which allows you to select quality measures and navigate through the available CQMs. You may also navigate to the PAT data through this navigation.



In the overview page, you can investigate the performance of quality measures, by clicking on “See CQM progress” below a quality measure, in the Quality Measure section.

## Quality Measure Page

After clicking on “See CQM Progress,” you will be taken to a quality measure’s performance. The Quality measure page provides a detailed look at a practice’s CQM performance over time. On this page, you will be able to see how well the practice is currently performing and how the practice has performed in the past based on past CQM reporting.



When viewing a quality measure’s performance, you will be shown four views. The top line graph shows the percentage of performance over the course of data collection. The line graph shows the quality measure as a percentage based on the number of eligible patients. The graph displays the data over time based on quarterly the

quarterly reporting. By hovering over a plot point you will be able to see the numerator and denominator from that report. Eligible Patients By Quarter shows the numerator, denominator, and the quarter of reporting. Current Quarter Performance is the last reported numbers on of the quality measure. Yes/No CQM Among Eligible patients shows the Numerator and remainder of a quality measure overtime. The remainder is how many patients are not being treated.

If you want to go back to the practice selection page, simply click on the select new practice button below the current practice name.

## Troubleshooting

### **There is no data for my practice.**

**1. My practice data is not in Qlboard**

If your data is missing, first check your records, to insure that data has been submitted. Unless data is submitted through redcap, no data will display for your practice.

**2. "I submitted data recently through redcap, but it is not in Qlboard."**

- a. Data display of CQM and PAT is not in real time. Due to the nature of data submission, it takes several days for Qlboard to update with your most recent submission. The data will update once it has been optimized.
- b. Some times data does not update because of your browser settings. Refreshing your browser can sometimes fix the problem.
- c. If historic data is missing as well as the most recent submissions. Please go to [glptn.org/qiboard](http://glptn.org/qiboard) click on the error report link and submit your request. A CHIIS representative will work to resolve your problem as quickly as possible.

### **Can I view another QIA's practice?**

Normally this is not permitted. Protecting practice data is important to CHIIS. To protect data CHIIS has assigned practices only to the QIAs who report for that practice.

### **Forgot my password**

Please go to [glptn.org/qiboard](http://glptn.org/qiboard) click on the error report link and submit your request. A CHIIS representative will work to resolve your problem as quickly as possible.