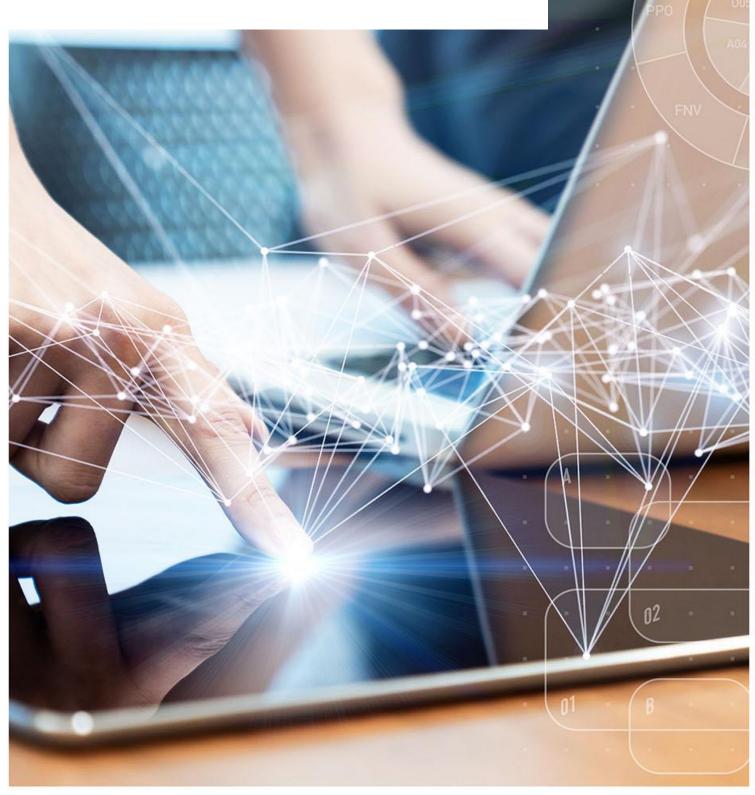


ePACT2 user guide

Building an Analysis



Interactive Contents

Use this interactive contents list to jump straight to the content you want to see. Just click the titles below to go directly to that section:

Contents

Building an Analysis

Starting an analysis

Applying filters to an analysis

Getting more help

Building an Analysis

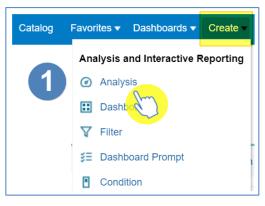
A new analysis can be created by selecting 'Create' from the toolbar at the top of the page.

Home	Catalog	Favorites 🔻	Dashboards 🔻	Create 🗸	Open 🔻	9
				C		

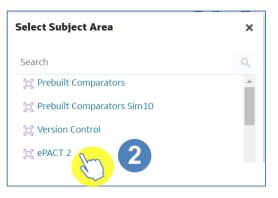
Starting an analysis

Once you have selected 'Create' you will be presented with a list of options.

1. From the list provided select 'Analysis'.



2. From the 'Select Subject Area' select 'ePACT2'.



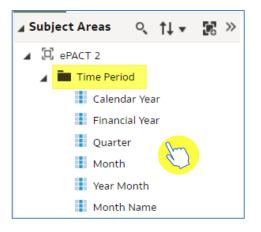
3. The analysis builder will then open.

 Untitled 		Home	Catalog	Favorites 🔻	Dashboards 🗸	Create 🔻	Open 🔻	2
Criteria Results Prompts Advan	ced							?
∡ Subject Ar 1 ↑↓ ▼ ≫	T 🥵 832							
 ePACT 2 Time Period Organisation Drug / Appliance Reporting Fields Patient 	▲ Selected Columns	2	Drop Colu	mns Here			۲	××
	Filters						T X	* **
List All My Folders Shared Folders			Add Filte	rs Here				

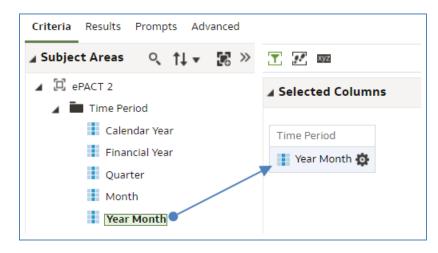
1) Subject Area	From here you can select columns to include in your analysis
2) Selected Columns	This will show the columns of data you will return
3) Filters	The filters applied to your analysis will show here
4) Catalog	From here you can select saved content to include in your analysis

Adding columns to an analysis

- 1. To select columns to include in your analysis, expand the folder you wish to include a column from. For example, to select a time period column first select the drop-down icon from the 'Time Period' folder.
- 2. You will then be presented with a list of available time period columns.



- 3. There are two ways you can select a column:
 - Click on the column you would like to include and drag it into the 'Selected Column' pane.
 - Double click on the selected column.



Please note: the column you include defines the level of data that will be returned. In this example, by entering the 'Year Month' column, this means the analysis will return data monthly. If a 'Quarter' column was included, the data would come back quarterly.

The quickest way to add columns into your analysis is to double click them from the Subject Area folder listing.

Once you have included the columns of data you wish to return, you then need to apply filters to your analysis.



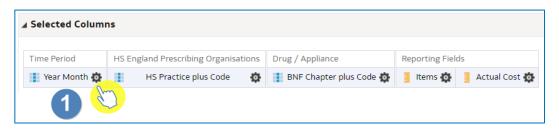
If you did not apply filters, the system would try and bring down all data that the NHSBSA ePACT2 system holds. Filters are what you apply to your analysis to restrict the report to just show the data you require.

Applying filters to an analysis

Apply a filter using a column in your report

There are two ways you can apply a filter, the first is to filter on a selected column.

1. Select the cog icon on the column you wish to filter the analysis by.



2. You will then be presented with the column options, from here select 'Filter'.



3. This will open the 'New Filter' pane.

New Filter			@ ×
Column	Year Month	fx	
Operator	is equal to / is in		• 2
Value			- Q
	Add More Options	Clear All	
Protect	Filter		
Convert	this filter to SQL		
		Α	
			OK Cancel

1) Column	Indicates the column you are applying a filter to
2) Operator	This is the condition applied to the filter
3) Value	This is where you select the value you want to filter the column on
4) OK	Select OK to apply the filter to your analysis



Never type into the value box; you should always select a value by either selecting the drop-down arrow or selecting the magnifying glass.

Selecting a value to filter on

There are two ways of selecting a value to filter on.

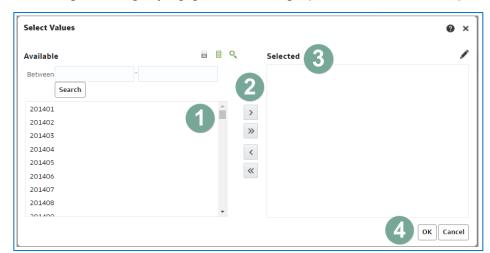
1. The first option is to select the drop-down arrow option and pick a value from the available list.

New Filte	r	0
Column	Year Month fx	
Operator	is equal to / is in	•
Value		• (
	201401	S.
Protect	201402	
Convert	201403	
	201404	
	201405	
	201406 Search Limited Values All Values	•
		OK Cance

If you select the drop-down this will only display the first 250 values available.

2. The second option is to select the magnifying glass icon.

New Filte	r		0 ×
Column	Year Month	fx	
Operator	is equal to / is in		•
Value			- Q
	Add More Options 🔻	Clear All	J.
Protect	Filter		
Convert	this filter to SQL		
			OK Cancel



3. Selecting the magnifying glass will bring up the 'Select Values' pane.

	The left-hand box displays all available values, you can
1) Available values	select a value by clicking on it to highlight the value
2) Arrow icons	The middle icons allow you to move a value to or from the
	selected box
3) 'Selected'	The values in the selected box are what will be applied to
J) Delected	your analysis
4) 'OK'	Selecting 'OK' will action the filter and apply it to your
4) 01	analysis

- 4. Within the 'Select Values' pane you can select a value by double clicking on it, this will move it from the 'Available' section to the 'Selected' section.
- 5. Alternatively select the value to highlight it.
- 6. Select the single right facing arrow icon to move the highlighted value into the 'Selected' section.

Select Values			0 ×
Available		Selected	/
Between -	6		
202206	^ >		
202207			
202208	>>		
202209	<		
202210	~		
202211	~~		
202212 5			
202301			
202302	•		
		ок	Cancel

7. Select 'OK' to apply the filter.

Selected 202212		
202212		
> > < < < < < < < < < < < < < < < < < <		
7 OK Cancel	> >> <	
		OK Cancel
	Selecting this ico	n » will move all available val

 Select 'OK' on the 'New Filter' pane, this pane will show the filter you are about to apply. In this example, it is for the year month being in or equal to 202212 (December 2022).

New Filter	r	@ ×
Column	Year Month	fx
Operator	is equal to / is in	•
Value	202212	- O
	Add More Options 🔻	Clear All
Protect	Filter	
Convert	this filter to SQL	
		8 OK Cancel

value.

9. When you select 'OK' the filter is then applied to the analysis.

Criteria Results Prompts Advanced							H	<i>i</i>	8
🖌 Subject Areas 🔍 † 🗸 😿 »	T 🗾 🔤								
ePACT 2 Time Period in Organisation	▲ Selected Columns							۲	ž
	Time Period	HS England Prescribing Orga	nisations	Drug / Appliance	Reporting Field	ls			
 Drug / Appliance Reporting Fields 	🚹 Year Month 🔅	HS Practice plus Cod	e 🔅	BNF Chapter plus Code 🥸	📒 Items 🔯	Actual Cost 🏚			
Patient									
	Filters						ſ¢	×	>
	V Year Month is equa	l to / is in 202212							

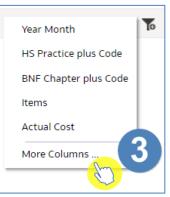
Applying a filter from the filter pane

The second way to apply a filter is by using the filter pane itself.

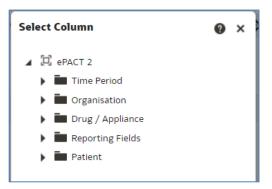
1. Within the filter pane select the funnel icon.

⊿ Filters	70	×	»
$\overline{\mathbf{V}}$ Year Month is equal to / is in 202212			

- 2. Selecting the funnel icon allows the selection of a column already included in your analysis to apply a filter on, or you have the option for 'More Columns...'.
- 3. Select 'More Columns...'



4. You will then be presented with the 'Select Column' list.



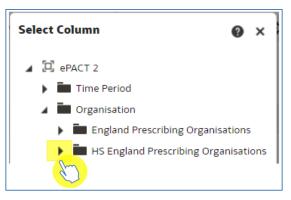
By selecting more columns, you are able to filter the analysis on a column you have not included in your report. For example, in our analysis we have included the 'Practice Plus Code' column. This means the data is coming back at practice level. If I filter on the practice column it is only going to give me the option to find a practice.

Whereas if I want to get data back at practice level for all practices under my SICB I would need to filter on a 'Commissioner provider' column. I do not have a 'Commissioner provider' column in my analysis, but I can pick this column to filter on from the 'More Columns...' option.

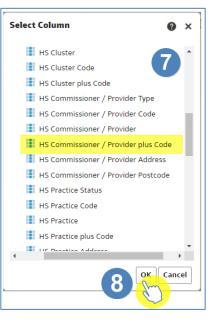
5. Select the drop-down option for the appropriate column. In this example we are going to filter the report by SICB by selecting the 'Organisation' folder.

Select Column	?	×
 PACT 2 Time Period Organisation Drug / Appliance Reporting Fields Patient 		

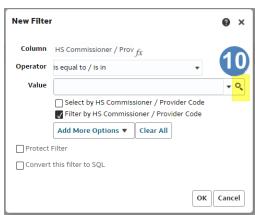
6. Select the drop down for 'HS England Prescribing Organisations'.



- 7. Scroll down the list and find the 'HS Commissioner / Provider plus Code' column, click on the column to highlight.
- 8. Select 'OK'.



- 9. You are then presented with the 'New Filter' pane.
- 10. Select the magnifying glass icon.



11. In the 'Select Values' pane we are going to search for our organisation. In this example we are going to look for 'NHS North East and North Cumbria ICB'. In the empty search box type 'NHS North East'.

Select Values		ø×
Available	Selected	1
Name Contains NHS North E Search Match Cas		
Choices Returned: 1 - 256 + More	 > > <	
		OK Cancel

12. In the 'Name' drop-down select the appropriate option. In this example we will leave the operator as 'Starts'.

Availa	able 12			o,
Name	Starts	•	NHS North East	
_	Contains Starts Ends is Like (pattern mate	:h)	Match Case	

Starts	Will search for a value that starts with the value you have
Starts	typed in
Contains	Will search for a value that contains the value you have
Contains	typed in
Ends	Will search for a value that ends in the value you have
Enus	typed
Is Like (pattern match)	Will search for a value similar to what you have typed

- 13. Select 'Search' to search the available values for Commissioner / Providers that starts with 'NHS North East'.
- 14. Select, 'NHS North East and North Cumbria ICB 13T' to highlight.

- 15. Select the single arrow to move to selected.
- 16. Select 'OK'.

Select Values			@ ×
Available		Selected	/
Name Starts NHS Nor Search 13 MHS Nor NHS NOR NHS NORTH EAST AND NORTH CUME NHS NORTH EAST AND NORTH CUME	Case RIA ICB - 00L (00L00; * IRIA ICB - 00N (00N0C IRIA ICB - 00P (00P00 IRIA ICB - 01H (01H0C IRIA ICB - 13T (13T00 IRIA ICB - 13T (13T00 IRIA ICB - 84H (84H	15 > ~ ~	
			16 ок салсе

17. Select 'OK' to apply the filter to your analysis.

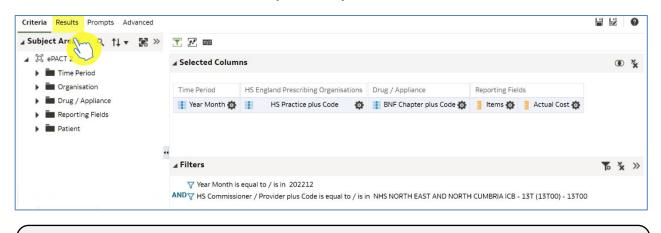
New Filte	r			0 ×		
Column	HS Commissioner / Prov	fx				
Operator	is equal to / is in		•			
Value	NHS NORTH EAST AND I		ABRIA ICB - 13	T • Q		
	Select by HS Commissioner / Provider Code					
	Add More Options 🔻	Clear All				
Protect	Filter					
Convert	this filter to SQL					
			ОК	Cancel		
		(

18. The filters pane will then be populated with your organisation filter.

Criteria Results Prompts Advanced					H	1	0
₄ Subject Areas 🔍 †↓ 🔻 😿 ≫	T 🗷 🔤						
 PACT 2 Time Period 	A Selected Column	ns				۲	×
Organisation	Time Period	HS England Prescribing Organisations	Drug / Appliance	Reporting Fields			
Trug / Appliance Reporting Fields The Patient	Year Month 🏠	HS Practice plus Code 🔅	BNF Chapter plus Code 🔂	📑 Items 🧔 📑 Actual Cost 🧔			
	Filters				Te	o X	; »
	and the second	equal to / is in 202212 oner / Provider plus Code is equal to / is in	NHS NORTH EAST AND NORTH	H CUMBRIA ICB - 13T (13T00) - 13T00			

Running your results

1. Select the 'Results' icon to run your analysis.



In this example we have also filtered on the 'BNF Chapter plus Code' column so the results will return only for 'Chapter 5 Infections'.

2. Your results will return in a table, as per the below image.

Criteria Results Prompts Advanced					
🖌 Subject Areas 🔍 † 🗸 😿 »	⋳ • ⊳ •	ଇ• ଇଡ଼ାb• ଅରେଇ ⊠ <u>k</u>] 📴 🗒 📑 📑	<i>!!</i>	
🖌 🖾 ePACT 2	Compound Lay	rout			
🕨 🖬 Time Period	Title			Γ	A] 🖌 🗙
Organisation					
Drug / Appliance	Table			A	372 💉 🗙
Reporting Fields					
Patient	Year Month	HS Practice plus Code	BNF Chapter plus Code	Items	Actual Cost
	202212	ACTUAL DISTANCE AND THE (AND IN)	Infections (05)	148	1,551.79
	202212	BREAKING REACHING THE REACHING	Infections (05)	386	3,314.38
	202212	second of their second participation of	Infections (05)	749	5,127.93
A Catalog 🗼 🐘 🖉 🥱	202212	INTERPRETATION AND CONTRACTOR	Infections (05)	348	2,454.97
List All 🗸	202212	SPTS AUDICIA/DOAL MOUT (ADADS)	Infections (05)	963	5,685.98
My Folders	202212	March 1996 NAMES OF GROUPS	Infections (05)	500	3,985.76
Shared Folders	202212	RESIDENTIAL REACTION OF THE OWNER	Infections (05)	761	4,460.10
	202212	NUMBER OF STREET AND ADDRESS OF STREET	Infections (05)	926	12,466.09

1. Select the 'View Properties' icon at the top of your table view.

Compo	ound Lay	out					
Title				[A		×
Table				[A]	372 1		×
Year	Month	HS Practice plus Code	BNF Chapter plus Code	Items	Actu	ial C	ost
	202212	Antonia Malaca, Placing (Media)	Infections (05)	148	1	,551	.79
	202212	BACIN VEHICLE, CARRIE (MICCO)	Infections (05)	386	3	,314	.38

- You will then be presented with the 'Table Properties'. From here select 'Content paging'.
- 3. Select 'OK'.

Table P	roperties			0	×
Style	Write Back				
	Data Viewing	 Fixed headers wit Content paging 	2	ntent	
		Paging Controls	Bottom 🔻		
		Rows per Page			ł
Displa	y Folder & Column Headings	Only column headings	•		
	Null Values	Include rows with a	only Null value	25	
	Row styling	🔽 Enable alternate st	yling 🗛		
	Duplicate values	Repeat in each row	I		
	Master-Detail	Listen to Master-	Detail Events		
		Event Channels			
					1
			3	OK Canc	el

4. This will then fit your table to the screen, as per the image below.

Table	able			
Year Month	HS Practice plus Code	BNF Chapter plus Code	Items	Actual Cost
202212	antesis estados Machiel pareiros	Infections (05)	148	1,551.79
202212	BADAVENIADICA.CIVID (ADD)	Infections (05)	386	3,314.38
202212	Internet and Article Article (Article)	Infections (05)	749	5,127.93
202212	INTERNATION OF A DATA SHOULD BE A DATA OF	Infections (05)	348	2,454.97
202212	NETTING A PRIMA MORE PARTY	Infections (05)	963	5,685.98
202212	and construction and an and a	Infections (05)	500	3,985.76
202212	BOD_EXTREMENDATION INFOUTPHINE PRO-	Infections (05)	761	4,460.10

Getting more help



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 <u>ePACT2 user guides page</u>

Webinar sessions

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

Our webinar sessions are booked as 1hour slots and we offer a number of different sessions covering a range of topics.

We also offer bespoke sessions which are delivered just to you or your invited colleagues. 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 of the system.

Our experienced trainers deliver these sessions using MS Teams and you can take part wherever you are as long as you can get online.

You can find our more and book your webinar by going to our ePACT2 training page