

Identifying Data Sources to Analyze Performance

	Data collection frequency		Benchmarks used when analyzing this data source	Who will analyze the data?	Data analysis frequency	Data will be communicated with	Communicate data analysis via	Frequency of communication
Data Sources*	Suggestions	<ul style="list-style-type: none"> Weekly Monthly Quarterly Annually 	<ul style="list-style-type: none"> Applicable clinical guidelines Identified best practice National data Organizational (chain) data State data 	<ul style="list-style-type: none"> HR Leadership Team QAPI committee 	<ul style="list-style-type: none"> Weekly Monthly Quarterly Annually 	<ul style="list-style-type: none"> Board members Caregivers Community Executive leadership Families QAPI leadership Residents Volunteers 	<ul style="list-style-type: none"> Board meetings Bulletin boards Dashboard Newsletters Posters QAPI Interdisciplinary meetings Staff meetings 	<ul style="list-style-type: none"> Weekly Monthly Quarterly Annually
Choose a data source								
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Suggested Data Sources*								
<ul style="list-style-type: none"> Advanced care planning audits CMS Quality Measures (long and short stay) Case mix CASPER report Community activities Consistent assignment Discharges resident surveys Drug regimen review Falls Family satisfaction 			<ul style="list-style-type: none"> Fire safety deficiencies Infection prevention and control Information from providers, physicians, contractors, vendors Licensed nurse staff hours per resident day Medication administration audits Medication errors Medication room audits Near misses 			<ul style="list-style-type: none"> Nurse assistant staff hours per resident day Occupancy rates Rehospitalization rates Resident satisfaction Revenue payer source mix Staff retention Staff satisfaction State survey results Volunteer hours Other 		

EXAMPLE: Identifying Data Sources to Analyze Performance

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CMS Quality Measures (long and short stay)		Monthly	State and national data	Leadership team	Monthly	Executive leadership, QAPI leadership, staff	Meetings, QAPI IDT meetings	Monthly and quarterly
Falls	Weekly	Organizational data	DON, Leadership team, QAPI Committee	Weekly	Residents, families, staff, QAPI Leadership	Bulletin boards, dashboard, QAZPI IDT meetings	Monthly	
Medication errors	Monthly	Organizational data	DON Leadership team, QAPI Committee	Monthly or asap if adverse drug event	Board members, QAPI leadership, staff	Staff meetings, dashboard, QAPI Meeting	Monthly or sooner if needed	
Re-hospitalization rates	Monthly	Organizational, state and national data	Leadership team, QPAP committee	Monthly	Board members, exec. Leadership, QAPI leadership	Staff meetings, dashboard, QAPI meetings	Monthly	
Resident satisfaction	Annually	Identified best practices, state and national data	Leadership team, QAPI committee	Annually	Board members, QAPI leadership, residents, staff, families	Meetings, bulletin boards, dashboard, newsletter	Annual	

Identifying Data Sources to Find Risk

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Data Sources	Suggestions	<ul style="list-style-type: none"> Weekly Monthly Quarterly Annually 	<ul style="list-style-type: none"> Applicable clinical guidelines Identified best practice National data Organizational (chain) data State data 	<ul style="list-style-type: none"> HR Leadership Team QAPI committee 	<ul style="list-style-type: none"> Weekly Monthly Quarterly Annually 	<ul style="list-style-type: none"> Board members Caregivers Community Executive leadership Families QAPI leadership Residents State regulatory agencies as required Volunteers 	<ul style="list-style-type: none"> Board meetings Bulletin boards Dashboard Newsletters Posters QAPI Interdisciplinary meetings Staff meetings 	<ul style="list-style-type: none"> Weekly Monthly Quarterly Annually
Choose a data source								
Choose a data source								
Suggested Data Sources								
<ul style="list-style-type: none"> Abuse, neglect, mistreatment reports Adverse events (incident that resulted in serious harm, injury or death) Complaints/grievances (family/residents) Elopement Employee satisfaction surveys Family council minutes Family satisfaction survey findings 			<ul style="list-style-type: none"> Incident reports performance indicators Resident council minutes Resident satisfaction survey findings Survey findings 					

EXAMPLE: Identifying Data Sources to Find Risk

	Data collection frequency		Benchmarks used when analyzing this data source	Who will analyze the data?	Data analysis frequency	Data will be communicated with	Communicate data analysis via	Frequency of communication
Data Sources	Suggestions	<ul style="list-style-type: none"> Weekly Monthly Quarterly Annually 	<ul style="list-style-type: none"> Applicable clinical guidelines Identified best practice National data Organizational (chain) data State data 	<ul style="list-style-type: none"> HR Leadership Team QAPI committee 	<ul style="list-style-type: none"> Weekly Monthly Quarterly Annually 	<ul style="list-style-type: none"> Board members Caregivers Community Executive leadership Families QAPI leadership Residents Volunteers 	<ul style="list-style-type: none"> Board meetings Bulletin boards Dashboard Newsletters Posters QAPI Interdisciplinary meetings Staff meetings 	<ul style="list-style-type: none"> Weekly Monthly Quarterly Annually
Abuse, neglect, maltreatment reports		Weekly	Identified best practices	Leadership team	Weekly	Board members, QAPI committee, state reporting agency	Reporting requirements, meetings	As needed, weekly
Complaints / grievances	Weekly	Identified best practices, organizational data	Leadership team	Weekly	Board members, QAPI committee	Meetings	As needed, weekly	
Family council minutes	Monthly	Organizational data	Leadership team, QAPI Committee	Monthly	QAPI Committee, resident families, board members	Meetings	Monthly	
Family Satisfaction Surveys	Annually	Organizational data, national data	Leadership team, QPAP committee	Annually	Board members, staff, residents, families, QSAPI committee	Meetings, newsletter	Annually	