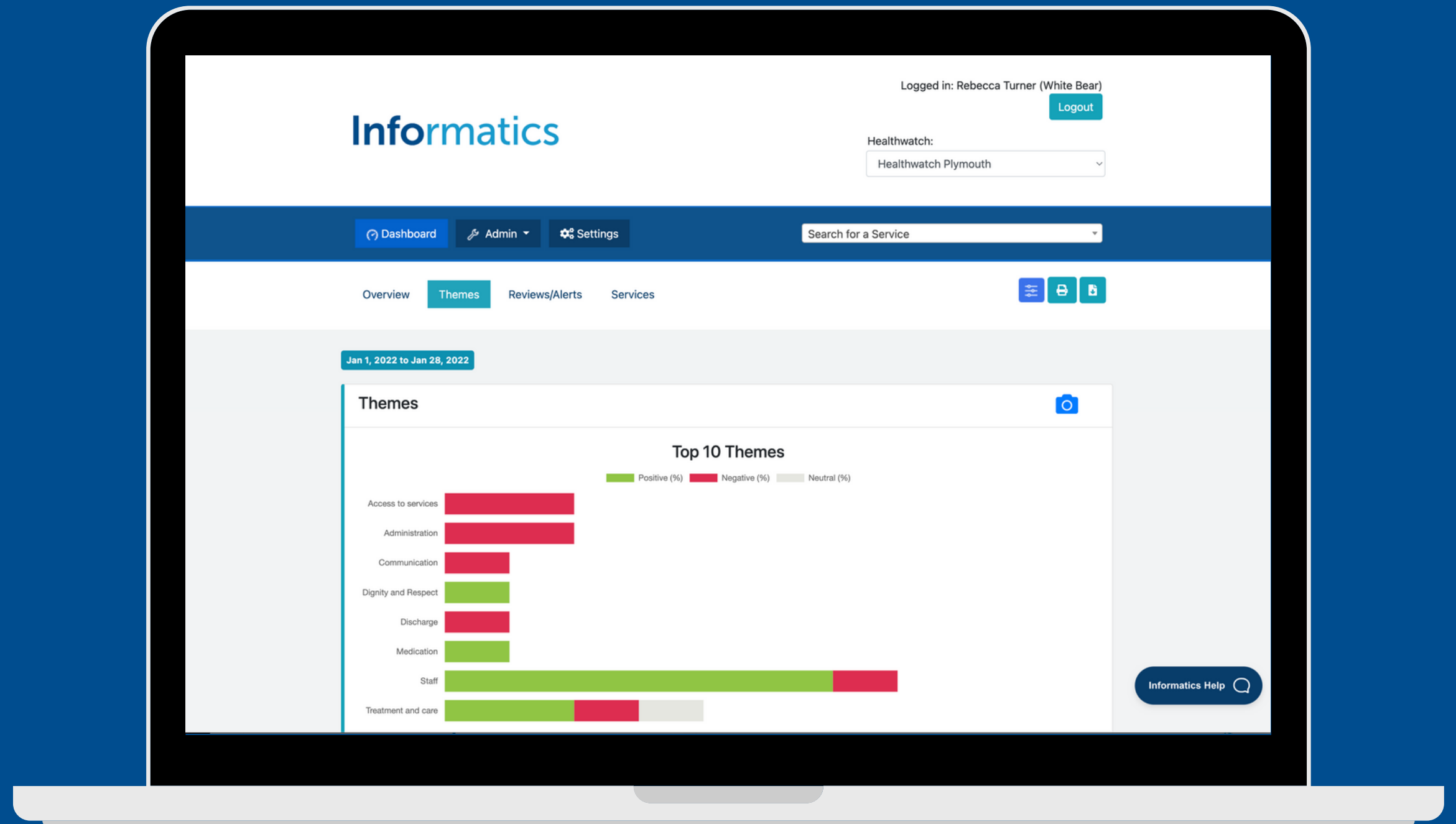


Informatics

Training & User Guide

Contents

- Introduction
- Logging in
- The Dashboard
- Creating Groups
- Managing Settings
- Exporting
- Reports
- Support



What is Informatics?

Our Informatics system, offers the intelligence to suit your operational requirements. From Friends and Family Test metrics, though to analysing your qualitative data utilising sentiment analysis. The system enables you to share data securely with stakeholders, in addition to having a clear way of triangulating feedback from multiple sources and interfacing with other systems such as a CRM. Whether understanding patient experience data, staff surveys, tenant insights or the viability of your next product. Informatics helps you to measure satisfaction and understand experiences.

How does it work?

- Each time a piece of Feedback is moderated in the Feedback Centre, it will be directly added to Informatics depending on the status of the feedback.
- Reporting on reviews with either the “Approved” and “Archived” status in Feedback Centre
- All Feedback is run through our sentiment analysis tool.

How does it work?

- Feedback can also be imported using the 'Importer' for Informatics. ALL data must be anonymised.
- Provides a higher level of searching and filtering to facilitate analysis and reporting
- Services can be grouped together to allow faster reporting.

Accessing Informatics



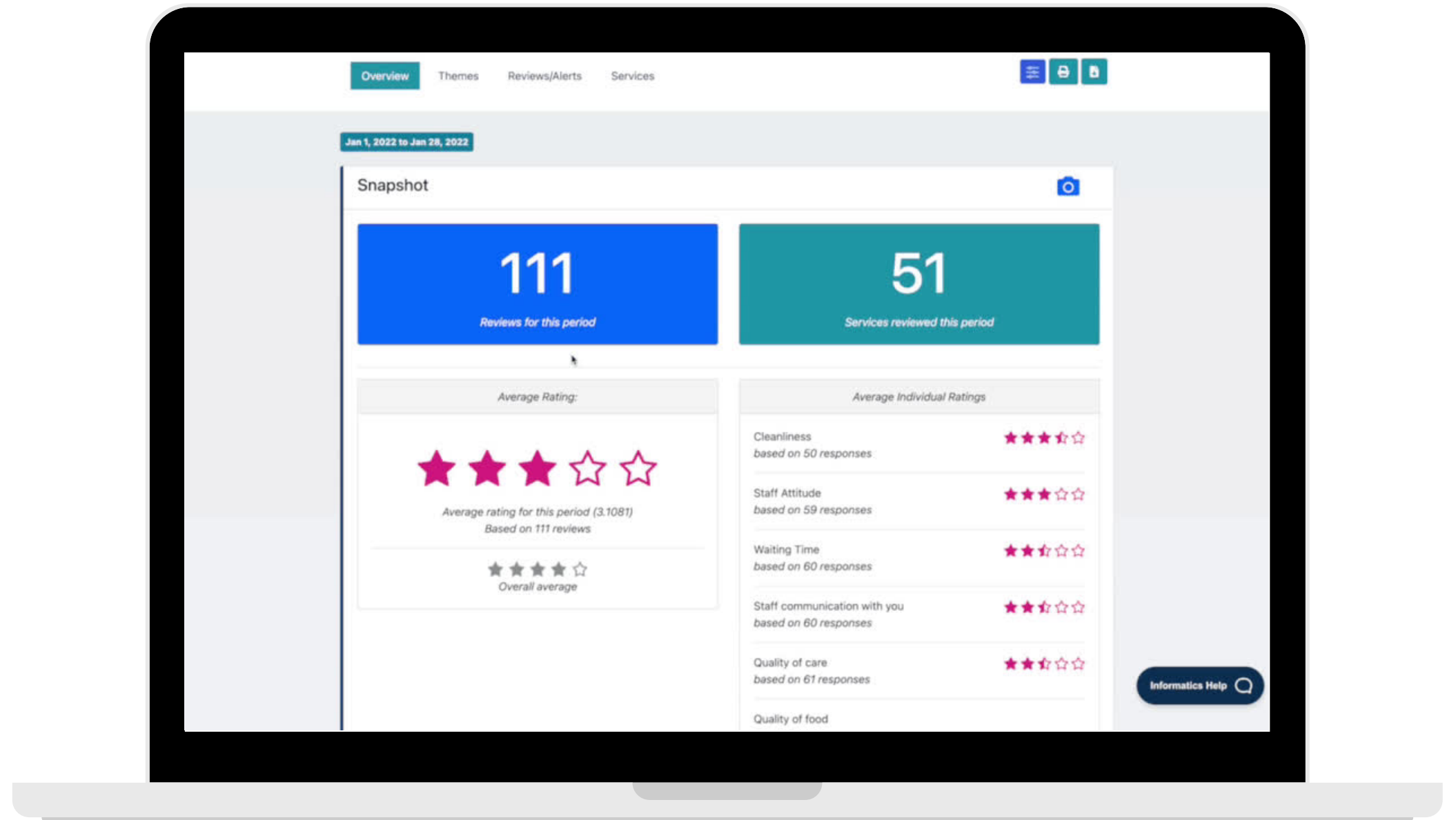
URL: <https://beta.hw-informatics.co.uk/>

Optimal Browsers: Google Chrome, Firefox

**Login details will be distributed. However
all logins have been migrated from the old
Informatics**

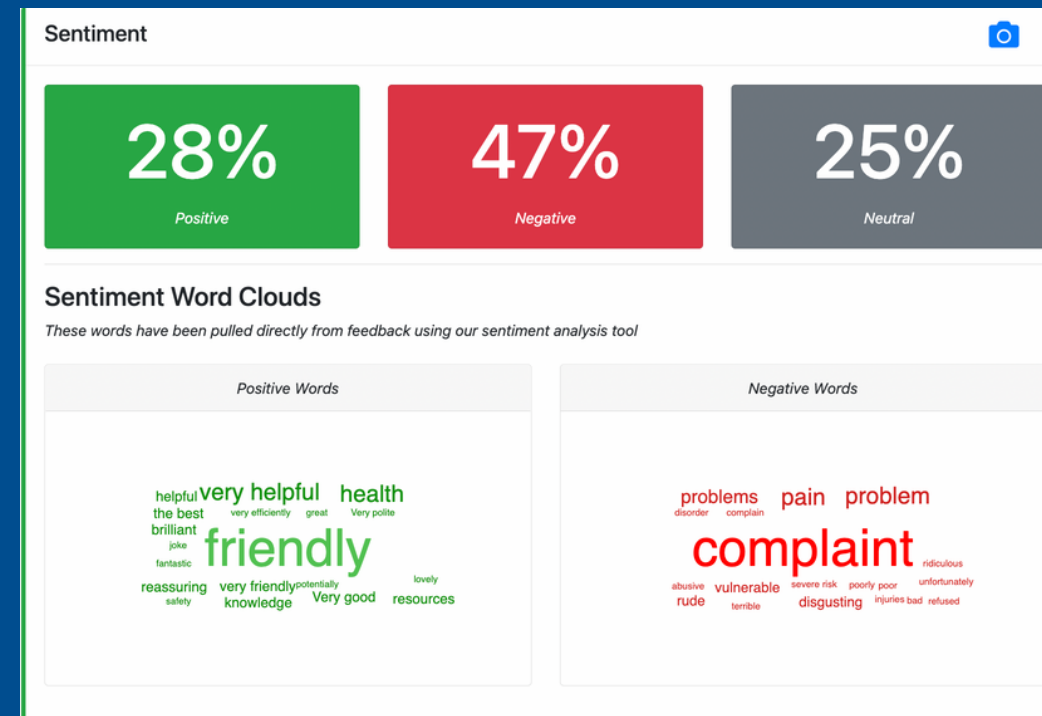
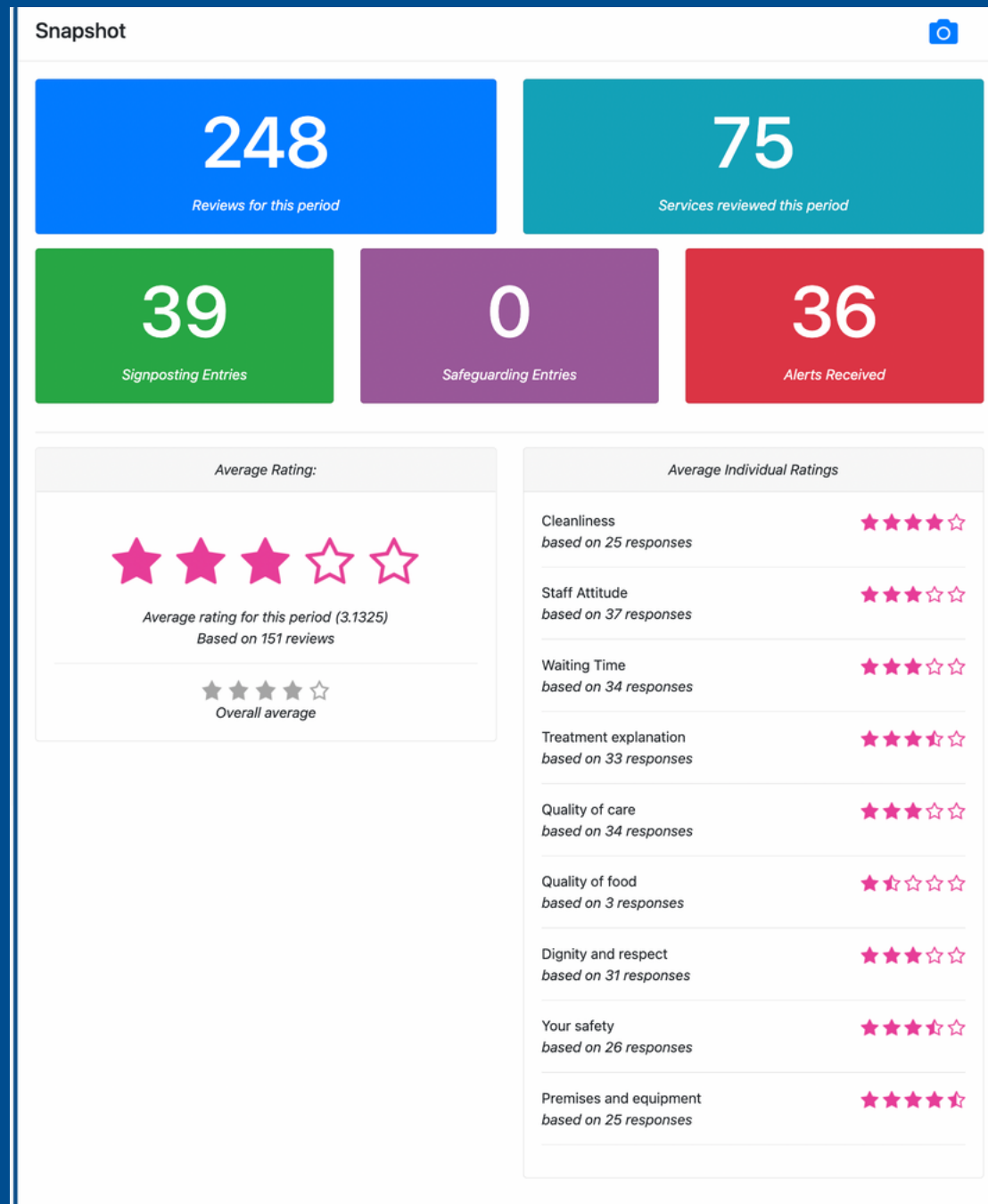
The Dashboard

- Overview
- Themes
- Reviews
- Services



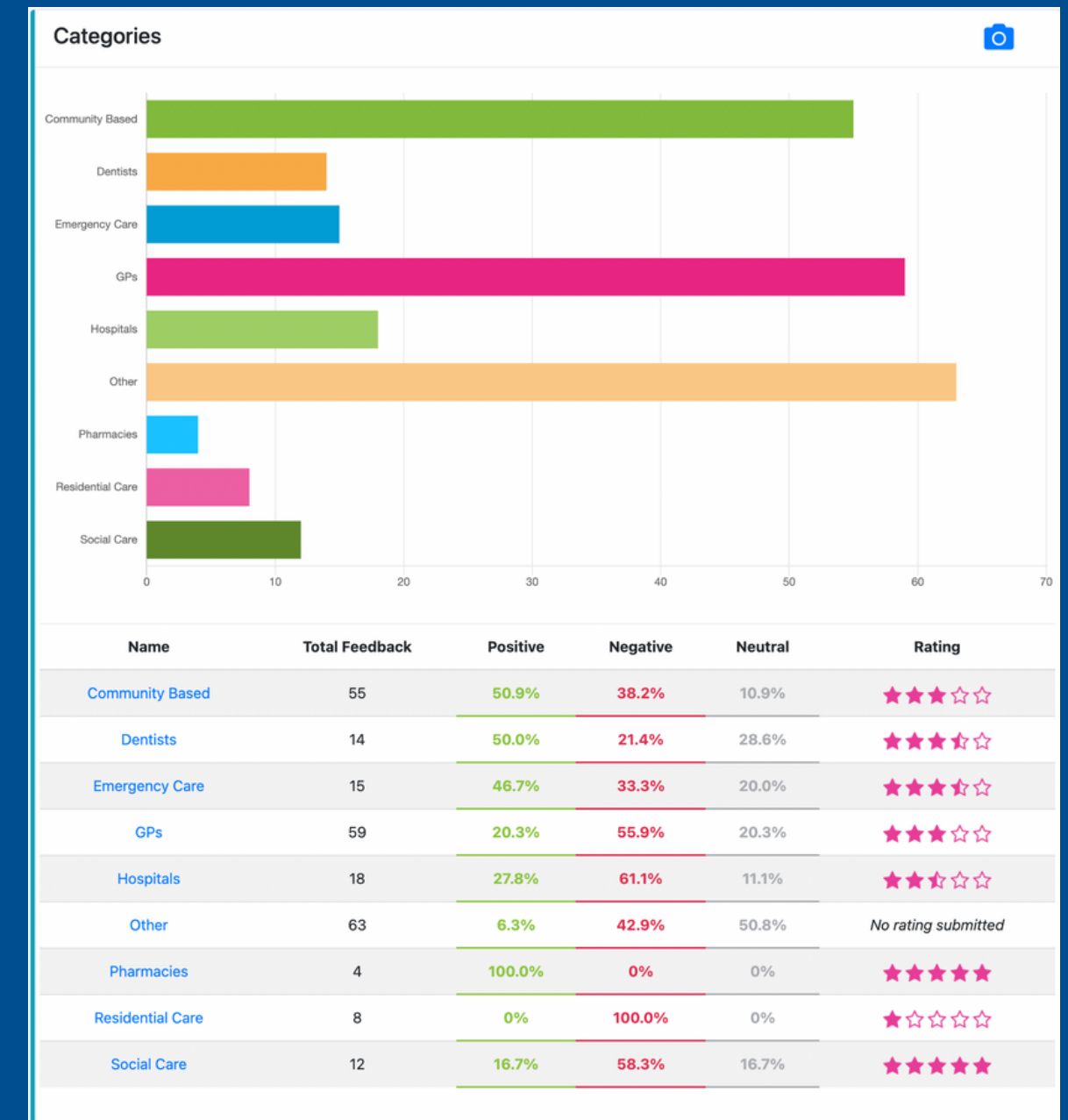
Informatics

The Dashboard > Overview



The overview can be broken up into 6 panels:

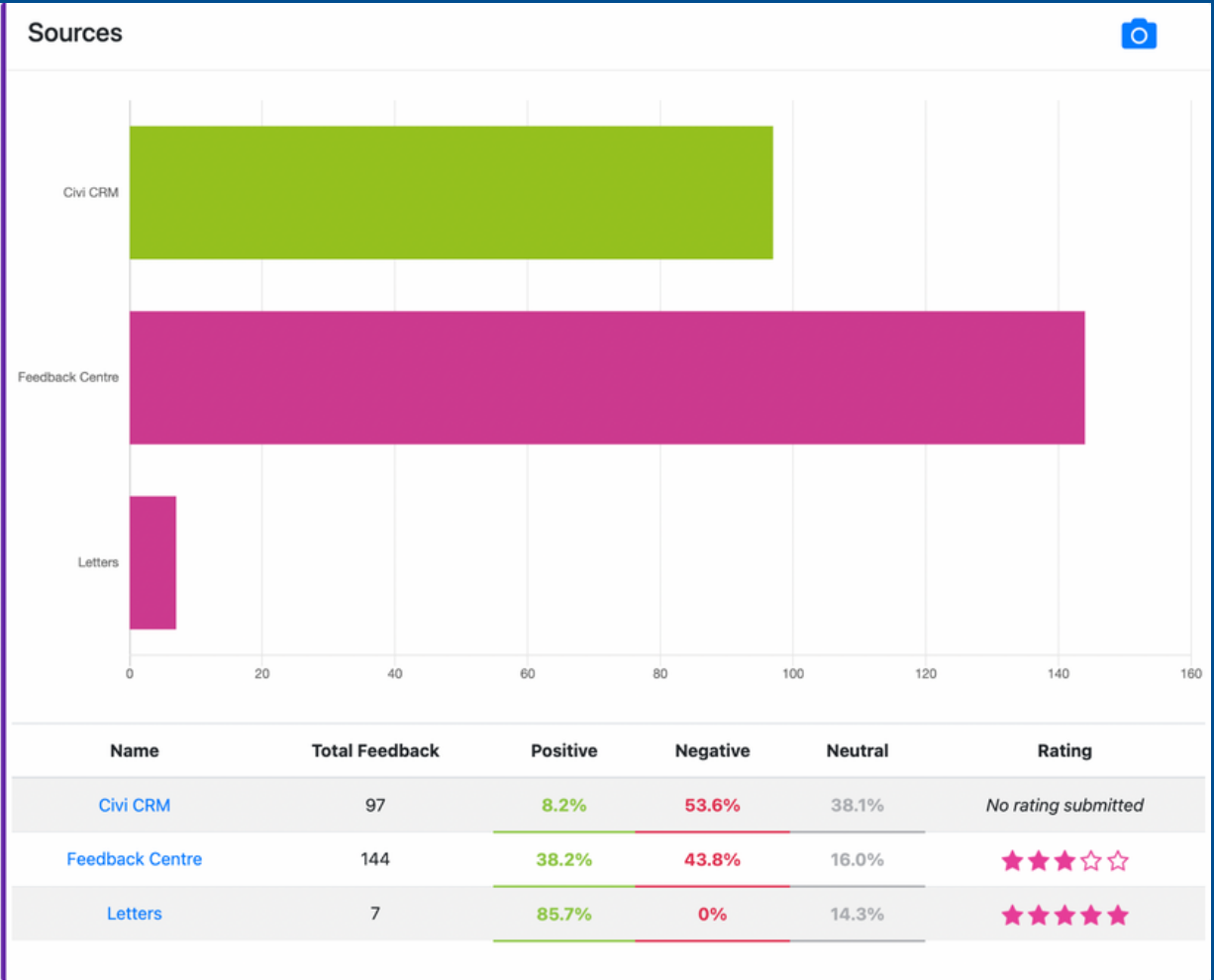
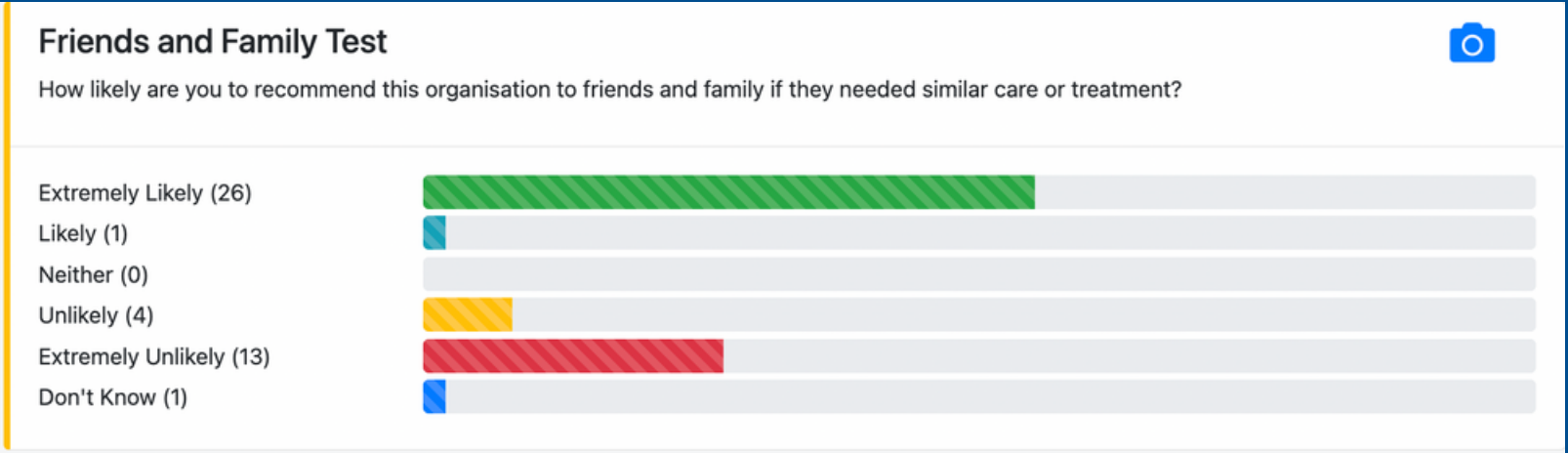
- Snapshot
- Sentiment
- Categories
- Departments
- Sources
- Friends and Family Test



The Dashboard > Overview

Departments

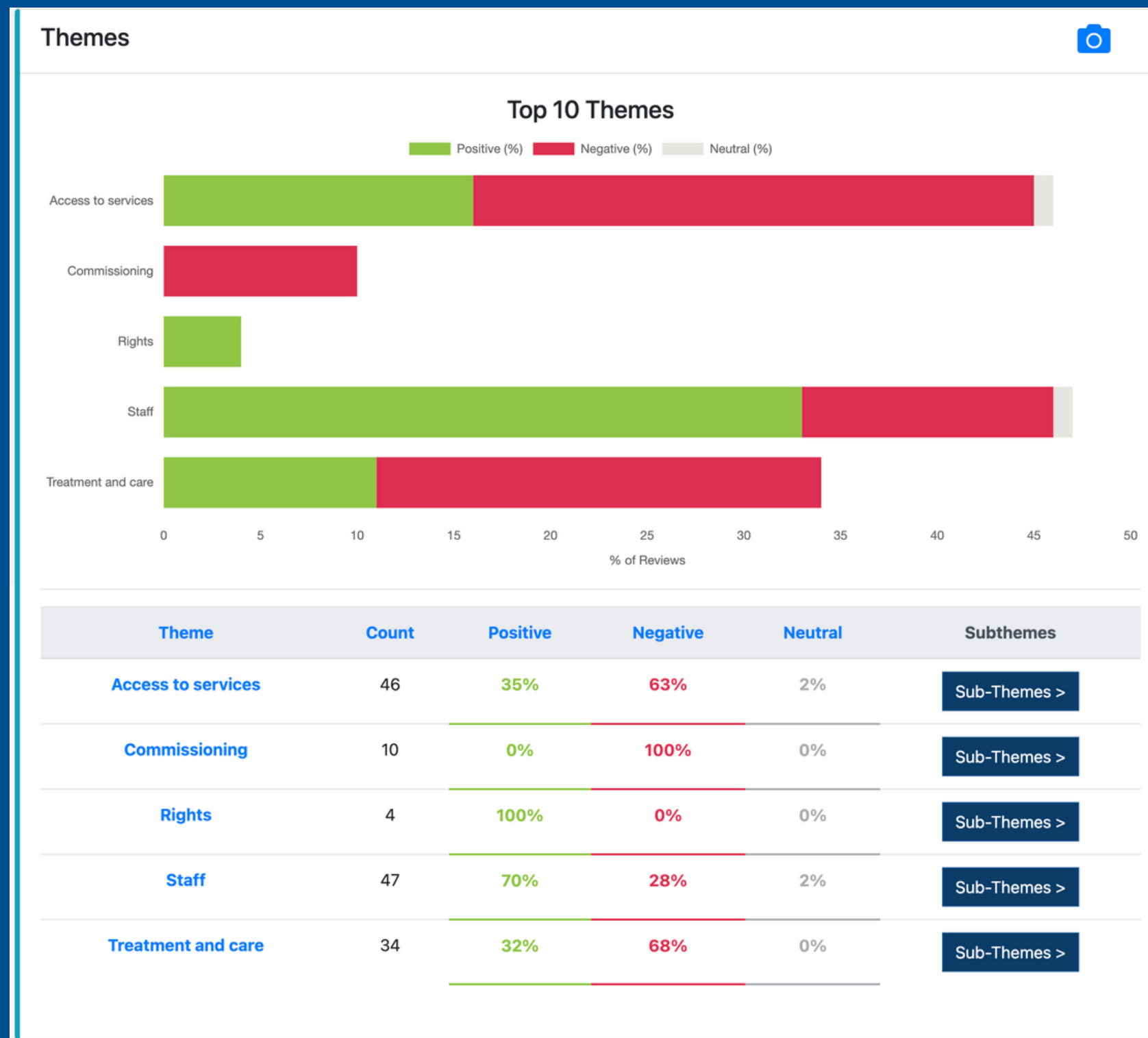
Service	Department	Total Feedback	Positive	Negative	Neutral	Rating
Torbay Hospital	A and e, gyno, respiratory ward, surgery ... i visited several	1	0%	100.0%	0%	☆☆☆☆☆
Torbay Hospital	Email	26	7.7%	38.5%	53.8%	No rating submitted
Torbay Hospital	Plastic Surgery	1	0%	100.0%	0%	☆☆☆☆☆
Brunel Medical Practice	Telephone	47	4.3%	66.0%	29.8%	No rating submitted
Chelston Hall Surgery	Telephone, Email	3	0%	66.7%	33.3%	No rating submitted
Brixham Care Services	Third Party	4	25.0%	25.0%	50.0%	No rating submitted
Paignton Health and Wellbeing Centre	unknown	2	50.0%	50.0%	0%	☆☆☆☆☆
NHS England	Website Feedback	13	0%	61.5%	38.5%	No rating submitted
Abdominal Aortic Aneurysm (AAA) Screening	AAA Scan	2	50.0%	0%	50.0%	☆☆☆☆☆
StopSIM Coalition	Research	2	50.0%	0%	50.0%	No rating submitted
Abdominal Aortic Aneurysm (AAA) Screening	AAA screening	8	100.0%	0%	0%	☆☆☆☆☆
Abdominal Aortic Aneurysm (AAA) Screening	Abdominal Aortic Aneurism (AAA) Screening	4	100.0%	0%	0%	☆☆☆☆☆
Abdominal Aortic Aneurysm (AAA) Screening	Abdominal Aortic Aneurysm	1	100.0%	0%	0%	☆☆☆☆☆



The Dashboard > Themes

Themes are manually tagged, either in the Feedback Centre or through the importer.

You can filter by theme or sub theme on this panel.



The Dashboard > Reviews & Alerts

Alerts					
<div>Search for a keyword</div>					
Informatics ID	Service	Date	Department	Rating	Review
156705	The Bay Care Group	07-04-2021		No rating submitted	Elderly mother was injured during a domiciliary care...
156713	NHS 119	08-04-2021		No rating submitted	Client's father had second vaccination appt booked...
156728	Chelston Hall Surgery	14-04-2021		No rating submitted	I am writing to you on behalf of your patient, N.T. Mr....
156730	NHS Devon Clinical Commissioning Group	14-04-2021		No rating submitted	Client needs help appealing a CHC decision as unsure...
156731	Torbay Hospital	14-04-2021		No rating submitted	Client contacted us as concerned about the Admissions...
156740	Three Corners	15-04-2021		No rating submitted	Issues surrounding care for client's husband in care...
156756	Pembroke House Surgery - Paignton	21-04-2021		No rating submitted	83 yr old mother with dementia who is anaemic has...
156780	Chelston Hall Surgery	22-04-2021		No rating submitted	Several issues with mums treatment leading up to her...
156811	Nuffield Hospital	10-05-2021		No rating submitted	I attended the Nuffield Health Hospital, Taunton Hospital,...
156823	Devon Partnership NHS Trust	17-05-2021		No rating submitted	Had a mental health assessment. Assessor sent letter...
156840	Paignton Community Hospital	24-05-2021		No rating submitted	Receptionist and podiatrist rude and verbally abusive...
156860	Renaissance Residential Home	28-05-2021		No rating submitted	Her 37 year old son with learning disabilities was...

Feedback					
<div>Search for a keyword</div>					
Informatics ID	Service	Date	Department	Rating	Review
144246	Abdominal Aortic Aneurysm (AAA) Screening	10-04-2021	AAA Scan		As above
144247	Chelston Hall Surgery Barton	13-04-2021	department		Frustrated by the NHS website telling me - again -...
144248	Abdominal Aortic Aneurysm (AAA) Screening	13-04-2021	AAA screening		Whole process from initial letter right to the end...
144249	Abdominal Aortic Aneurysm (AAA) Screening	13-04-2021	AAA screening		I was received with a warm welcome and the procedure...
144250	Abdominal Aortic Aneurysm (AAA) Screening	13-04-2021	AAA screening		Very good, explained clearly what was going to be carried...
144251	Abdominal Aortic Aneurysm (AAA) Screening	13-04-2021	AAA screening		Altogether a good experience - all good

The Dashboard > Services

Services						
<div> <div></div> <div>Search for Service</div> </div>						
Service	Service Type	Reviews	Positive	Negative	Neutral	Rating
Abdominal Aortic Aneurysm (AAA) Screening	Community Based	13	92.3%	0%	7.7%	★★★★★★
NHS England	Other	9	0%	22.2%	77.8%	No rating submitted
Chelston Hall Surgery	GPs	7	14.3%	42.9%	42.9%	★★★★☆☆
StopSIM Coalition	Other	5	20.0%	20.0%	60.0%	No rating submitted
Mayfield Medical Centre	GPs	3	66.7%	0%	33.3%	★★★★★★
Torbay Hospital	Hospitals	3	33.3%	66.7%	0%	★★★★☆☆
Southover Medical Practice	GPs	2	0%	100.0%	0%	★★★★☆☆
Chadwell Centre	Community Based	2	0%	100.0%	0%	★★★★☆☆
Torbay and South Devon NHS Foundation Trust	Social Care	2	50.0%	50.0%	0%	No rating submitted
Pembroke House	GPs	2	0%	50.0%	50.0%	★★★★☆☆
Brunel Medical Practice	GPs	1	100.0%	0%	0%	No rating submitted
Chelston Hall Surgery Barton	GPs	1	100.0%	0%	0%	★★★★★★
Smile Dental Care	Dentists	1	100.0%	0%	0%	★★★★☆☆
Croft Hall Medical Practice	GPs	1	0%	100.0%	0%	★★★★☆☆
Corner Place Surgery	GPs	1	0%	100.0%	0%	★★★★☆☆

1

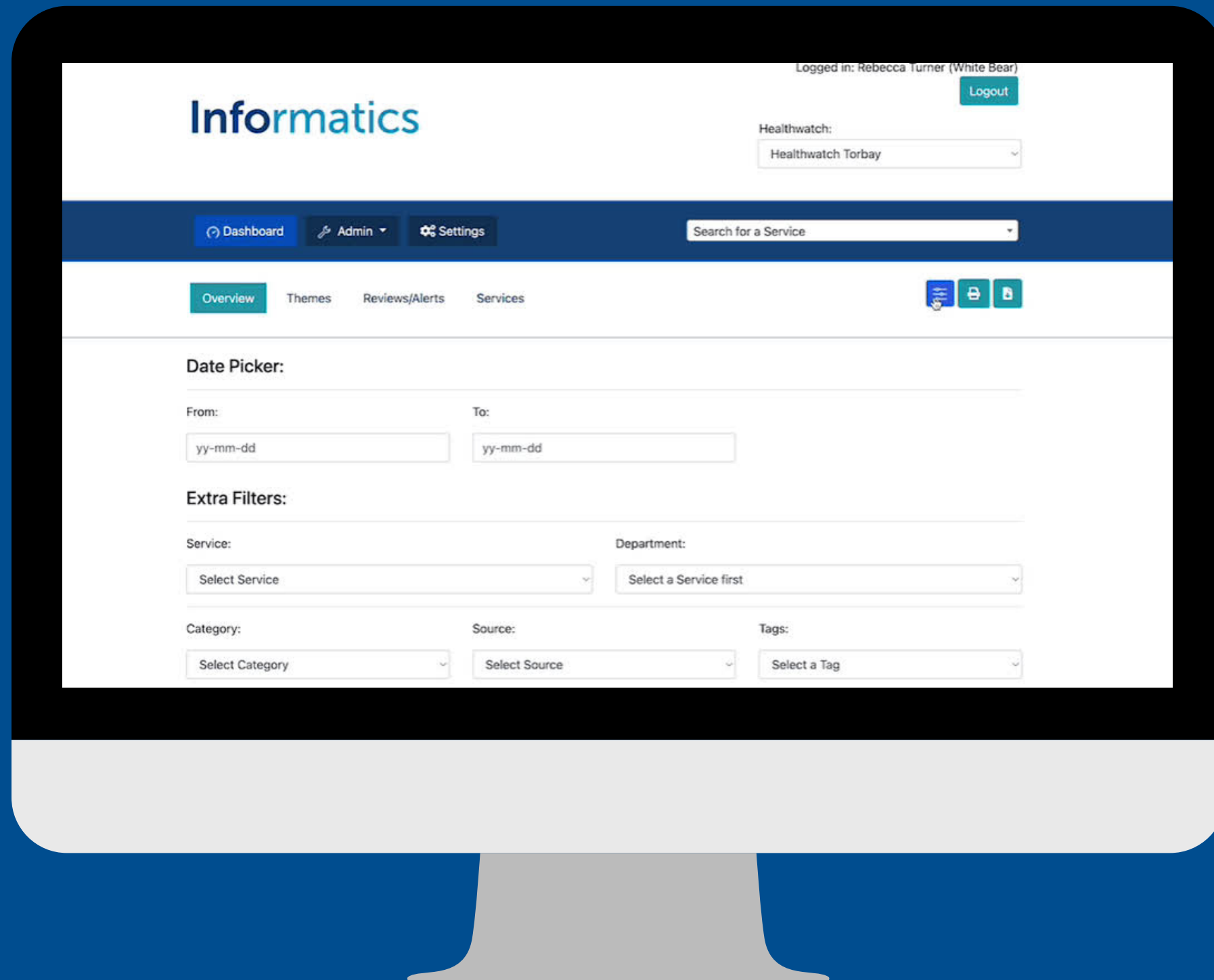
2

3

The Dashboard > Filtering

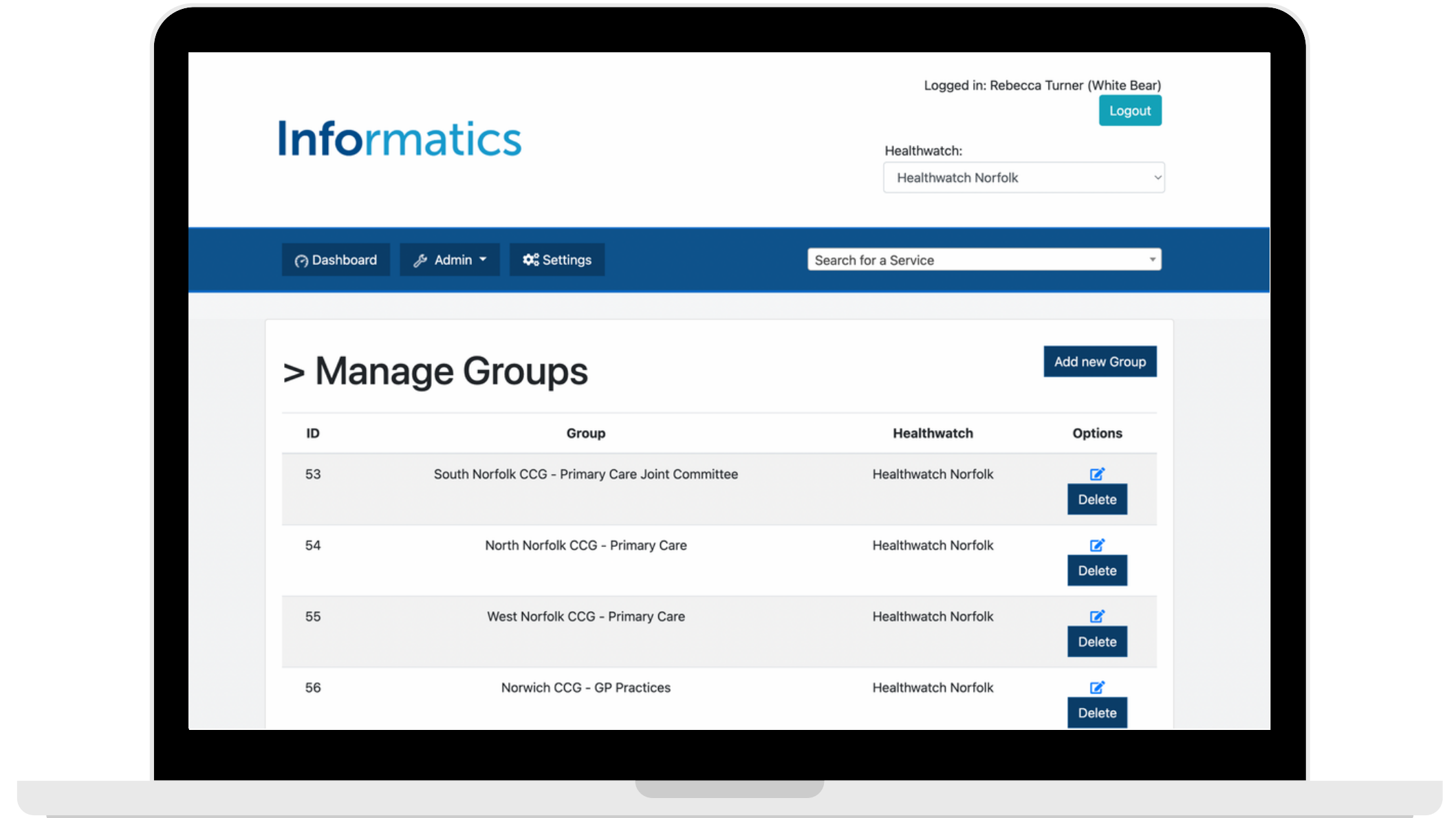
You can currently filter the dashboard by the following:

- Dates
- Service
- Department
- Source
- Category
- Tags

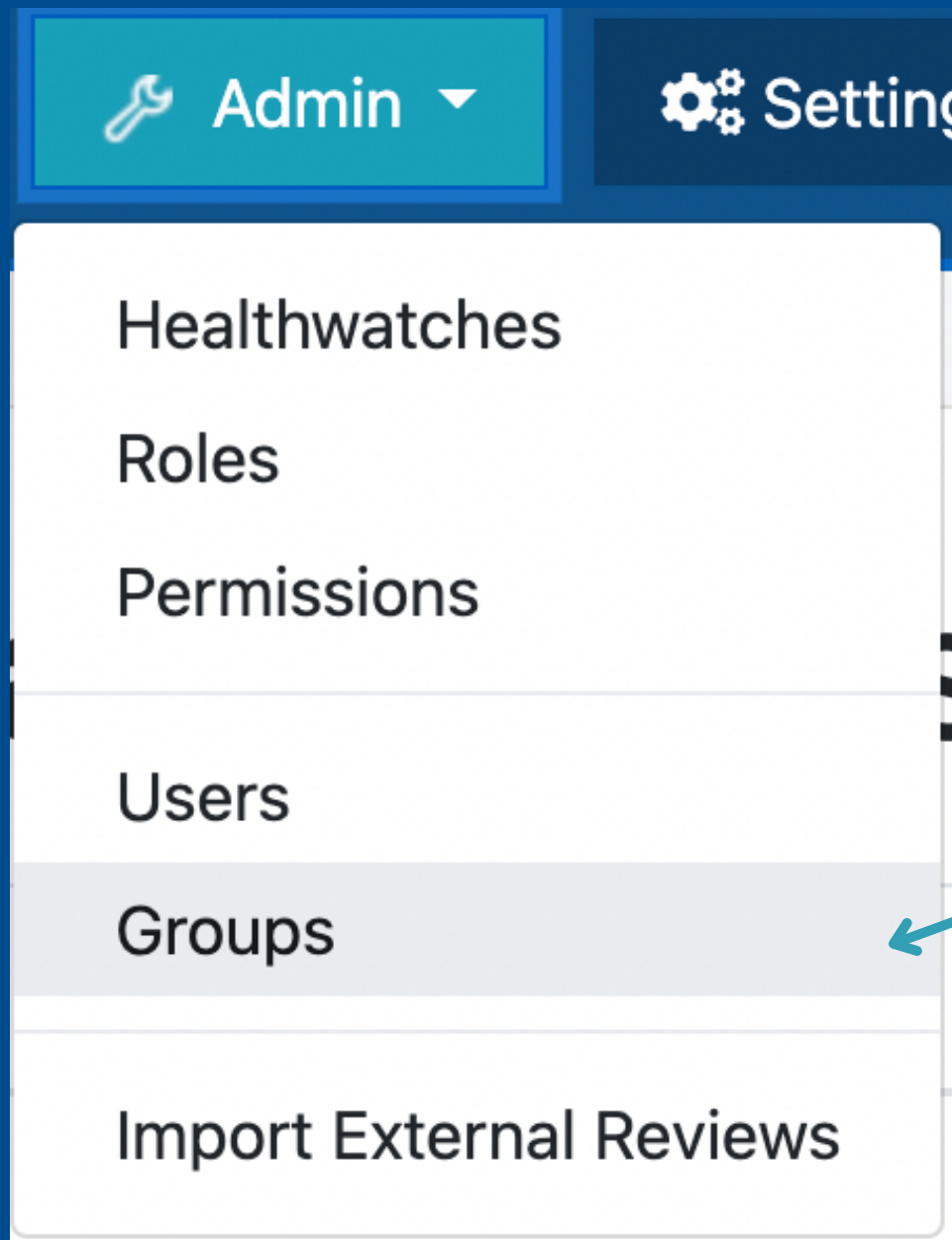


Service Groups

- Creating Groups
- Filtering with Groups



Service Groups > Create



To access the Group Management area, click 'Admin' then head down to 'Groups'

Service Groups > Create

Informatics

Logged in: Rebecca Turner (White Bear)
Logout

Healthwatch:
Healthwatch Torbay

DashboardAdminSettings

Search for a Service

> Manage Groups

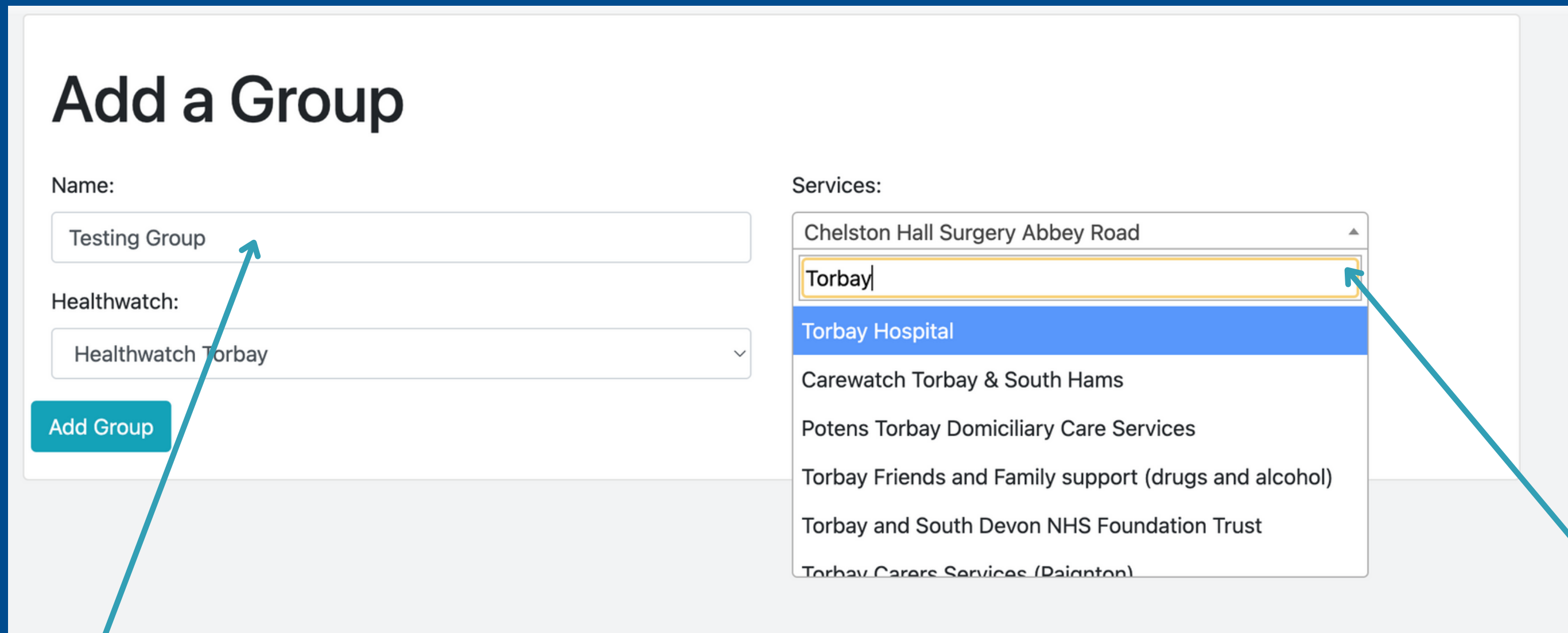
Add new Group

ID	Group	Healthwatch	Options
----	-------	-------------	---------

Click 'Add New Group'



Service Groups > Create



The screenshot shows a web form titled "Add a Group". It has two main sections: "Name:" and "Services:". The "Name:" section contains a text input field with "Testing Group" and a dropdown menu for "Healthwatch:" with "Healthwatch Torbay" selected. A teal arrow points from the text "Add a group name" to the "Testing Group" input field. The "Services:" section contains a search input field with "Torbay" and a list of service suggestions. A teal arrow points from the text "Search Services and click the ones you want to add to the group" to the search input field. The list of services includes "Chelston Hall Surgery Abbey Road", "Torbay Hospital" (highlighted in blue), "Carewatch Torbay & South Hams", "Potens Torbay Domiciliary Care Services", "Torbay Friends and Family support (drugs and alcohol)", "Torbay and South Devon NHS Foundation Trust", and "Torbay Carers Services (Paignton)". A teal button labeled "Add Group" is located below the "Name:" section.

Add a Group

Name:

Testing Group

Healthwatch:

Healthwatch Torbay

Add Group

Services:

Chelston Hall Surgery Abbey Road

Torbay

Torbay Hospital

Carewatch Torbay & South Hams

Potens Torbay Domiciliary Care Services

Torbay Friends and Family support (drugs and alcohol)

Torbay and South Devon NHS Foundation Trust

Torbay Carers Services (Paignton)

Add a group name

Search Services and click the ones you want to add to the group

Service Groups > Create

Add a Group

Name:

Healthwatch:

Add Group

Services:

Selected Services

- Torbay Hospital
- Brixham Hospital
- Teignmouth Community Hospital
- Ashburton & Buckfastleigh Community Hospital

All services that have been selected will appear here. Once ready, click 'Add Group'

Service Groups > Create

Date Picker:

From:

yy-mm-dd

To:

yy-mm-dd

Extra Filters:

Department Group:

✓ Select Group

Testing Group - Will remove later

Service:

Select Service

Department:

Select a Service first

Category:

Select Category

Source:

Select Source

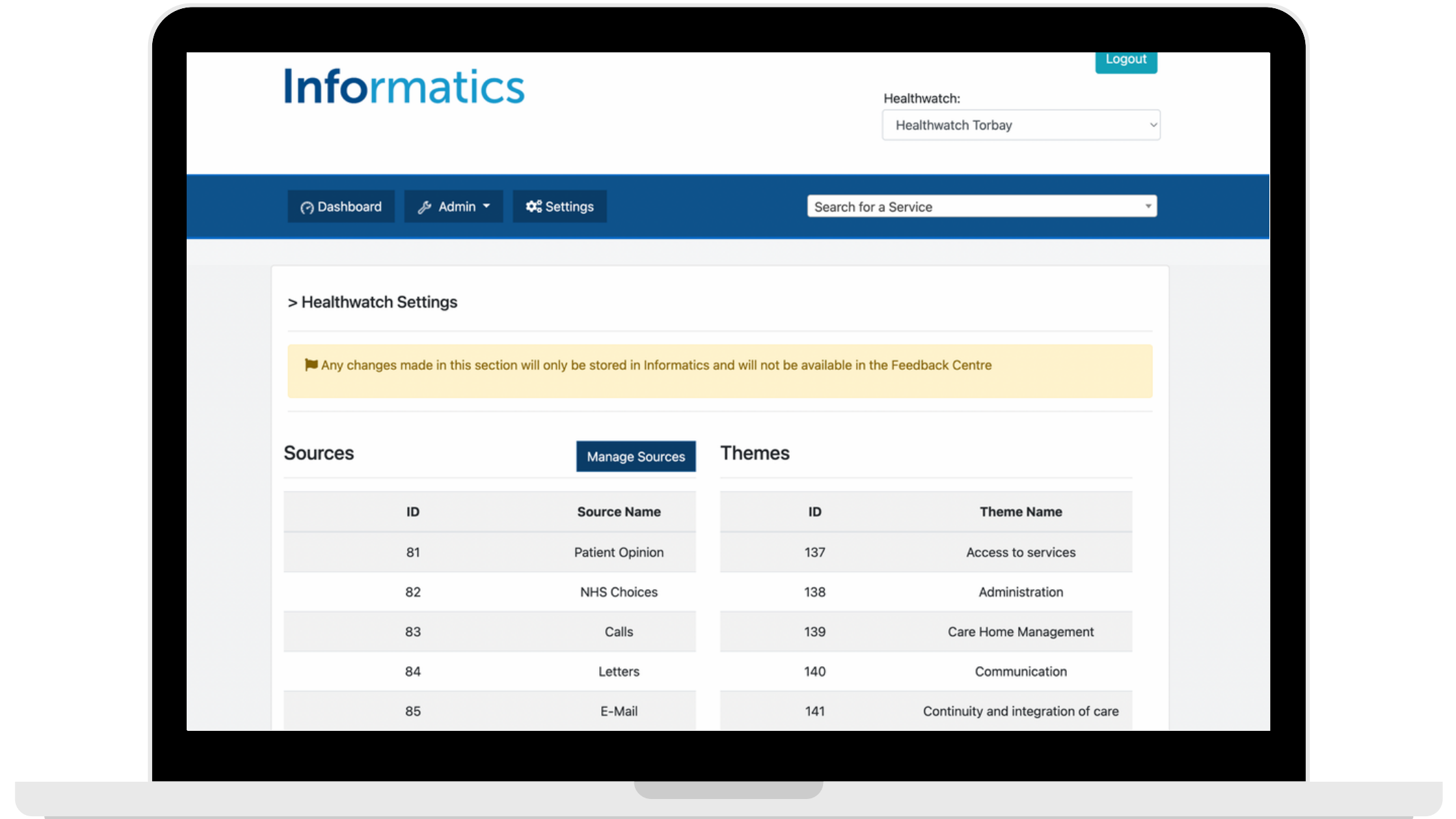
Tags:

Select a Tag

Submit Filter

Managing Settings

- Editing Services
- Editing Sources
- Add Tags
- Add Reviews



Informatics

Live Demo

Reports

- Creating Reports
- Downloading Reports

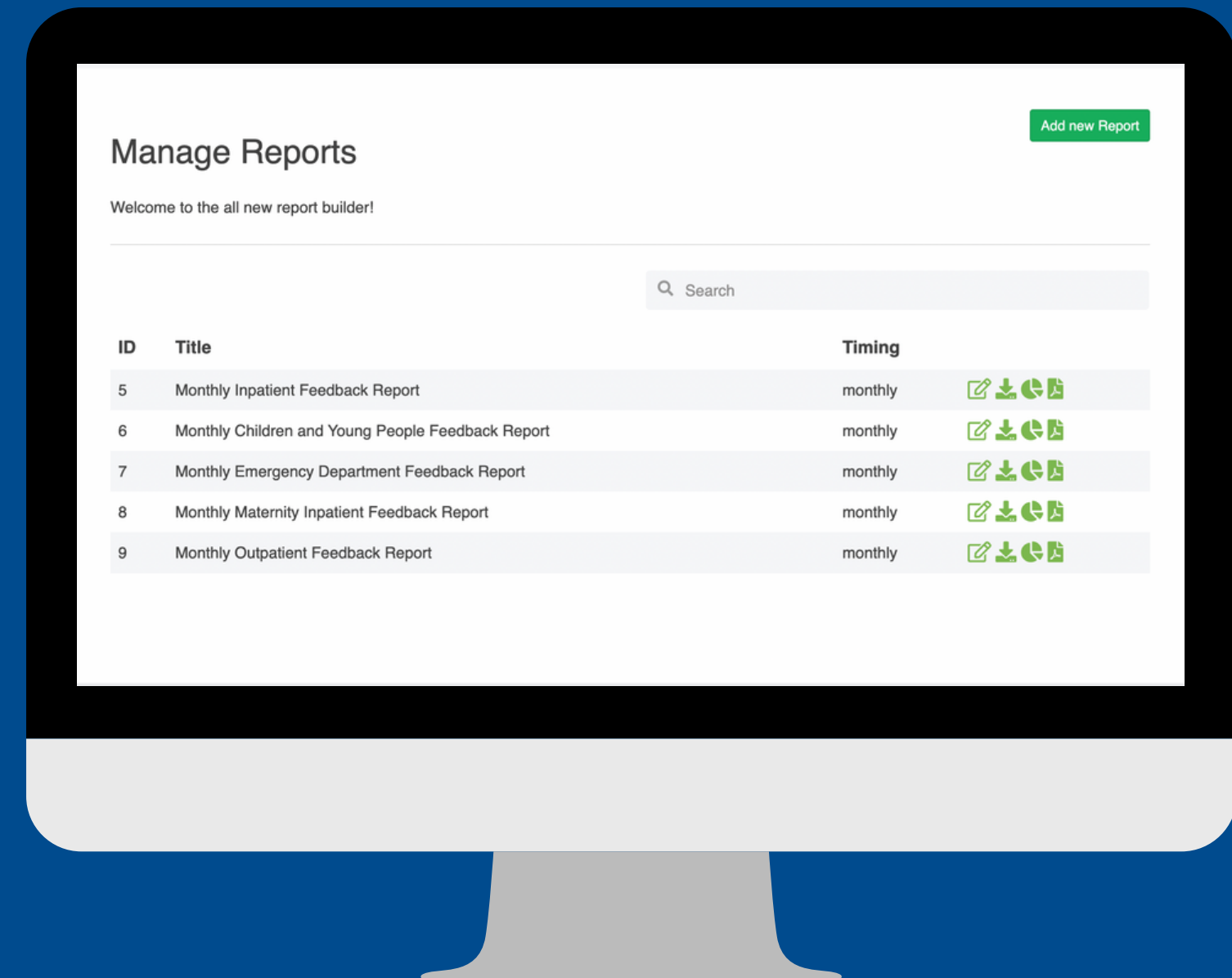


Informatics

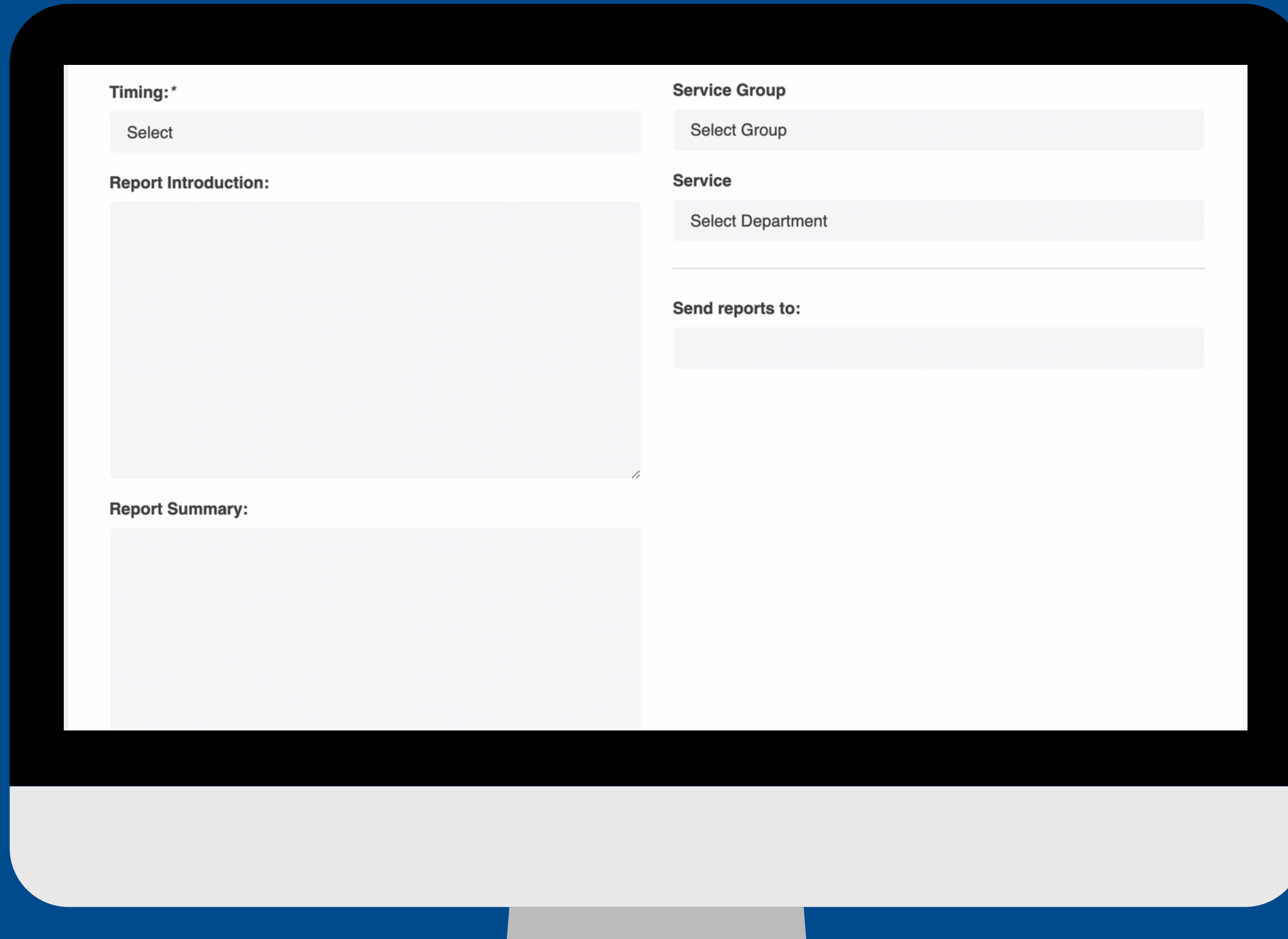
Reports > Creating

A brand new section in Informatics where you can set up reports to run either:

- Daily
- Weekly
- Monthly
- Quarterly
- Yearly



Reports > Creating



Timing:*

Select

Report Introduction:

Report Summary:

Service Group

Select Group

Service

Select Department

Send reports to:

Reports > Downloading

Department**File**

Sir Thomas Moore

[Download File](#)

Deene C

Insufficient Feedback, no report generated

Physiotherapy

Insufficient Feedback, no report generated

Lilford

[Download File](#)

Surgical Same Day Emergency Care (Surgical SDEC)

[Download File](#)

Intensive Therapy Unit

Insufficient Feedback, no report generated

Digestive Diseases Unit

[Download File](#)

Spencer Ward

[Download File](#)

Barnwell C

[Download File](#)

Barnwell B

[Download File](#)

Ashton Ward

[Download File](#)

Geddington Ward Treatment Centre

[Download File](#)

Deene B

[Download File](#)