MISSOURI PQC

Perinatal Quality Collaborative

Life QI Quick Start Guide

June 2023

IN PARTNERSHIP WITH THE MHA MISSOURI HOSPITAL ASSOCIATION

MISSOURI PQC
Perinatal Quality Collaborative

Life QI Quick Start Guide

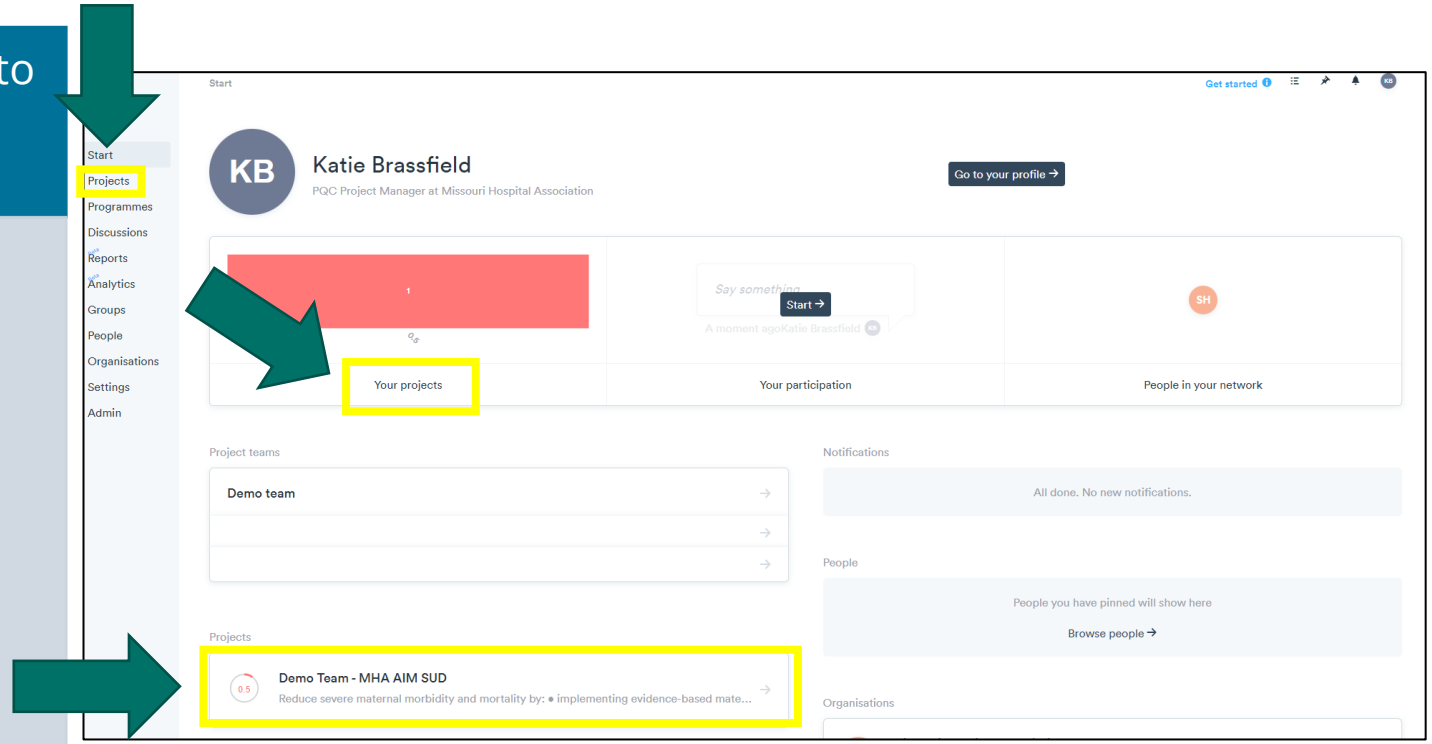
Key Topics

- Navigating Life QI to Enter Data
- Creating Charts and Entering Data
- PDSAs
- Reports
- Resources

Navigating Life QI

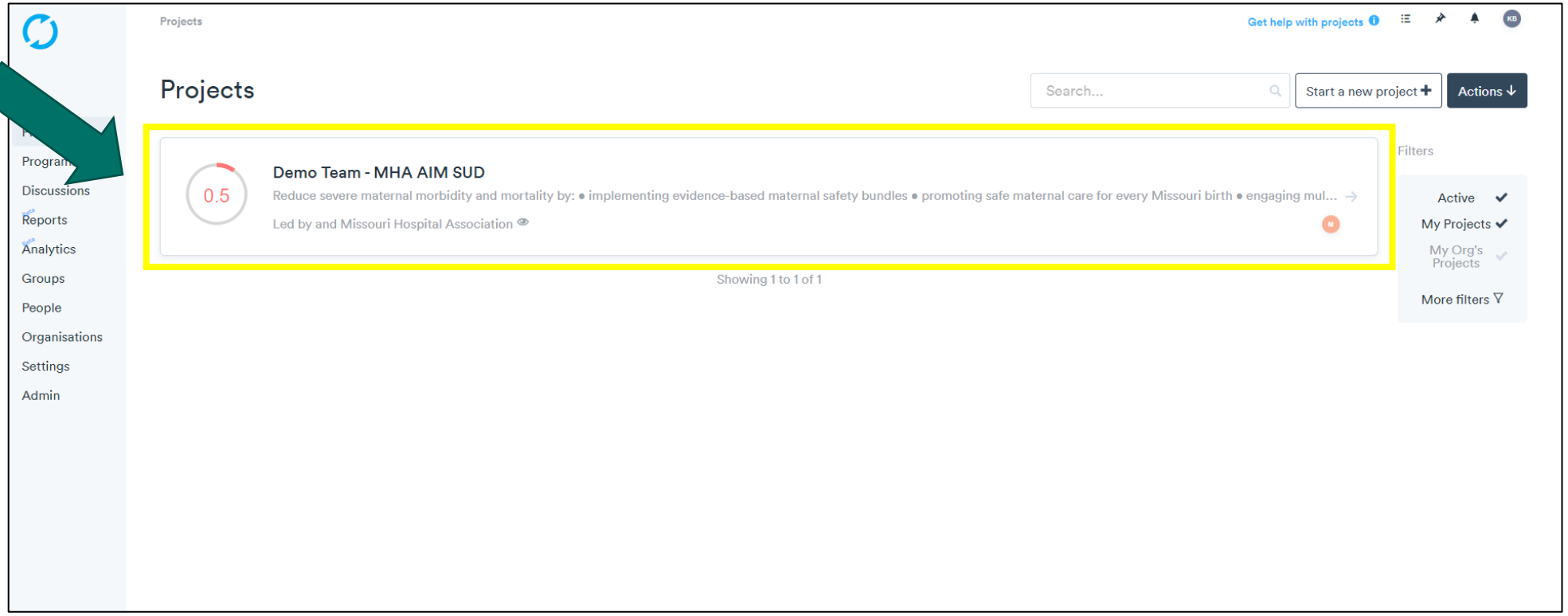
From the Start Menu there are 3 ways to get to your “Team Project” page to begin entering data.

1. Click “Projects” tab on Left side of the webpage
2. Click on “Your Projects”
   - Option 1 and 2 will take you to your “Projects” page
3. Click your “Team Project” Under “Projects” section
   - Option 3 takes you directly to “Team Project” page



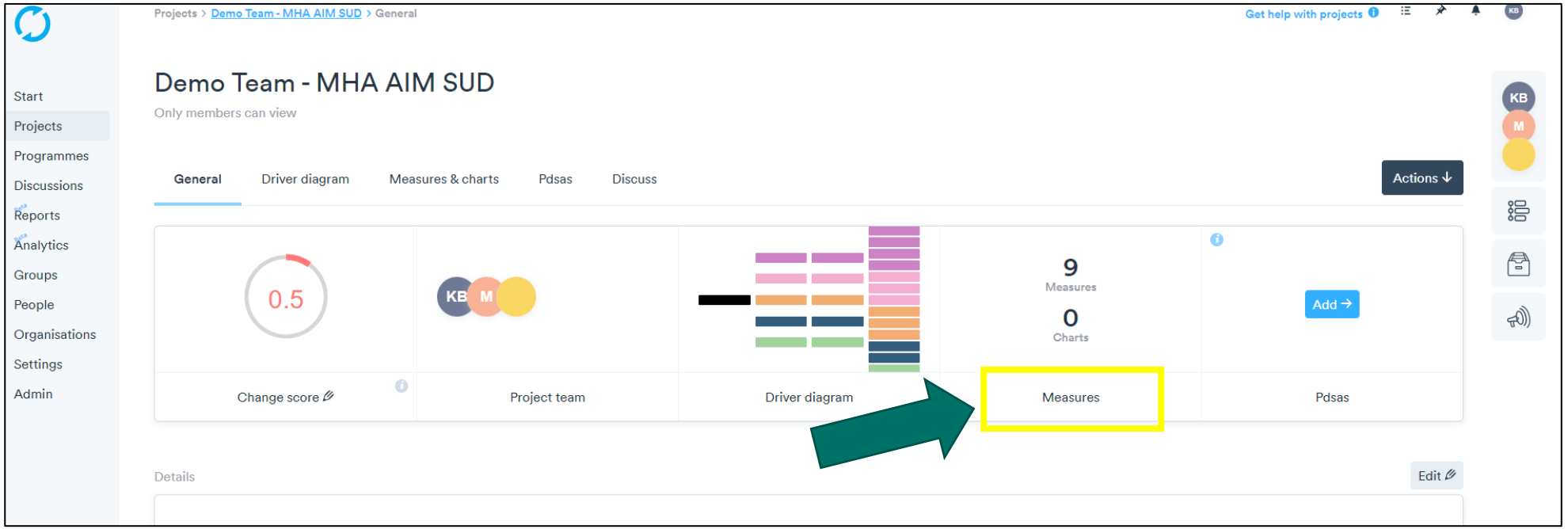
Navigating Life QI

From “Projects” page (page seen if option 1 or 2 is selected), click on your project which will bring you to your “Team Project” page.



Navigating Life QI

From the “Team Project” page, click on “Measures” to enter data.



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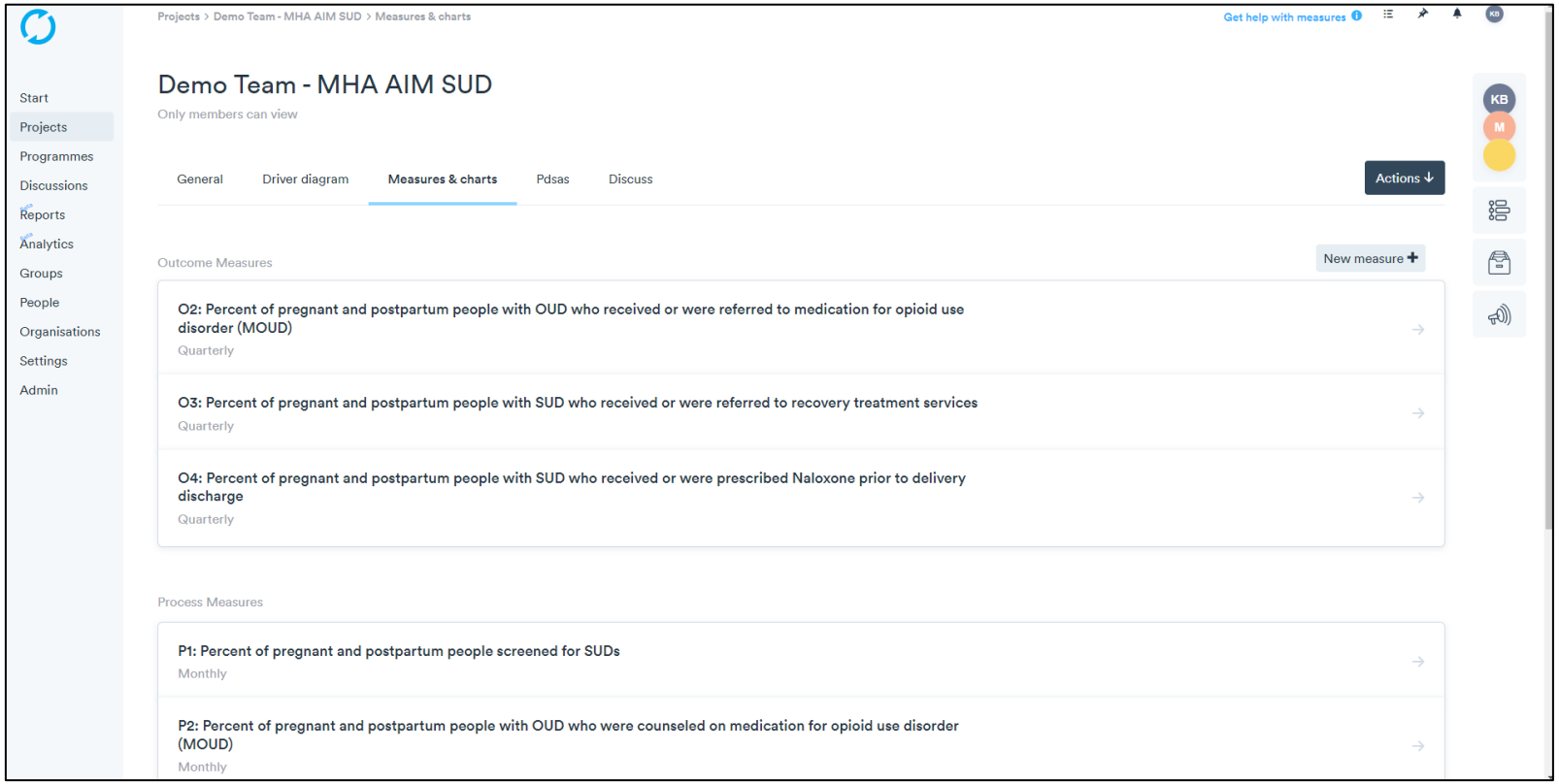
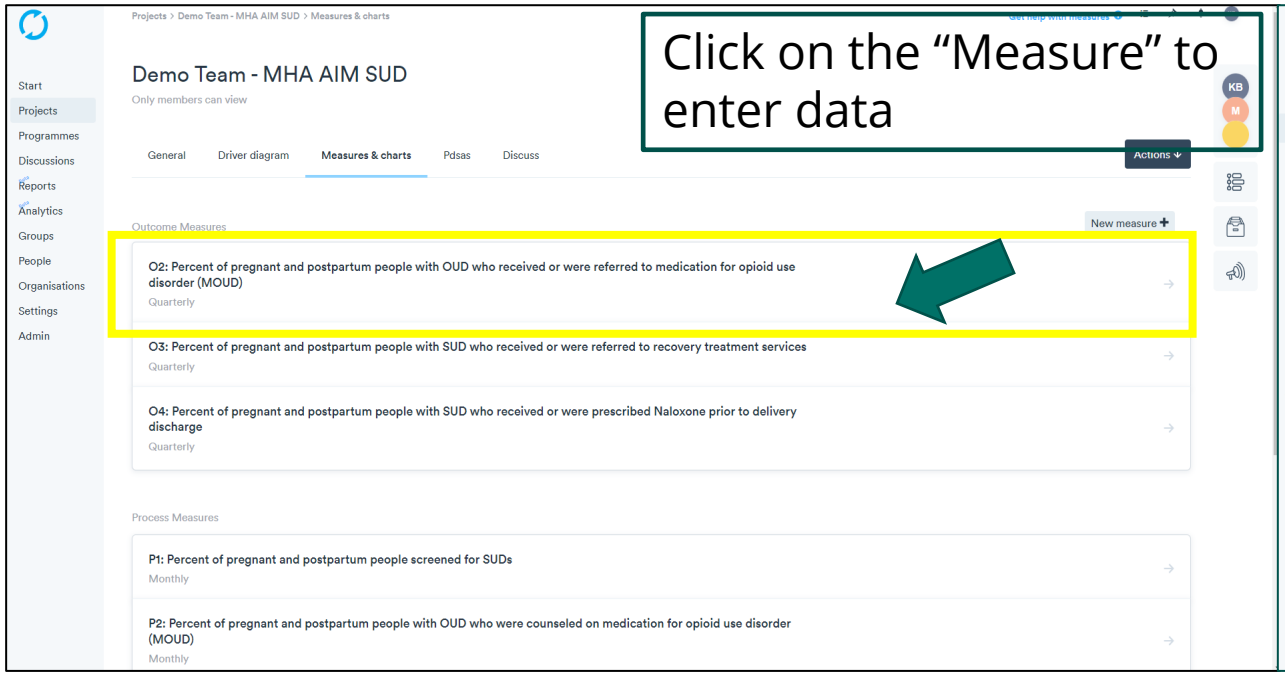
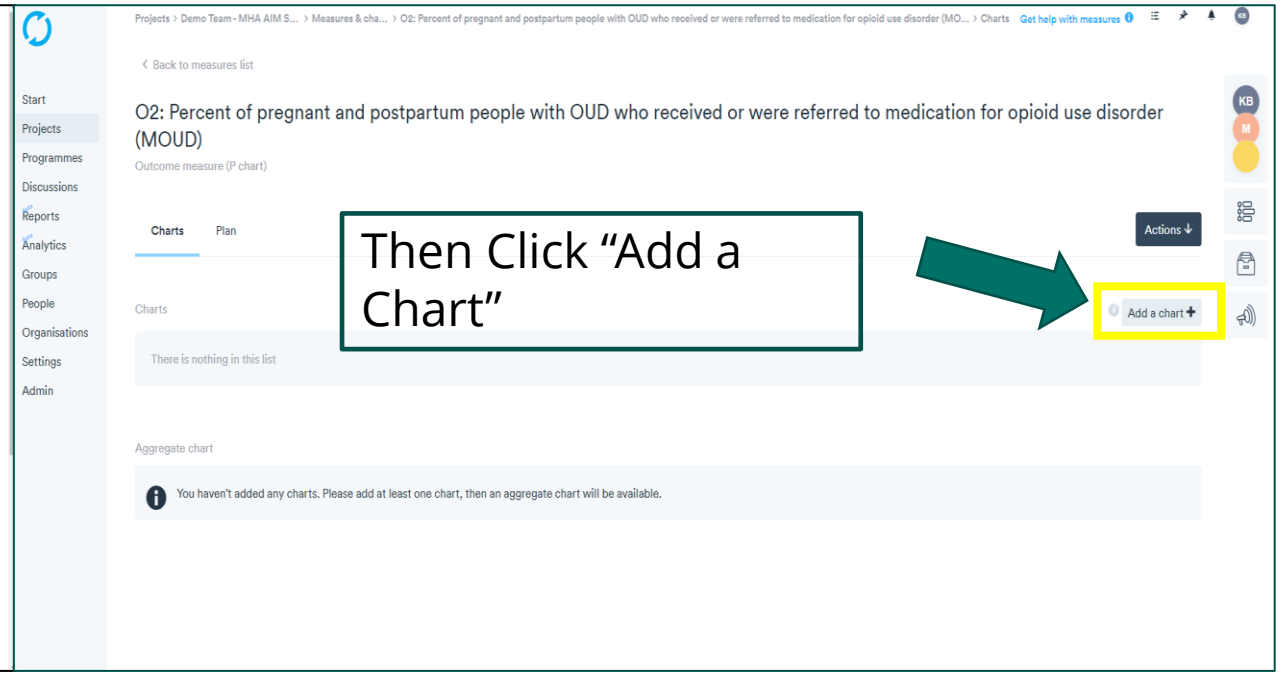
Step 1 – Creating a Chart and Entering Data

Within the “Measures and Charts” section you will see all the measures for which you need to enter data.



Step 2 – Creating a Chart and Entering Data



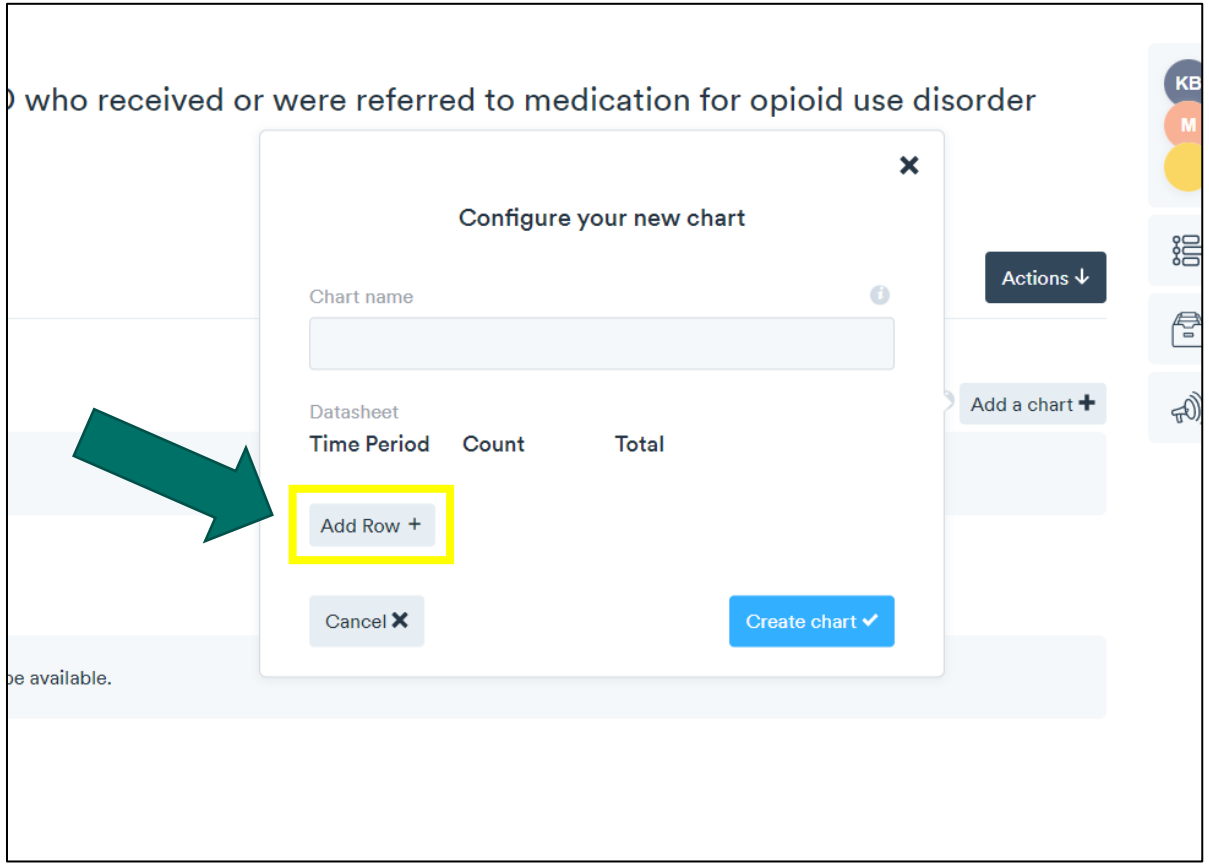


Step 3 – Creating a Chart and Entering Data

"Configure your new chart" will come up

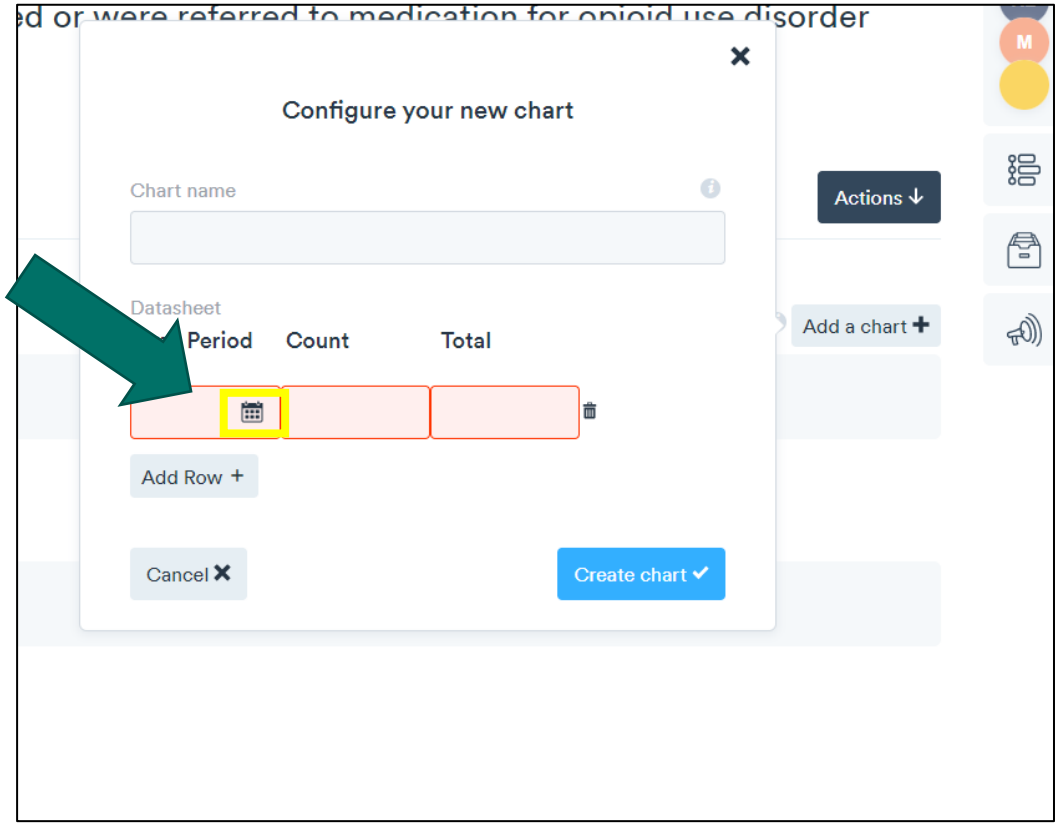
You do not have to name the chart. If you leave this space blank, the chart will automatically have the name of the measure.

Click "Add Row +"



Step 4 – Creating a chart and entering Data

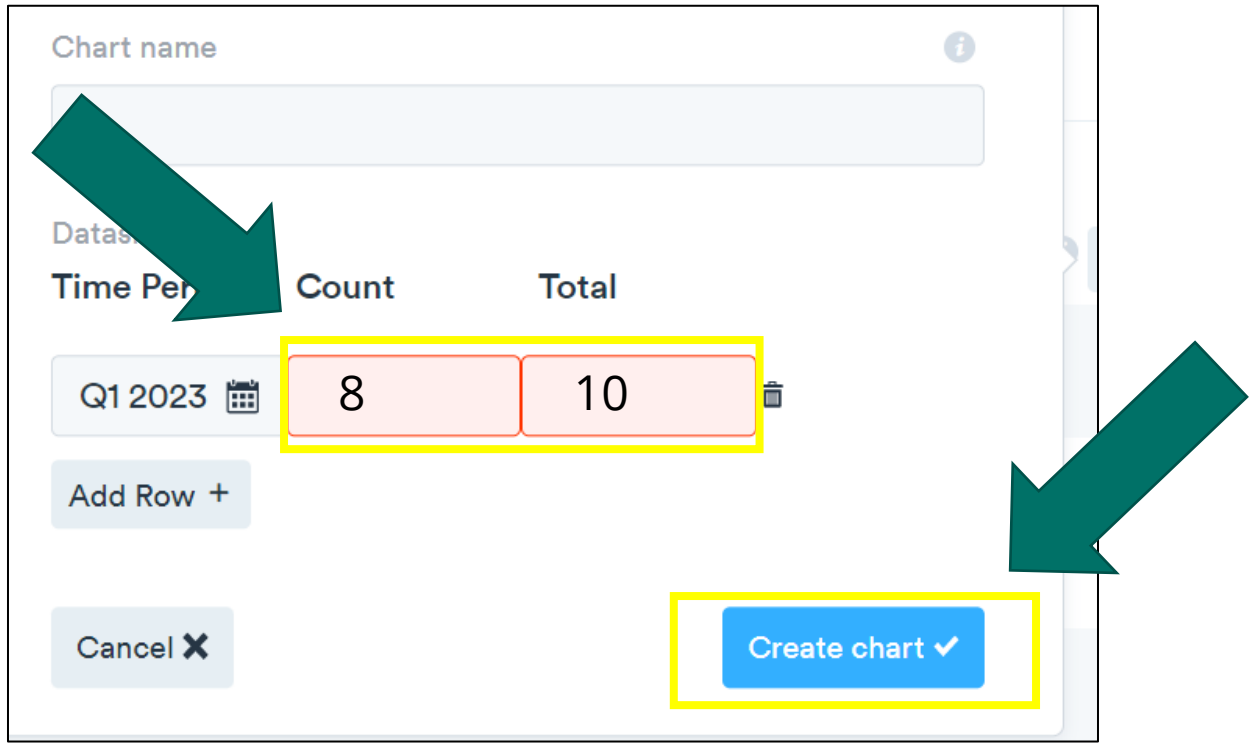
To begin entering data, click the calendar icon to select time frame for data collection (i.e. Measure data is entered on a monthly or quarterly basis).



Step 5 – Creating a Chart and Entering Data

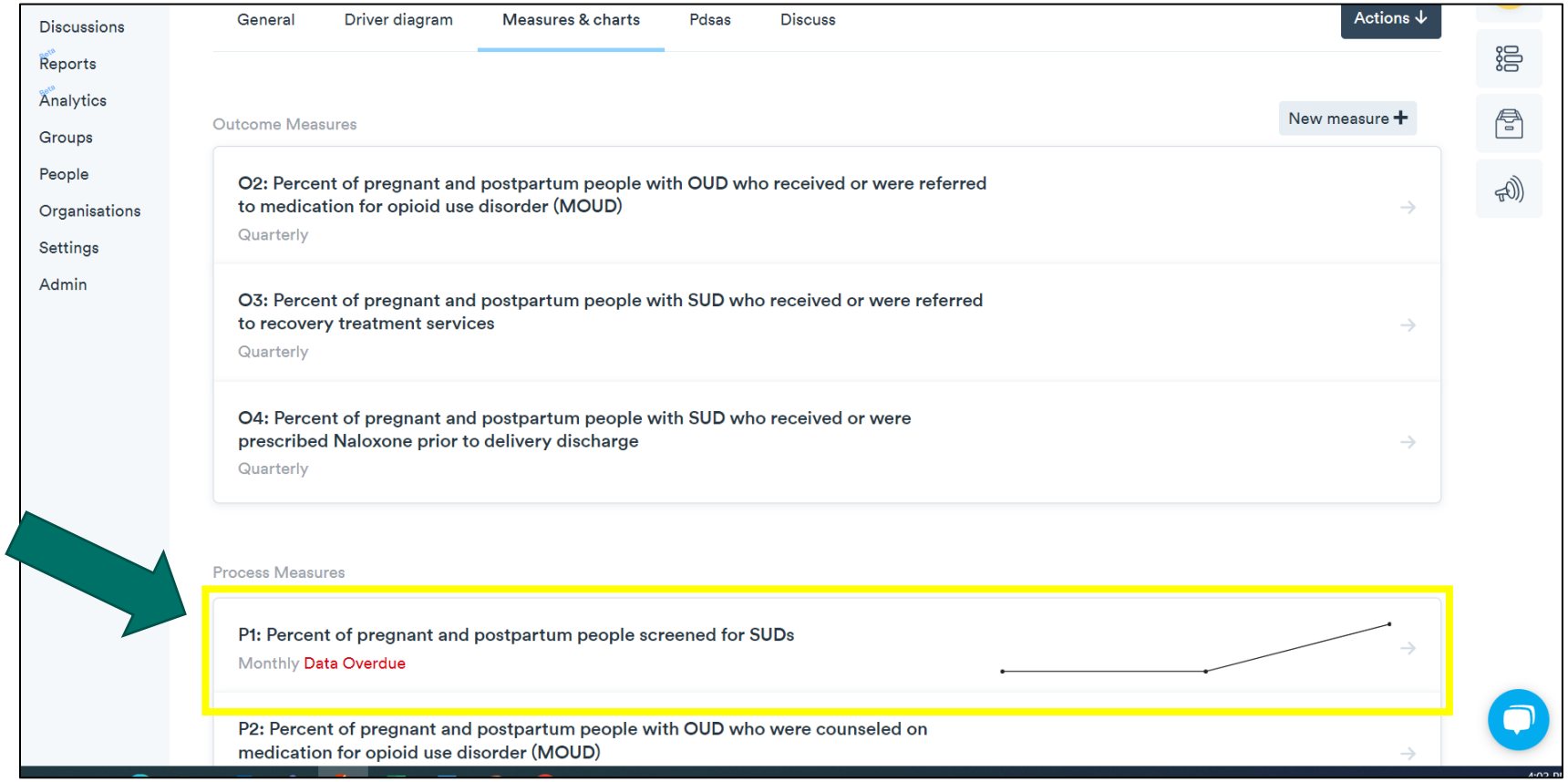
Then enter your numerator in the “Count” cell and the denominator in the “Total” cell

Then Click “Create chart ✓”



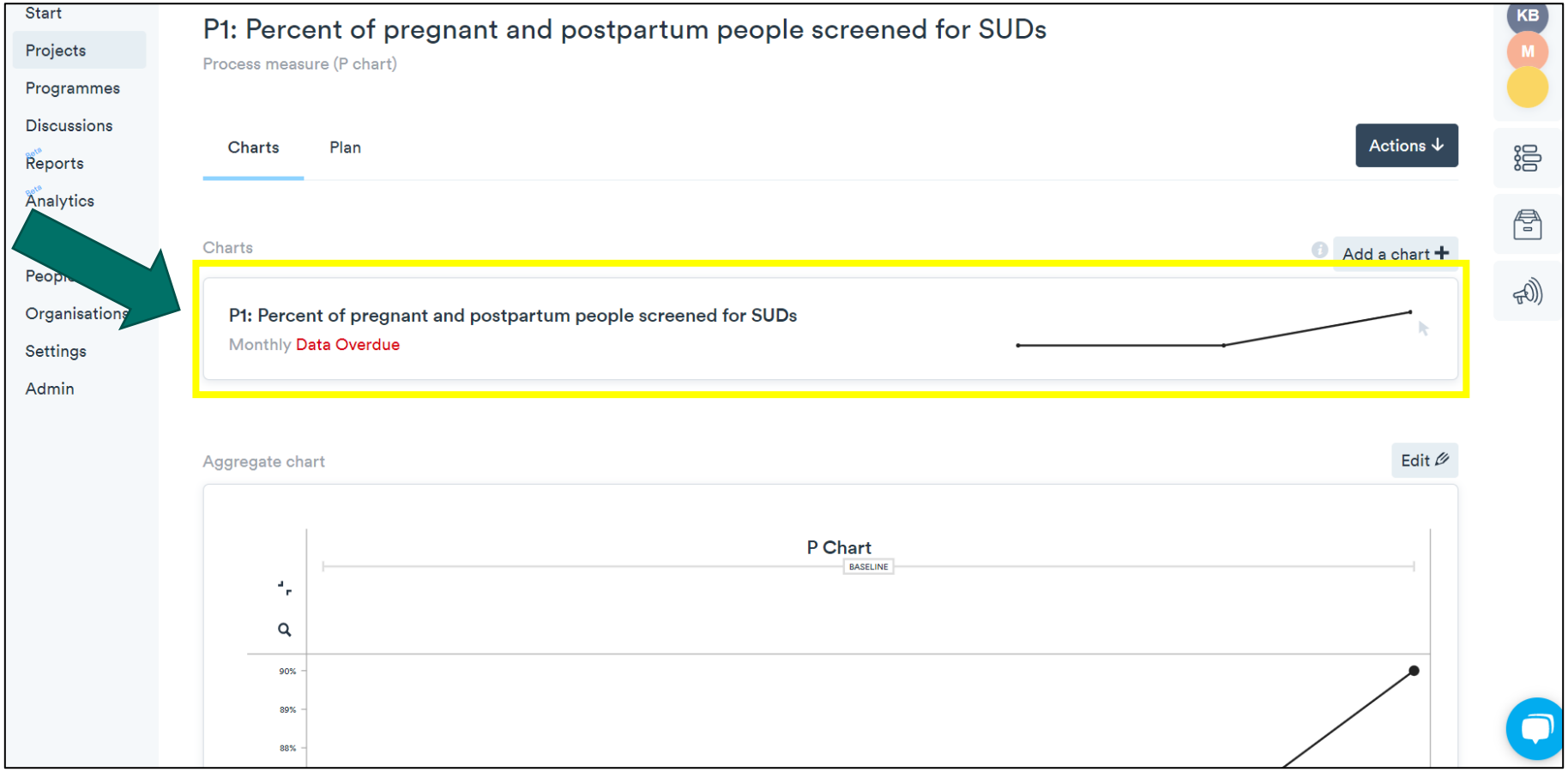
Step 6 – Entering Data

When entering data for next reporting period, click on individual "Measure"



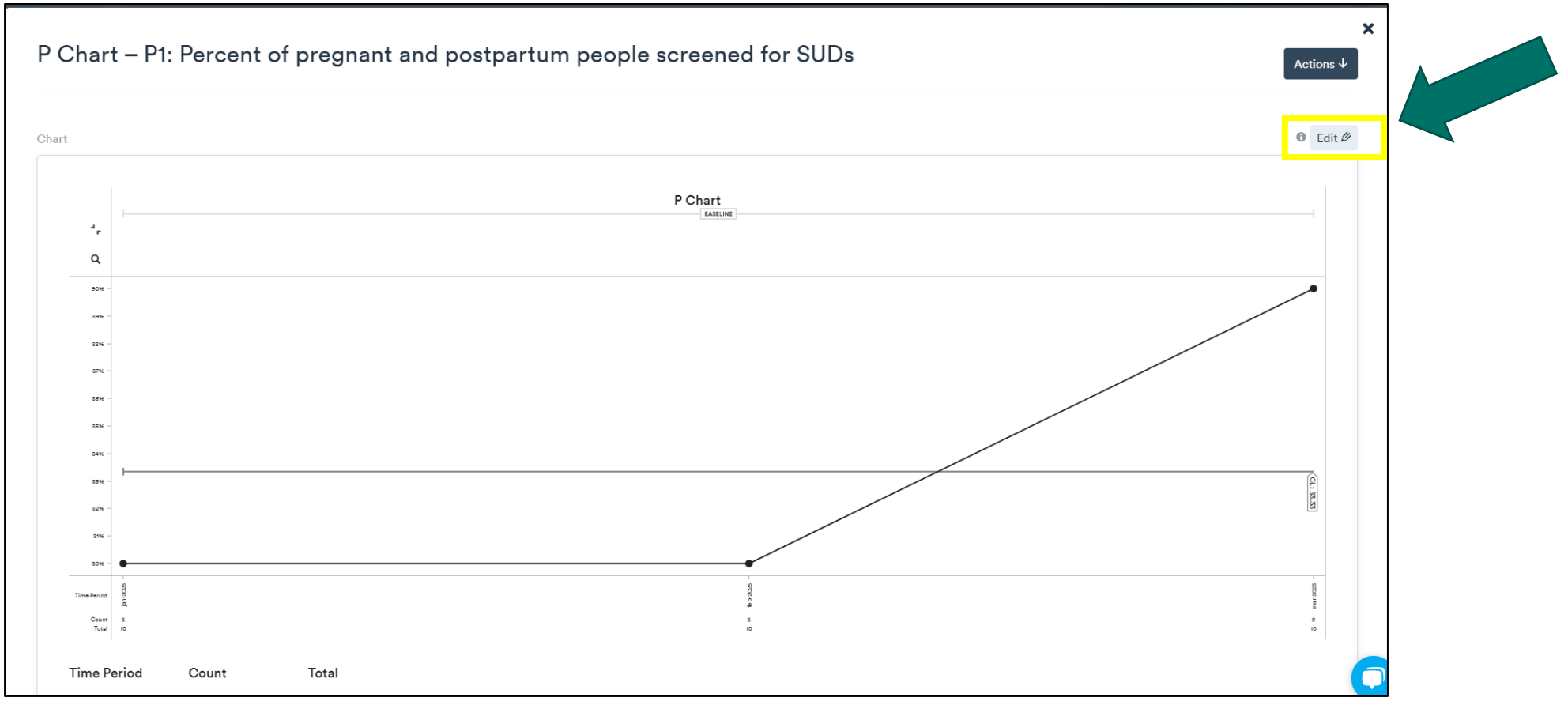
Step 7 – Entering Data

Then click on “Measure Chart”



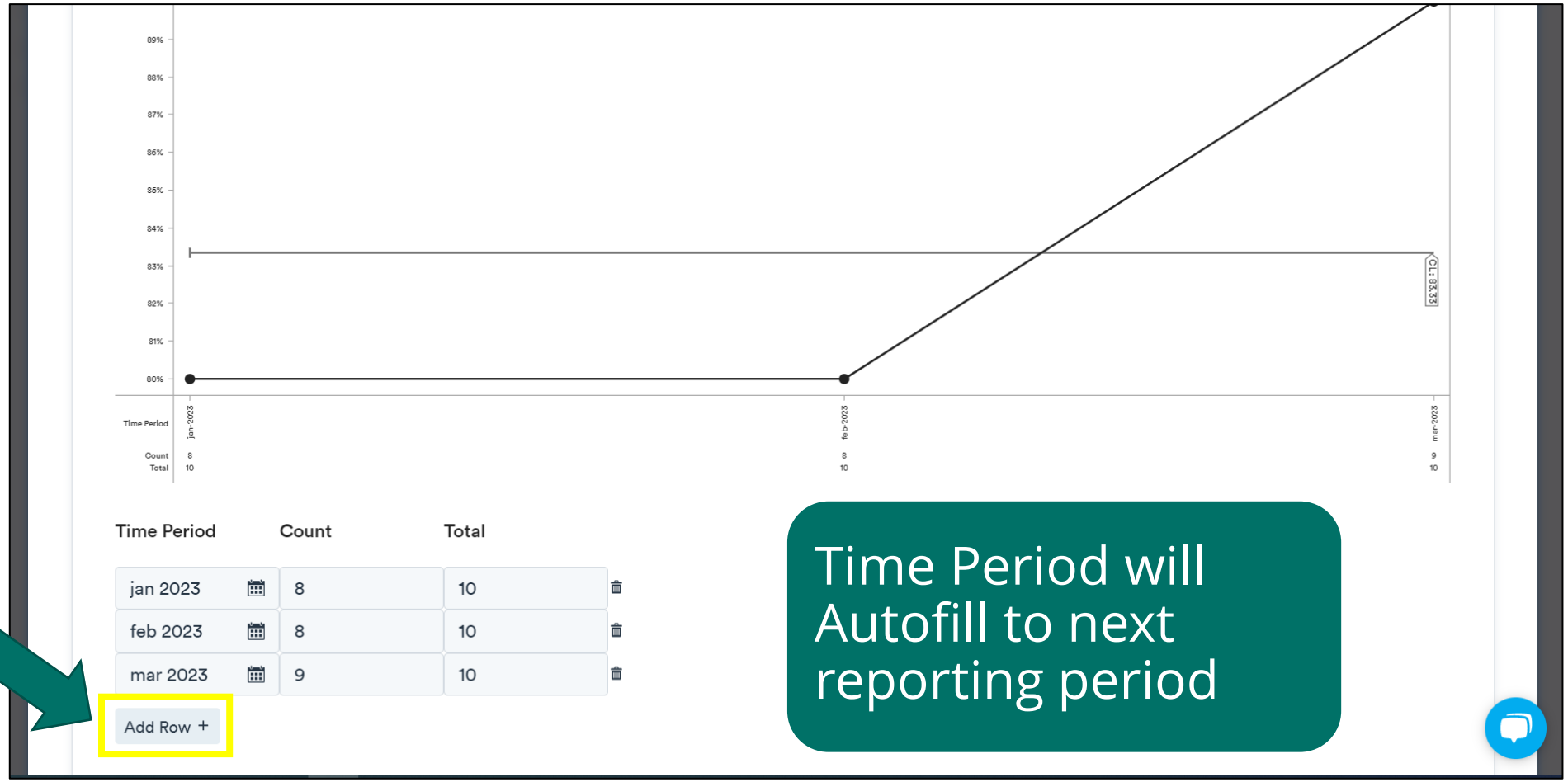
Step 8 – Entering Data

Then Click “Edit”



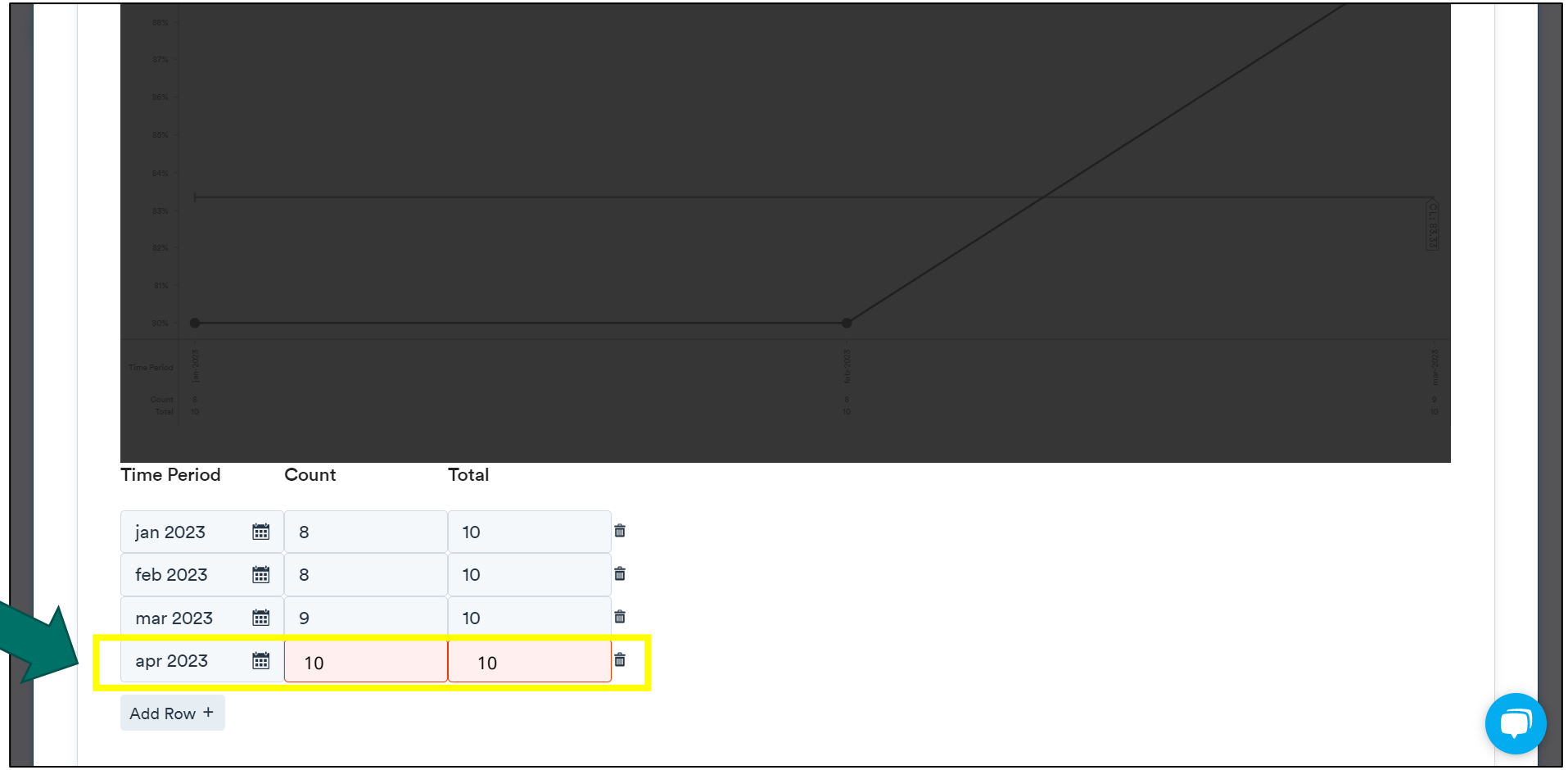
Step 9 – Entering Data

Then Click “Add Row +”



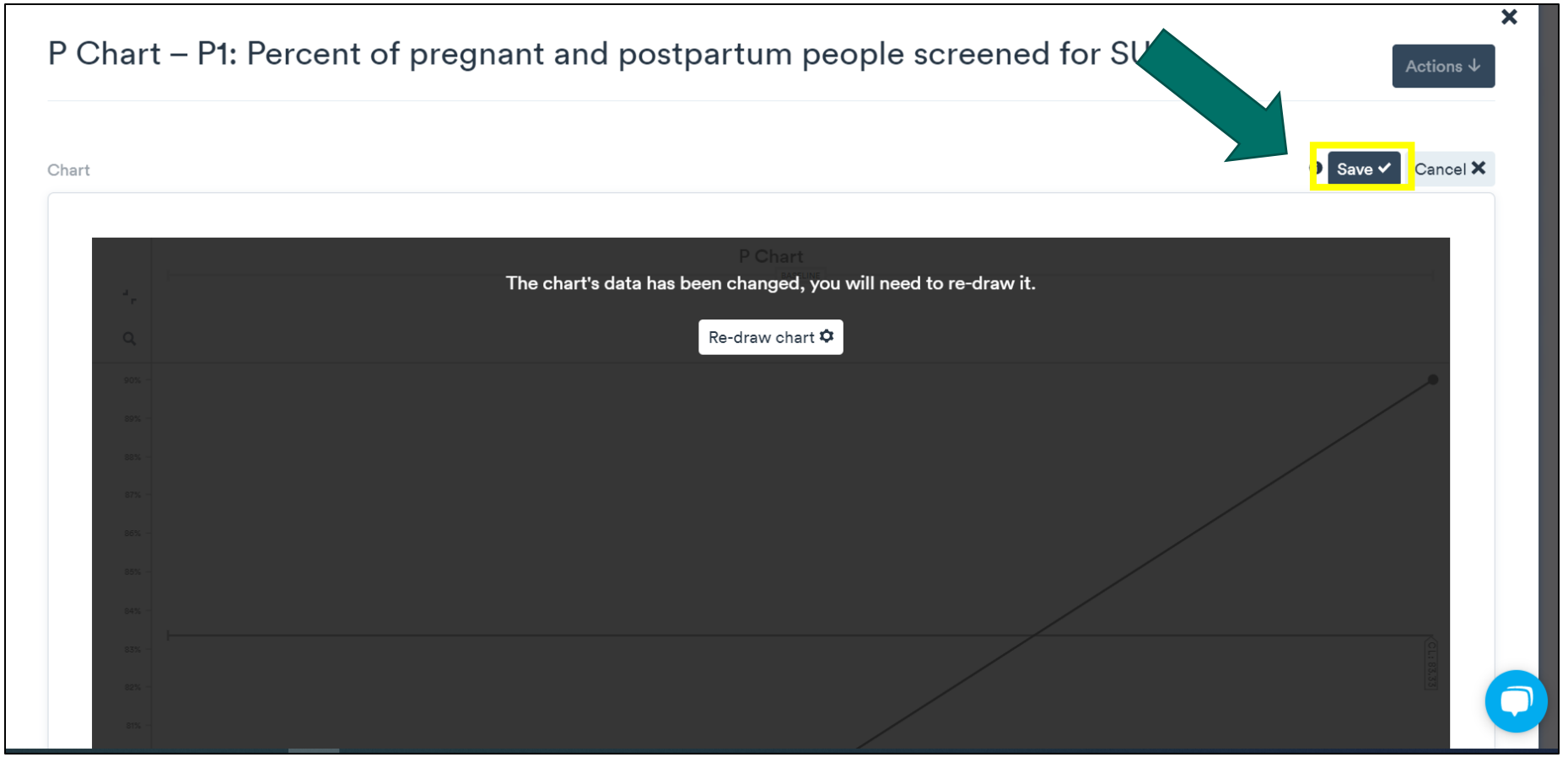
Step 10 – Entering Data

Enter Numerator in “Count” cell and Denominator in “Total” cell



Step 11 – Entering Data

Then Click “Save”



Creating a Chart and Entering Data

See video below detailing the create a chart process

- Creating a Chart Tutorial Video

General Information on Entering Data

You can enter data manually or export from excel.

To export data from excel, data must:

- Be formatted as it is in Life QI (i.e. same number of columns- date/numerator/denominator)
- Be formatted in UK setting of Day/Month/Year
  - Format cell in excel by changing date setting locale to English (United Kingdom) or change to custom mmm-yy

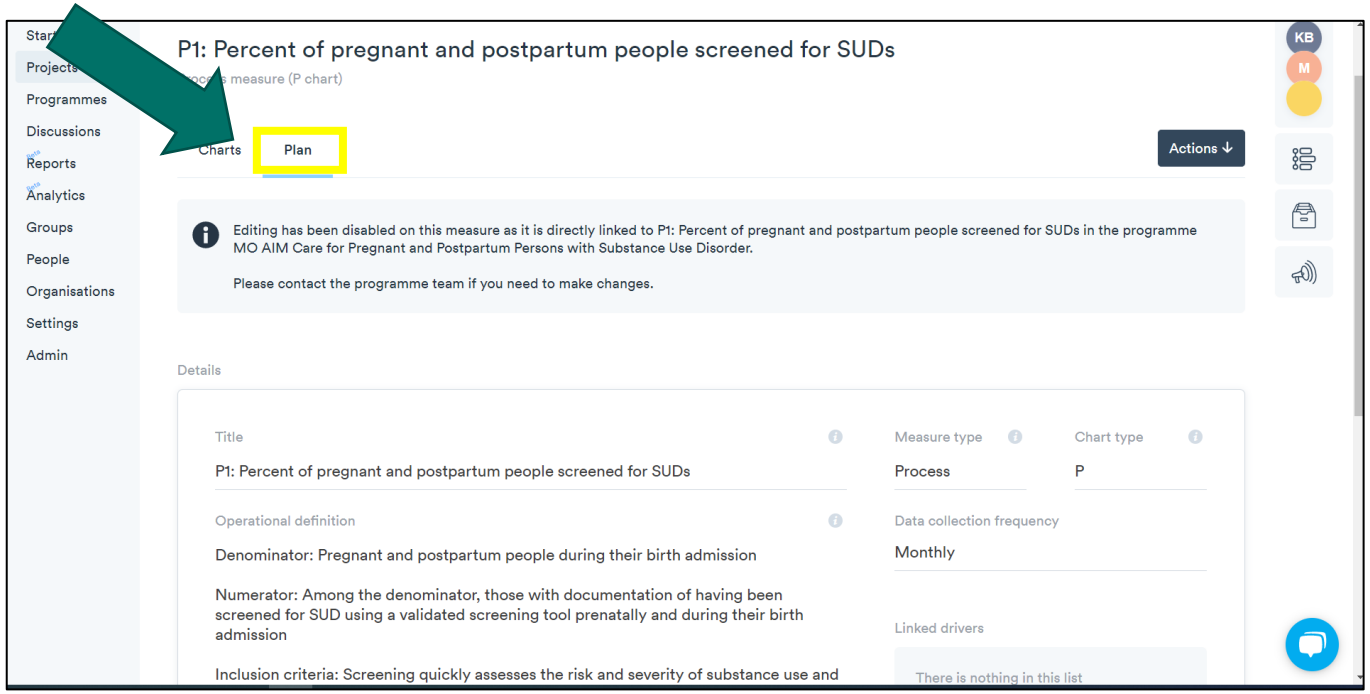
Once data is formatted correctly, copy data then right click in first date box on the left and click paste.

Other Tips

Within an individual “Measure” page, Click “Plan” to the right of Charts

The “Plan” tab provides all “Measure” details including:

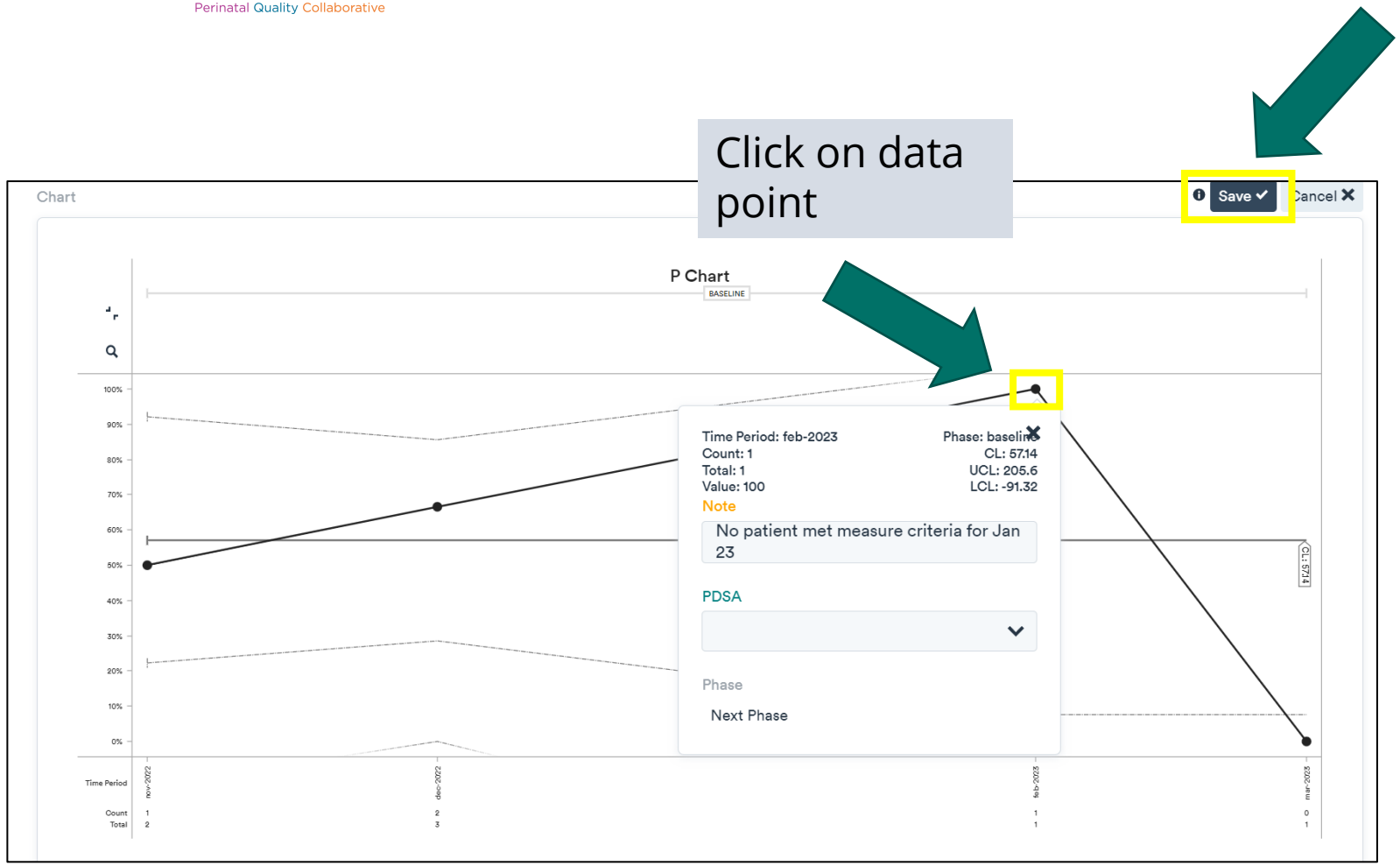
- Title
- Measure Type
- Operational Definition
- Data reporting frequency



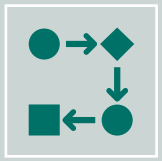
Other Tips

Do not enter 0/0 for reporting period. This entry creates issues with the aggregate chart.

- If you do not have any patients that meet criteria for a measure during reporting period, skip that month/quarter.
- Click on “Measure Chart”, then “Edit”
  - Click on data point on graphed line, make note that no patients met measure criteria for X time period, then click “Save”



Review



Repeat Steps 1-5 for Initial Data entry and Chart Creation for each required measure within your project.

Click here to return to Step 1

Repeat Steps 6-11 when Entering Data for each required measure for all subsequent reporting periods.

Click here to return to Step 6

Creating PDSAs

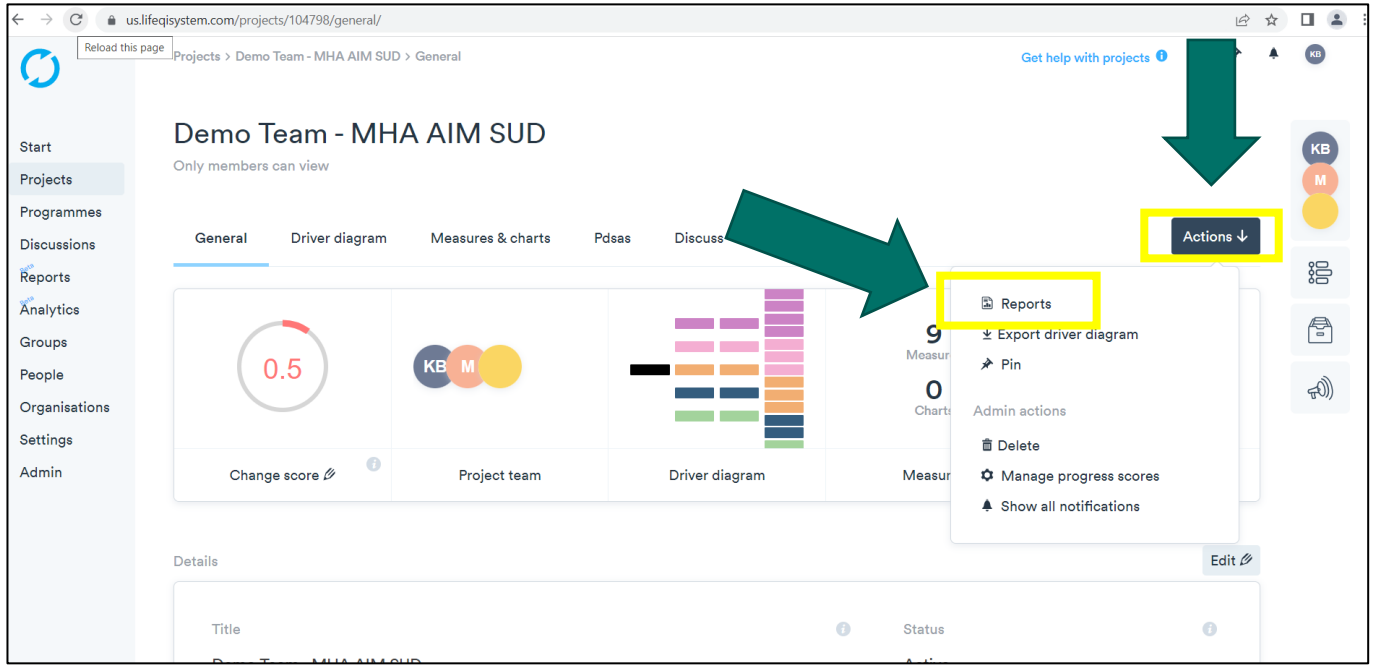
Click the links below to learn about and create a PDSA.

- Understanding PDSA cycles
- Planning a PDSA cycle
- Creating a new PDSA video
- Ramping an existing PDSA cycle

Reports

To view the “MO PQC Report”, click on “Actions” tab, then “Reports”

The “MO PQC Report” provides each measure’s chart for you to print and display for your team’s review.



Resources

Get Help with Link takes you to Life QI Help Center

- Located at the top right corner of the webpage

Resources

Please reach out to Katie Brassfield @ Kbrassfield@mhanet.com with any questions.