

COLLECTING YOUR DATA

The following is a tool to help your practice quickly identify the best way to collect data to better understand immunization rates and improve immunization coverage.

After completing your aim statement, your practice-change team should work with the following people to complete this worksheet:

1. The person who knows the most about collecting/pulling data from the primary data source (ie, EMR or IIS)
2. The person who will be responsible for collecting/pulling the data monthly (or at intervals of your choosing)
3. The physician lead for your initiative

Fill in the following:

Aim statement: _____

Practice-change team members: _____

Person who will collect/pull data: _____

STEP 1 CLEARLY DEFINE YOUR OUTCOME

To measure whether you meet your improvement goal (ie, achieve your project aim statement), it is important to clearly define your outcome. Select **one** of the options below or define your own.

OPTION 1: OUTCOME: Childhood immunizations up-to-date by age 2 years
DEFINITION: % of children age 2 who had 4 DTaP / 3 IPV / 1 MMR / 3 (or 4) Hib / 3 HepB/ 1 VAR / 4 PCV by their 2nd birthday

OPTION 2: OUTCOME: Adolescent immunizations up-to-date by age 13 years
DEFINITION: % of adolescents age 13 who had 1 MenACWY / 1 Tdap / completed HPV series by their 13th birthday

OPTION 3: Create your own.

OUTCOME: _____

DEFINITION: _____

COLLECTING YOUR DATA

STEP 2 IDENTIFY YOUR BASELINE AND MONTHLY DENOMINATORS

A denominator defines the total population you are measuring. You will need to identify a denominator when collecting **baseline data** and a similar denominator when collecting **monthly data** to measure progress. Complete one of the charts below.

If your practice-change initiative will focus on childhood immunizations up-to-date by age 2 years, select one of the options below or create your own:

	Denominator – Baseline		Denominator – Monthly Data
<input type="checkbox"/> OPTION 1	The number of children who turned two years in the past 6 months* who had a well visit.	➡	The number of children who turned two years in the past month who had a well visit.
<input type="checkbox"/> OPTION 2	The number of children who turned two years in the past 6 months* who had any visit to your office (sick or well).	➡	The number of children who turned two years in the past month who had any visit to your office (sick or well).
<input type="checkbox"/> OPTION 3	The number of children who turned two years in the past 6 months* who you consider part of your active patient panel .	➡	The number of children who turned two years in the past month who you consider part of your active patient panel .
<input type="checkbox"/> OPTION 4 Create your own	<i>Create your own</i>		<i>Create your own</i>

If your practice-change initiative will focus on adolescent immunizations up-to-date by age 13 years, select one of the options below or create your own:

	Denominator – Baseline		Denominator – Monthly Data
<input type="checkbox"/> OPTION 1	The number of children who turned 13 years in the past 6 months* who had a well visit.	➡	The number of children who turned 13 years in the past month who had a well visit.
<input type="checkbox"/> OPTION 2	The number of children who turned 13 years in the past 6 months* who had any visit to your office (sick or well).	➡	The number of children who turned 13 years in the past month who had any visit to your office (sick or well).
<input type="checkbox"/> OPTION 3	The number of children who turned 13 years in the past 6 months* who you consider part of your active patient panel .	➡	The number of children who turned 13 years in the past month who you consider part of your active patient panel .
<input type="checkbox"/> OPTION 4 Create your own	<i>Create your own</i>		<i>Create your own</i>

* Your practice-change team can determine the period of time you would like to collect baseline data for (eg, 3 months, 6 months, 12 months, etc.)

COLLECTING YOUR DATA

STEP 3 DEFINE YOUR NUMERATOR

Your numerator will be the number of individuals from the denominator who meet the definition requirements outlined in Step 1. Select one of the options below or create your own.

OPTION 1: OUTCOME: Childhood immunizations up-to-date by age 2 years
NUMERATOR: Number of children from the denominator who had 4 DTap / 3 IPV / 1 MMR / 3 (or 4) Hib / 3 HepB/ 1 VAR / 4 PCV

OPTION 2: OUTCOME: Adolescent immunizations up-to-date by age 13 years
NUMERATOR: Number of adolescents from the denominator who had 1 MenACWY / 1 Tdap / completed HPV series

OPTION 3: Create your own.

OUTCOME: _____

NUMERATOR: _____

STEP 4 IDENTIFY YOUR DATA SOURCE

Select a **single** data source that you will use to collect your baseline AND monthly data.

OPTION 1: Registry/IIS

OPTION 2: EMR

OPTION 3: Other: _____

STEP 5 DEVELOP A PLAN FOR COLLECTING BASELINE DATA

Who will collect baseline data? _____

How will they collect baseline data? Describe (eg, run reports from EMR/IIS, etc.): _____

By when? _____

Who will they share the baseline data with? _____

How will they share this data? Describe (eg, spreadsheet, run chart, etc.): _____

COLLECTING YOUR DATA

STEP 6 DEVELOP A PLAN FOR COLLECTING MONTHLY DATA

Who will collect monthly data? _____

How will they collect monthly data? Describe (eg, run reports from EMR/IIS, etc.): _____

How often? Insert the frequency of data collection, ie, monthly: _____

Who will they share the monthly data with? _____

How will they share this data? Describe (eg, spreadsheet, run chart, etc.): _____

STEP 7 COMPLETE THE CHART BELOW. *This shows all your consolidated information.*

Outcome	Measure Definition	Numerator	Denominator – Baseline Data	Denominator – Monthly Data	Data Source	Baseline Data Collection	Monthly Sampling Plan
(Identified in Step 1)	(Identified in Step 1)	(Identified in Step 3)	(Identified in Step 2)	(Identified in Step 2)	(Identified in Step 4) <input type="checkbox"/> Registry/IIS <input type="checkbox"/> EMR system <input type="checkbox"/> Other: * Choose only one data source	(Identified in Step 5)	(Identified in Step 6)

STEP 8 MONITOR DATA OVER TIME. *Consider graphing your data using a line graph or run chart.*

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