

Here is an outline of what to think about when creating a report. There may be items outside of these examples and suggestions that you are thinking of – great we would love to hear all about it. Review the comments to get an idea of what needs to be identified to create a report.

What should your report title be?

What criteria would you like to be able to select? These maybe parameters that you enter when running the report.

<h2 style="margin: 0;">Awesomeness By Facility and Provider</h2> <p style="margin: 0; font-size: small;">Selected For: all facilities, breast surgery, all providers, From Aug 1, 2013 To Aug 2, 2013</p>					
Facility	Provider	Patient Name	Patient Identifier	Surgery Date	Happy Patient?
Hospital A					
	Provider 1				
		Sassy, S	12345	Aug 1, 2013	Yes
		Tired, J	85421	Aug 2, 2013	No
		Super, T	74854	Aug 2, 2013	Sometimes
		Total # of Patients :			3
	Provider 2				
		Friendly, M	95844	Aug 1, 2013	Yes
		Determined, F	78411	Aug 1, 2013	Yes
		Silly, P	85264	Aug 2, 2013	No
		Total # of Patients :			3
		Overall total # of patient :			6
Sept 1, 2013		SGI Healthcare Group - T E S T			1 of 2

What groupings do you need? You could have more than one.

What columns would you like to see? Ensure the data is in the application. If it does not seem obvious where the data is coming from could you let us know the screen that the data is on and the label that represents the data?

Specify any totals that you need. Should they be counts or averages?

Indicate any formatting preferences such as name layout or date format.

If you can provide a sample layout that would be **very** helpful, even a picture of the report from a whiteboard is useful. Other forms you can send this to us are, Excel or Word.

Please note that the header and footer areas are standardized across all reports and modifications cannot be made.