

## ePACT2

Practice – Accessing dashboards & pre-built reports



## **Interactive Contents**

**Use this interactive content list to jump straight to the content you want to see.**

**Just click the titles below to go directly to that section:**

### **Accessing a Dashboard**

[Accessing a Dashboard](#)

### **Navigating the Dashboard**

[Selecting a dashboard page](#)

[Dashboard Criteria Selection](#)

[Data Views](#)

### **Exporting and Printing the Data**

[Exporting & Printing a Dashboard Page](#)

[Exporting & Printing Individual Reports](#)

### **Accessing a Prebuilt Report**

[Accessing a Pre-built report](#)

[Using a Standard Report](#)

[Using a Report Template](#)

### **Getting more help**

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## Accessing a Dashboard

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ePACT2 includes several dashboards which provide high level information to help you measure, benchmark and prioritise areas you may like to focus your resource on.

Dashboards provide easy-to-use analysis and reports supporting patient safety and improving patient outcomes and medicines optimisation.

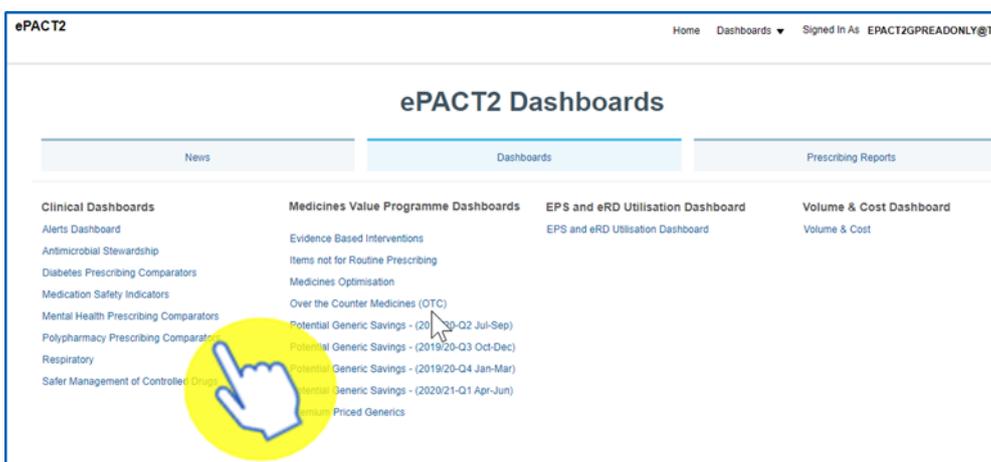
Detailed information and specification documents for the dashboards are available via the NHSBSA website here: <https://www.nhsbsa.nhs.uk/epact2/epact2-dashboardsspecifications>

## Accessing a Dashboard

1. Select the 'Dashboards' link from the Landing page.



2. The dashboard page will open and display all available dashboards. From here click the blue link of the dashboards you want to open.



## Navigating the Dashboard

For this guide we will look at the Polypharmacy dashboard, however all the dashboards produced by the NHSBSA work in a similar way.

### Selecting a dashboard page

Dashboards are made up of several different pages which allow you to select different sets of information. For example, you can view information at different organisation levels.

1. To navigate to a different page, click on the tab of the page you would like to view.



2. The dashboard will open the selected page.



## Dashboard Criteria Selection

The dashboard will have a 'Dashboard Criteria Selection' pane, here you can select the data you want the dashboard to show.

\* Select Comparator: Average number of unique medicines per patient

\* Select Comparator Range:  All Patients  Aged 65 and Over  Aged 75 and Over  Aged 85 and Over

\* Select Month: 202009 \* Select CCG to Highlight: CENTRAL LONDON (WESTMINSTER) CCG

\* Select Practice: COVENT GARDEN MEDICAL CENTRE (E87045)

The dashboard will default to show data for the latest time period available and the practice you are registered under, if you have access to a number of practice's the system will default to the first one you registered under.

The options available in the pane will change depending on the dashboard you are looking at.

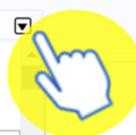
To change what is shown in the dashboard all you need to do is select an option from the boxes in the criteria pane

1. Click on the drop-down arrow to the right of the box you would like to update.

\* Select Comparator: Average number of unique medicines per patient

\* Select Comparator Range:  All Patients  Aged 65 and Over  Aged 75 and Over  Aged 85 and Over

\* Select Month: 202009 \* Select CCG to Highlight: CENTRAL LONDON (WESTMINSTER) CCG

\* Select Practice: COVENT GARDEN MEDICAL CENTRE (E87045) 

COVENT GARDEN

BELGRAVIA SURGERY (E87005)

CAVENDISH HEALTH CENTRE (E87745)

CONNAUGHT SQUARE PRACTICE (E87037)

COVENT GARDEN MEDICAL CENTRE (E87045)

CRAWFORD STREET SURGERY (E87070)

CROMPTON MEDICAL CENTRE (E87052)

Search...

2. Click on the data you want to view from the list

\* Select Comparator: Average number of unique medicines per patient

\* Select Comparator Range:  All Patients  Aged 65 and Over  Aged 75 and Over  Aged 85 and Over

\* Select Month: 202009 \* Select CCG to Highlight: CENTRAL LONDON (WESTMINSTER) CCG

\* Select Practice: COVENT GARDEN MEDICAL CENTRE (E87045) 

COVENT GARDEN

BELGRAVIA SURGERY (E87005)

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COVENT GARDEN MEDICAL CENTRE (E87045)

CRAWFORD STREET SURGERY (E87070)

CROMPTON MEDICAL CENTRE (E87052)

Search...

Once selected the dashboard will automatically update and display the required data.

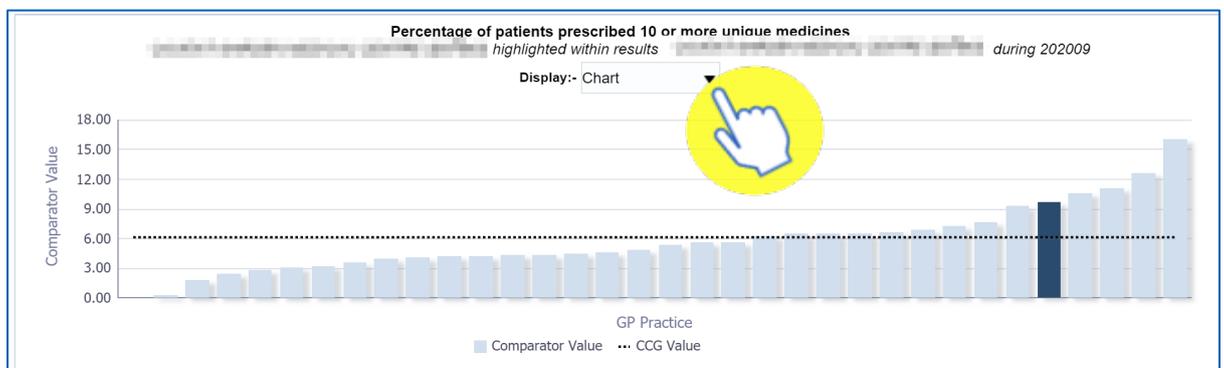
## Data Views

Some report contained within the dashboard will be available in both 'Chart' and 'Data' formats.

It may be useful for you to see the data that is making the chart. Sometimes the data can give you more insight, for example in the polypharmacy dashboard by looking at the data tab you can see the patient count rather than the percentage of patients.

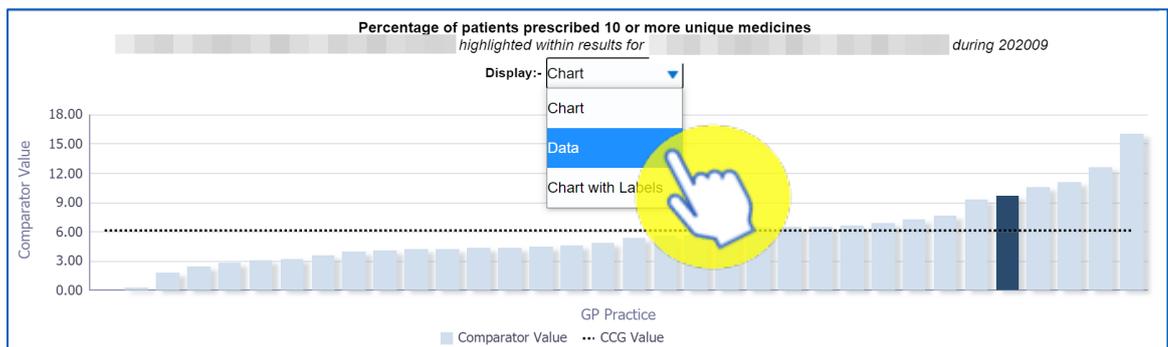
To change the view

1. Select the drop-down option



2. The views available will be displayed – usually Chart and Data, click on the view you want to see

1



## Exporting and Printing the Data

Information can be export from the dashboard in several ways and in a number of different formats, these formats are standard throughout the system.

Print Formats:

- Printable PDF
- Printable HTML

Export Formats:

Formatted:

- PDF
- Excel
- PowerPoint
- Web Archive

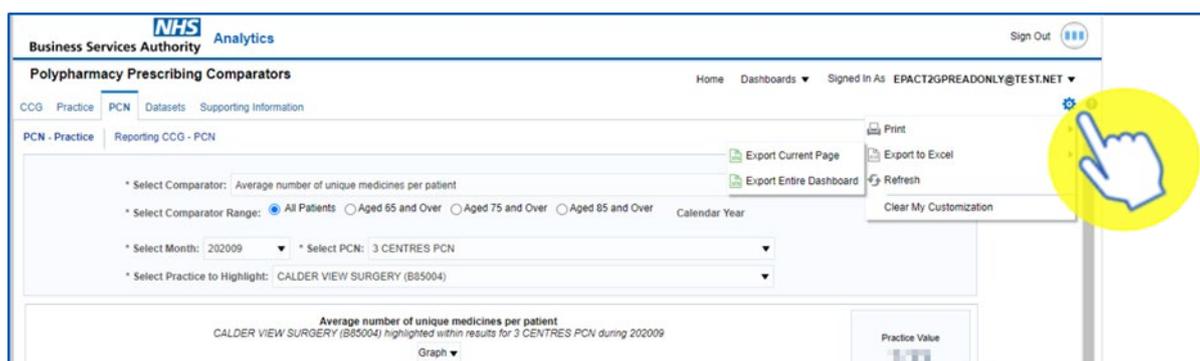
Data:

- Excel
- CSV
- Tab Delimited
- XML

## Exporting & Printing a Dashboard Page

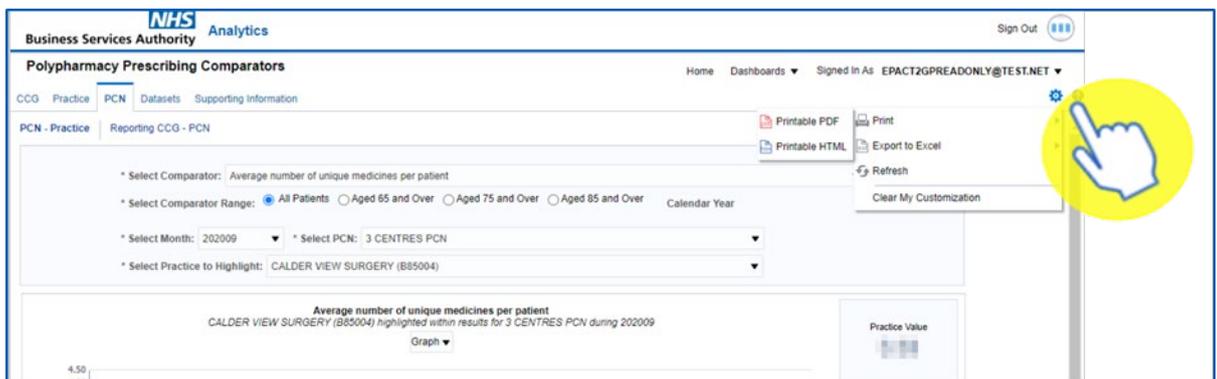
### Exporting a Dashboard Page

1. Select the 'cog' icon in the upper right-hand corner
2. From the drop-down list presented select the option to 'Export to Excel'
3. Select 'Export Current Page'



## Printing a Dashboard Page

1. Select the 'cog' icon in the upper right-hand corner
2. From the drop-down list presented select the option to 'Print'
3. Select print format required



The screenshot shows the NHS Analytics interface for 'Polypharmacy Prescribing Comparators'. The top right corner features a 'Sign Out' button and a 'cog' icon. A yellow circle highlights this icon, which has opened a menu with the following options: 'Printable PDF', 'Print', 'Printable HTML', 'Export to Excel', 'Refresh', and 'Clear My Customization'. The main content area displays filters for 'Select Comparator', 'Select Comparator Range', 'Select Month', 'Select PCN', and 'Select Practice to Highlight'. Below the filters, a bar chart shows the 'Average number of unique medicines per patient' for 'CALDER VIEW SURGERY (B85004)' in 202009, with a value of 4.50. A 'Practice Value' box is also visible on the right.

## Exporting & Printing Individual Reports

### Exporting Individual Reports

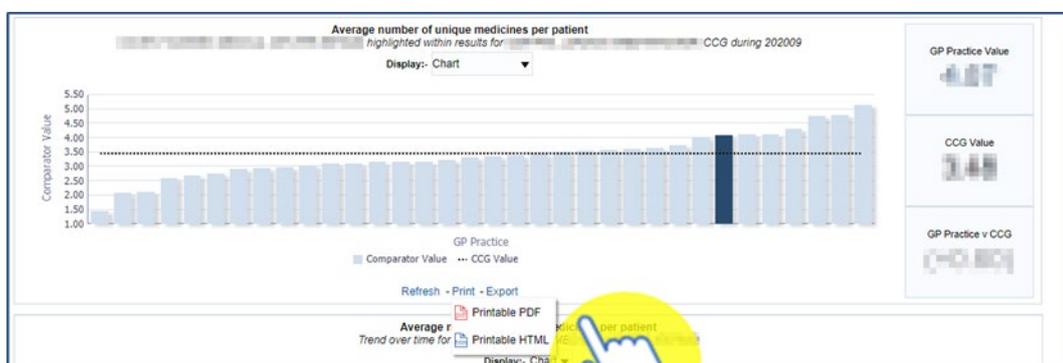
1. Select the 'Export' option below the report required.
2. A drop-down list with the formats available to export in will be displayed
3. Select the format required from the list presented



The screenshot shows a detailed view of a report titled 'Average number of unique medicines per patient'. The chart displays 'Comparator Value' on the y-axis (ranging from 1.00 to 5.50) and 'GP Practice' on the x-axis. A horizontal dashed line represents the 'CCG Value' at approximately 3.50. A legend indicates 'Comparator Value' (blue bars) and 'CCG Value' (dashed line). Below the chart, there are 'Refresh - Print - Export' buttons. A yellow circle highlights the 'Export' button, which has opened a menu with the following options: 'Formatted', 'Data', 'PDF', 'Excel', 'Powerpoint', and 'Web Archive'. The bottom of the page shows a 'Definition' section with the text 'Average number of unique medicines prescribed per patient' and a 'Numerator' section.

## Printing Individual Reports

1. Select the 'Print' option below the report required
2. Select the format required from the drop-down list presented



## Accessing a Prebuilt Report

Prebuilt reports are available in two different formats. Standard reports are available which allow users to access data for a specific prescribing area. There are also some report templates which allow users to set the criteria for the data.

### Accessing a Pre-built report

3. To access 'Prescribing Reports' from the Landing page select 'Prescribing Reports'

Business Services Authority NHS Analytics Sign Out

ePACT2 Home Dashboards Signed In As: EPACT2GPREADONLY@TEST.NET

Welcome to ePACT2

News Dashboards Prescribing Reports

NEWS FEED

New 23 November 2020 Private CD Analysis, CD Requisitions and Out of Hours Reports

When Private CD's, CD requisitions and Out of Hours Care data was released into ePACT2 for January 2020 through to April 2020 there was a loss of detail in the data relating to unidentified geographies and prescriber items. This has now been rectified and given the nature and content of these reports we have therefore taken the decision to reload the data for these four months in ePACT2. This refreshed data has now been made available alongside May and June 2020 data.

Please accept our sincere apologies for any inconvenience caused.

17 November 2020 Similar 10 views available

Similar 10 views have been reinstated into ePACT2 Dashboards.

New - 2 November 2020 Evidence Based Intervention (EBI) Dashboard - Highlighted

ePACT2 LAI

Prescribing Report: Sep-20

Remuneration Report: Aug-20

SANDBOX

Community Pharmacy Demand Dashboard

EPS Medicines Dashboard

Multiple Medicines Patient Count

PADM Patient Analysis

SPS Drug Monitoring during Covid-19

TRAINING

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4. You will be taken to the 'Prescribing Reports' section, all reports are accessed by expanding the report category and selecting the blue link for the report you wish to view:

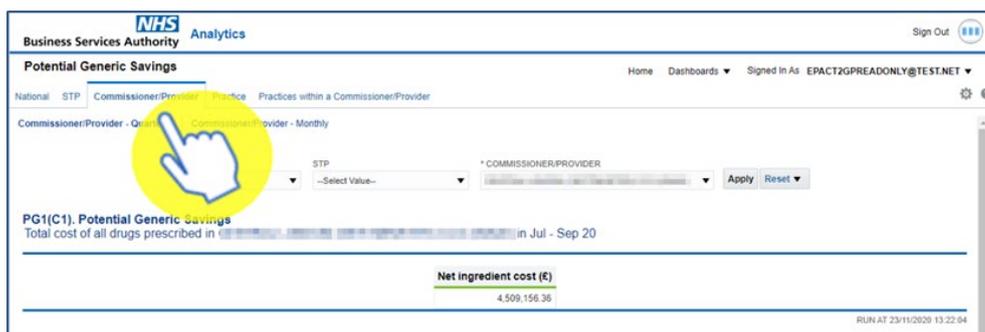


## Using a Standard Report

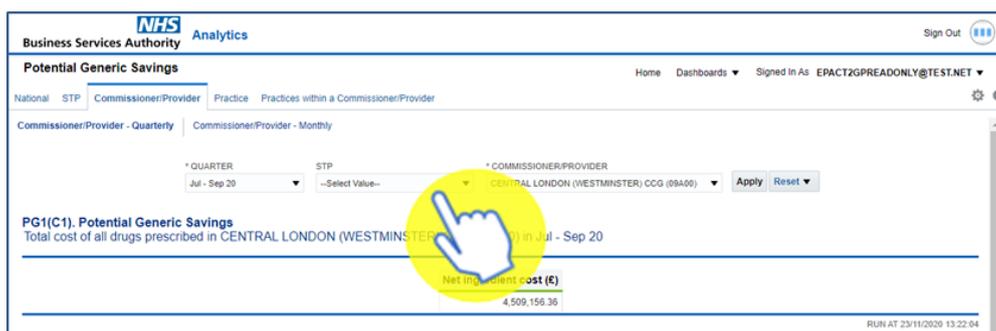
The 'Standard Reports' all work in a similar way which is very similar to the dashboards.

The reports will be made up of numerous pages, these can be accessed in the same way as in the dashboards

5. Select the report page you wish to view



6. The criteria selection pane can be used to select the criteria for a report



- Once generated the report can be printed or exported using the links beneath the report

The screenshot shows the NHS Analytics interface for 'Potential Generic Savings'. The report title is 'PG1(C1). Potential Generic Savings' and it displays the total cost of all drugs prescribed in a specific quarter (Jul - Sep 20). The net ingredient cost is listed as 4,509,156.36. Below the report, there is a 'Print - Export' link, which is highlighted by a yellow circle with a hand icon pointing to it.

## Using a Report Template

- When you open the report, you will be prompted with the report criteria pane. In this pane you must select the criteria you want the report to run for.

The screenshot shows the 'ePACT2' report criteria pane in NHS Analytics. It includes several dropdown menus for selecting criteria:
 

- \* Month: Sep-20
- \* Commissioner / Provider plus Code: CENTRAL LONDON PRESCRIPTIONS
- \* Practice plus Code: [Selected]
- BNF Chapter plus Code: --Select Value--
- BNF Section plus Code: --Select Value--
- BNF Paragraph plus Code: --Select Value--
- BNF Sub Paragraph plus Code: --Select Value--
- BNF Chemical Substance plus Code: --Select Value--
- BNF Product plus Code: --Select Value--
- BNF Presentation plus Code: --Select Value--

 At the bottom right, there are 'OK' and 'Reset' buttons.

- Once the required criteria is selected select 'Ok' to generate the report

This screenshot is identical to the previous one, showing the 'ePACT2' report criteria pane. A yellow circle with a hand icon is now positioned over the 'OK' button at the bottom right, indicating the next step in the process.

- The report will be generated, the table will contain fields specific to the report selected

Business Services Authority **NHS** Analytics Sign Out

ePACT2 Home Dashboards Signed In As EPACT2GPREADONLY@TEST.NET

### High Cost Drugs Report

Quarter is equal to Jul - Sep 20  
and Month is equal to Sep-20  
and Commissioner / Provider plus Code is equal to CE  
and Practice plus Code is equal to

Practice	Practice Code	BNF Presentation	BNF Presentation Code	Actual Cost (£) per Item	Actual Cost (£)	Items	Quantity X Items
	E87045	Exception Handler Unspecified Item	190201000AABLBL		0.00	0	0.0
	E87045	Sumatriptan 6mg/0.5ml inj pre-filled disposable devices	0407041T0AAAJAI	627	1,880.50	3	90.0
	E87045	Fortini liquid (2 flavours)	090402000BBLHA0	308	308.41	1	18,000.0
	E87045	Sacubitril 49mg / Valsartan 51mg tablets	0205052AEAAAAAA	255	255.09	1	168.0
	E87045	Dalteparin sodium 15,000units/0.6ml inj pre-filled syringes	0208010L0AAHAH	236	235.92	1	30.0
	E87045	Keppra 500mg tablets	0408010A0BBABAB	229	229.01	1	300.0
	E87045	Ensure Plus Fibre liquid (5 flavours)	090402000BBJQA0	228	227.78	1	22,400.0
	E87045	Zoladex LA 10.8mg implant SafeSystem pre-filled syringes	0803042K0BBABAB	218	436.48	2	2.0

- Once generated the report can be printed or exported using the links beneath the report

	E87045	Ramipril 5mg tablets	0205051R0AAAMAM	1	4.24	8	56.0
	E87045	Vitamins capsules	0906070T0AAAAAA	1	3.16	6	172.0
	E87045	Digoxin 62.5microgram tablets	0201010F0AAADAD	0	4.44	9	63.0
	E87045	Aripiprazole 15mg tablets	0402010ADAABAB	0	1.97	4	28.0
	E87045	Folic acid 400microgram tablets	0901020G0AABFBF	0	21.12	45	450.0
	E87045	Diazepam 2mg tablets	0401020K0AAHAH	0	21.80	56	548.0
	E87045	Priadel 400mg modified-release tablets	0402030K0BFAAAF	0	16.99	44	322.0
	E87045	Betahistine 8mg tablets	0406000B0AAAAAA	0	0.54	2	14.0
	E87045	Diazepam 10mg tablets	0401020K0AAAJAJ	0	20.47	78	357.0

Return - Edit - Refresh - Print - Export



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## Getting more help

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### **Additional training material and user guides**

The ePACT2 training team has developed several how to guides to help you get the best out of ePACT2. These can be found on our [ePACT2 user guides page](#)

### **Webinar sessions**

We offer a free, personalised webinar training service to all our users and you can book as many as you need.

Our webinar sessions are booked as 1.5 hour slots and are delivered just to you or your invited colleagues. Our experienced trainers deliver these session using MS Teams.

You can let us know if you have any specific topics or reports you'd like to cover or if you would prefer an introductory tour. You can take part wherever you are as long as you can get online.

You can find our more and book you webinar by going to our [ePACT2 training page](#)