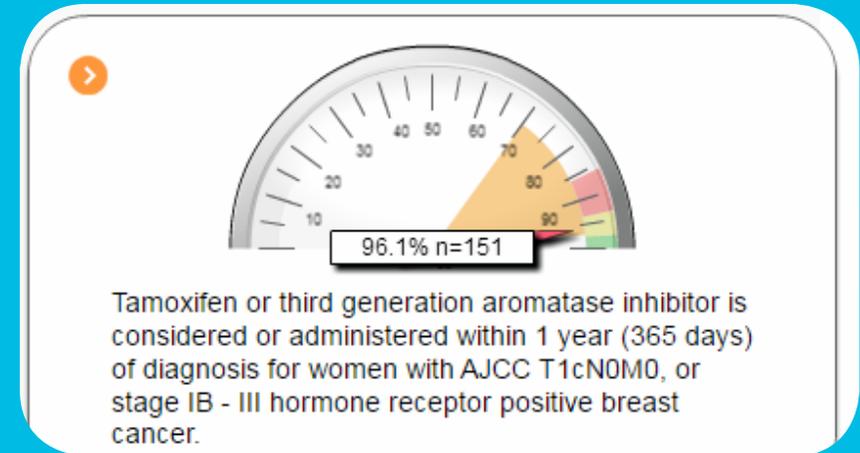


# RAPID QUALITY REPORTING SYSTEM (RQRS)

## RQRS NAVIGATION BASICS



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## RQRS Navigation Basics



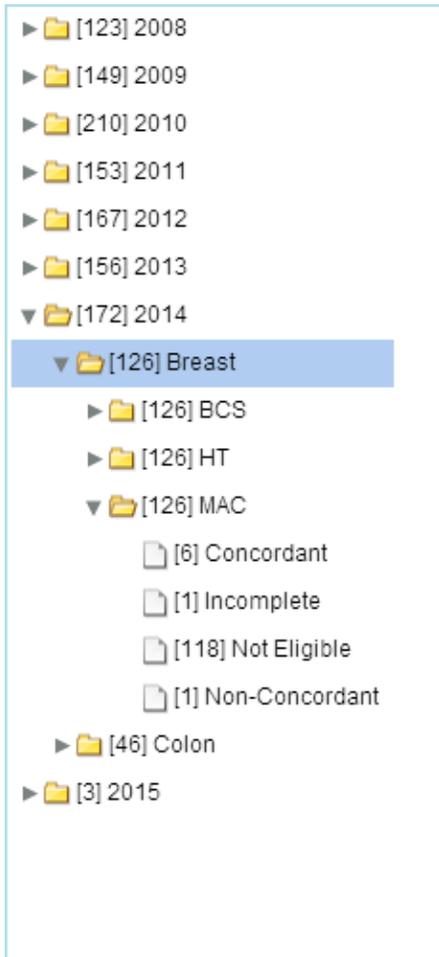
Navigation of the Rapid Quality Reporting System (RQRS) reporting tool is controlled by using the “tabs” that appear at the top of the Web page.\* Users may move freely within the reporting application simply by clicking on the tab they wish to visit.

The navigation guide provides a detailed explanation of the content of each available tab.

**\* NOTE:** Do not use your Web browser’s back and forward buttons to revisit tabs or screens in the RQRS reporting application; doing so will end your RQRS session and you will be returned to the Commission on Cancer (CoC) Datalinks Activity Menu.

- DASHBOARD:** Provides a view of the current year-to-date performance rate of each of the six measures for your facility. All users entering the reporting tool begin at the Dashboard tab.
- ALERTS:** Identifies cases for which the start of expected adjuvant therapy has yet to be reported within the measure timeframe.
- CASE LIST:** Provides users with the ability to review all cases reported to RQRS, how each case has been classified for the purposes of measure assessment, and case-specific information for any case reported to the RQRS.
- COMPARE:** Gives users the ability to review their program's performance rates over time and to compare themselves with other participating cancer programs by generating tables and figures illustrating comparative rates.
- MY ACCOUNT:** Displays information summarizing the case reporting history of the program and who and how recently users at your program have accessed RQRS. This tab also allows users to

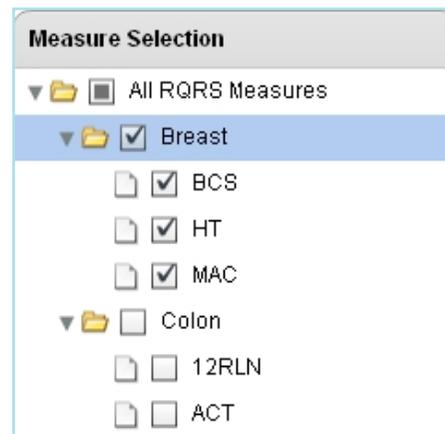
## “Tree View” Navigation



Many of the screens in RQRS are navigated by using the “tree view” that appears on the left side of the screen. By using this navigation panel, you may select cases to view by diagnosis year and primary site. The main navigation panel for the Comparisons tab is also found on the left side of the screen.

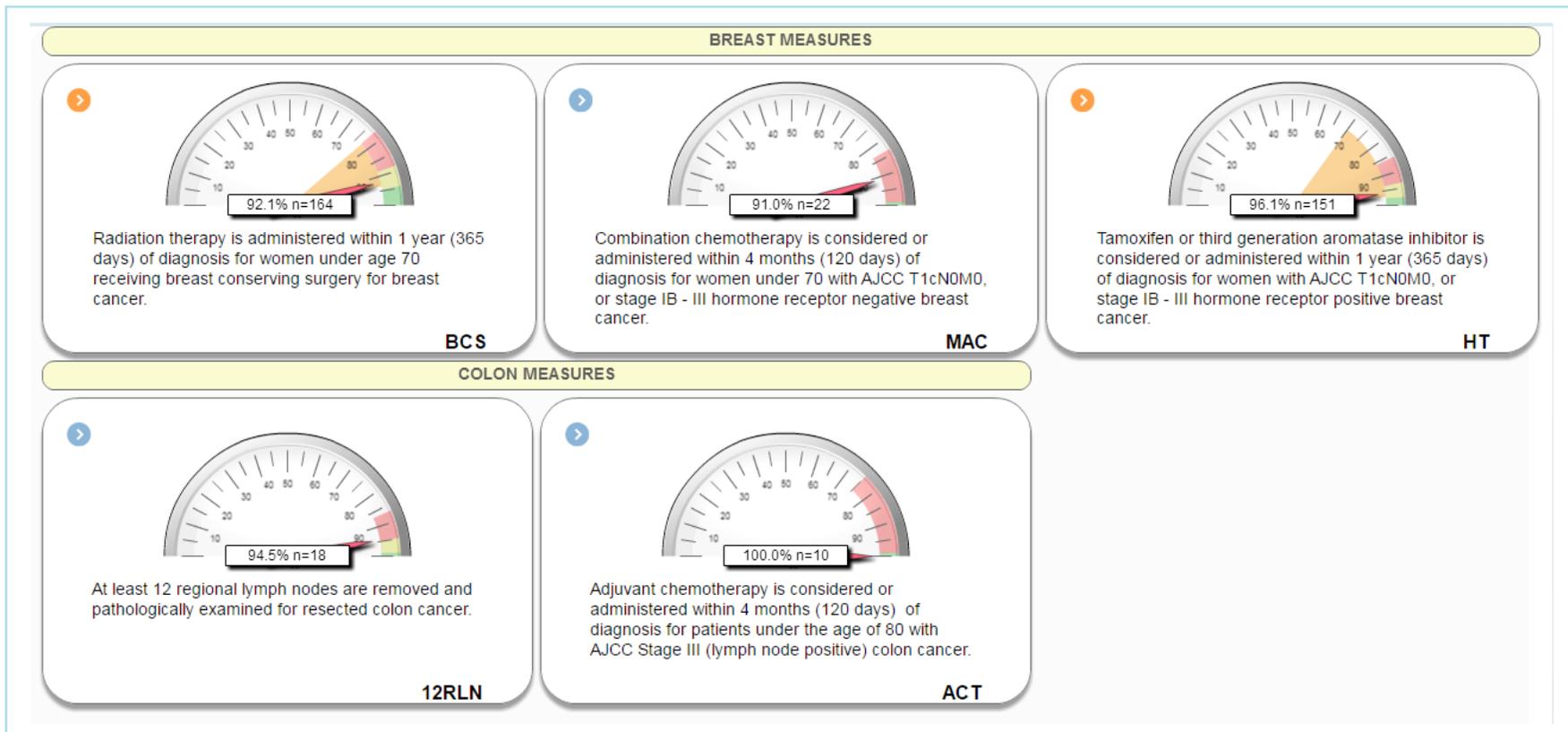
In the Alerts and Case List tabs, the “tree view” allows users to drill down into reported cases based on diagnosis year, organ site, measure, and measure status. The number of reported cases is shown in the square brackets of each node of the “tree view.” To display a case list, click on a node label.

In the Comparison tab, the left panel of the screen allows users to select one or more measures for review.



## Dashboard

The Dashboard tab is the first screen presented to users when they enter RQRS. The five rating dials, one for each of the measures monitored and reported through RQRS, show the year-to-date facility performance rate. The rates shown in these dials indicate the proportion of patients for whom adjuvant therapy was expected to be started within the last 365 days. The colon cancer measure for the number of nodes removed and pathologically examined reflects the proportion of patients who were diagnosed within the last 365 days and for whom 12 or more regional lymph nodes were examined.



## Year-to-Date Performance Rates

Year-to-date performance rates are represented in the individual dials. The red needle shows the current facility-specific performance rate. The exact value of the performance rate appears in the box in the center of each dial, along with the total number of cases included in the denominator of the calculation.

The orange area behind the needle represents the potential performance rate for your cancer program if none of the patients currently reported to RQRS as pending adjuvant therapy are provided the expected treatment. To view a list of cases for which adjuvant treatment information is pending, click on the alert triangle in the top left corner of the dial box; this button will take the user to the measure-specific Alerts screen.

The shaded areas in the outer edge of each of the dials in the dashboard designate the range of performance rates for the top three quartiles for all RQRS participating cancer programs.

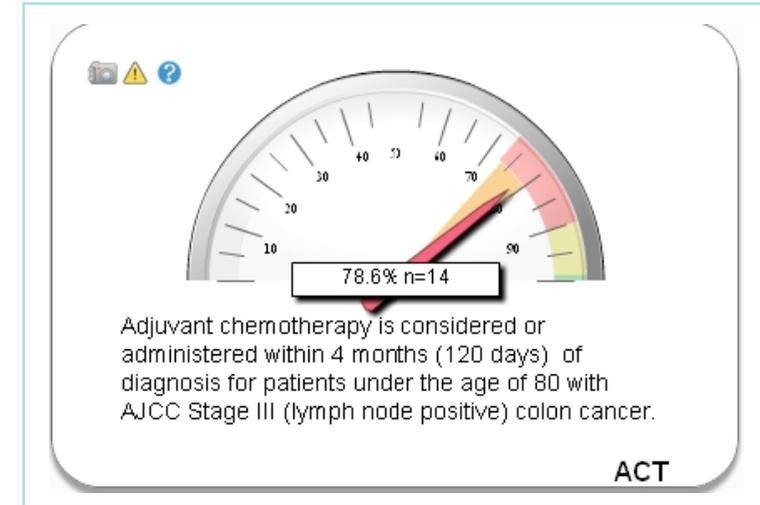
- Green: Top quartile, 75th–100th percentile
- Yellow: 50th–75th percentile
- Red: 25th–50th percentile

*Please note these percentiles are not adjusted for program size.*

All of the information displayed on these dials is updated nightly. Rates may change if new cases are submitted to the RQRS, if previously reported cases are updated with

new treatment information, or as reported cases “age” with respect to the time period associated with a particular measure.

If you hover your mouse over the upper-left corner of each measure box, a camera, alert triangle, and “?” will appear.



- Clicking on the camera icon will capture an image of the corresponding rating dial and temporarily save it in the My Account tab that can later be downloaded as a PowerPoint file. You may add other images to your PowerPoint file at any time during your session.
- Clicking on the alert triangle will send the user directly to the case alerts list for the selected measure.
- Clicking on the “?” will provide additional information about the components of the displayed dial.

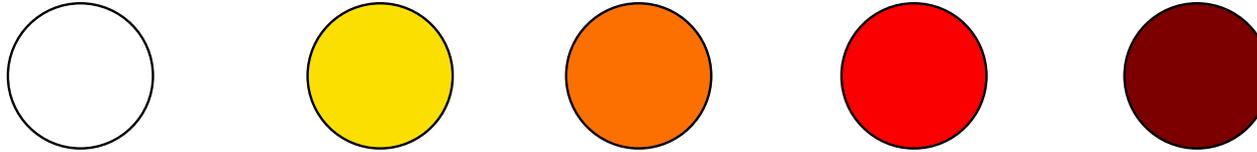
## RQRS Case Alerts

The Alerts tab identifies cases for which pending information regarding administration of adjuvant therapy has not been reported to the RQRS. This screen also displays the number of days until cases lapse into measure nonconcordance. Cases that lapse into nonconcordance will remain posted on the Alerts screen for 120 days to ensure sufficient opportunity for programs to review the status and coordination of the patient's care.

- All of the information displayed on this screen is updated nightly.
- Other measures for which a case is applicable are shown in "Related Measures" column.
- Cases can be sorted by clicking on any of the column headings.
- Case-specific information can be viewed by double clicking on a row. A pop-up screen showing case detail information, including patient demographic, treatment, and registry administrative data items reported to RQRS, will be displayed. From this pop-up screen, RQRS allows users to generate a treatment summary report in a modifiable PDF document.
- Create or read a note by clicking on either the green "+" or the clipboard icon.
- Any displayed list of cases can be downloaded to a user's local computer by clicking on the Excel icon appearing in the Excel Download panel on the bottom left part of the screen (not shown).

Acc#	Seq#	Alert Status	Related Measures	Notes
201000882	00	RT assumed not administered, date started not reported and 104 days beyond 180 days following diagnosis		+ [Clipboard]
201000429	00	Lapsed HT Rx reporting; 45 days beyond 365 days following diagnosis		+ [Clipboard]
201000901	00	Incomplete Rx data; HT expected to be received within 55 days (365 days following diagnosis)		+ [Clipboard]
201000975	00	Incomplete Rx data; HT expected to be received within 41 days (365 days following diagnosis)		+ [Clipboard]
201001022	00	Incomplete Rx data; RT expected to be received within 40 days (365 days following diagnosis)	HT	+ [Clipboard]
201001022	00	Incomplete Rx data; HT expected to be received within 40 days (365 days following diagnosis)	BCS	+ [Clipboard]
201000085	00	Incomplete Rx data; HT expected to be received within 35 days (365 days following diagnosis)		+ [Clipboard]
201000060	00	Incomplete Rx data; HT expected to be received within 28 days (365 days following diagnosis)		+ [Clipboard]
201000648	00	Incomplete Rx data; HT expected to be received within 20 days (365 days following diagnosis)		+ [Clipboard]
201001340	00	Incomplete Rx data; RT expected to be received within 166 days (365 days following diagnosis)	HT	+ [Clipboard]
201001270	00	Incomplete Rx data; RT expected to be received within 165 days (365 days following diagnosis)		+ [Clipboard]
201001305	00	Incomplete Rx data; RT expected to be received within 153 days (365 days following diagnosis)		+ [Clipboard]
201001177	00	Incomplete Rx data; RT expected to be received within 138 days (365 days following diagnosis)		+ [Clipboard]
201001107	00	Incomplete Rx data; HT expected to be received within 133 days (365 days following diagnosis)		+ [Clipboard]
201001169	00	Incomplete Rx data; RT expected to be received within 125 days (365 days following diagnosis)	HT	+ [Clipboard]
201001169	00	Incomplete Rx data; HT expected to be received within 125 days (365 days following diagnosis)	BCS	+ [Clipboard]
20100036	00	Incomplete Rx data; HT expected to be received within 119 days (365 days following diagnosis)	BCS	+ [Clipboard]
20100036	00	Incomplete Rx data; RT expected to be received within 119 days (365 days following diagnosis)	HT	+ [Clipboard]
201001106	00	Incomplete Rx data; HT expected to be received within 117 days (365 days following diagnosis)		+ [Clipboard]

## Case Alert Colors



All cases pending adjuvant therapy are associated with one of five colors. The relationship between the color of the alert and the number of elapsed days is sensitive to each measure.

- **WHITE:** Recently diagnosed
- **YELLOW:** Low alert
- **ORANGE:** Medium alert
- **RED:** High alert, pending nonconcordance
- **DEEP RED:** Nonconcordant or lapsed due to lack of information describing expected adjuvant therapy. These cases are retained on the Alerts screen for 120 days to ensure sufficient opportunity for programs to review the status and coordination of the patient's care.

## Case Lists

The Case List tab allows users to view any case reported to the RQRS and review specific demographic, treatment, and administrative information related to these cases.

- All of the information displayed on this screen is updated nightly.
- Cases included in the year-to-date performance rates in the Dashboard tab are identified by the speedometer icon in the left-most column of the table marked YTD. The dials are color coded to represent the status for each of these cases.
  - **Green:** Concordant, treatment administered
  - **Blue:** Concordant, treatment considered not administered
  - **Orange:** Suspense, pending adjuvant treatment information
  - **Red:** Nonconcordant
- Cases can be sorted by clicking on any of the column headings.
- Case-specific information can be viewed by double clicking on a row. A pop-up screen showing case detail information, including patient demographic, treatment, and registry administrative data items reported to RQRS, will be displayed. From this pop-up screen, RQRS allows users to generate a treatment summary report in a modifiable PDF document.
- Create a note by clicking on either the green "+" or the clipboard icon.
- Any displayed list of cases can be downloaded to a user's local computer by clicking on the Excel icon appearing in the Excel Download panel on the bottom left part of the screen (not shown).

YTD	Acc#	Seq#	Case Status	Related Measures	Notes
	201001073	00	Chemo started within 120 days of diagnosis		
	201000713	00	All examined nodes negative		
	201000847	00	Chemo started within 120 days of diagnosis		
	201000940	00	Chemo not administered		
	201000756	00	All examined nodes negative		
	201000261	00	All examined nodes negative		
	201000524	00	All examined nodes negative		
	201001004	00	Chemo started more than 120 days following diagnosis		
	201001313	00	Age >= 80		
	201000612	00	Died within 120 days of diagnosis		
	201000177	00	All examined nodes negative		
	201100022	00	All examined nodes negative		
	201000107	00	All examined nodes negative		
	201000907	00	All examined nodes negative		
	201000464	00	Chemo status unknown, assumed not administered, more than 120 days following diagnosis		
	201000681	00	All examined nodes negative		
	201000106	00	All examined nodes negative		
	201000326	00	Chemo considered, not administered		
	201001316	00	All examined nodes negative		

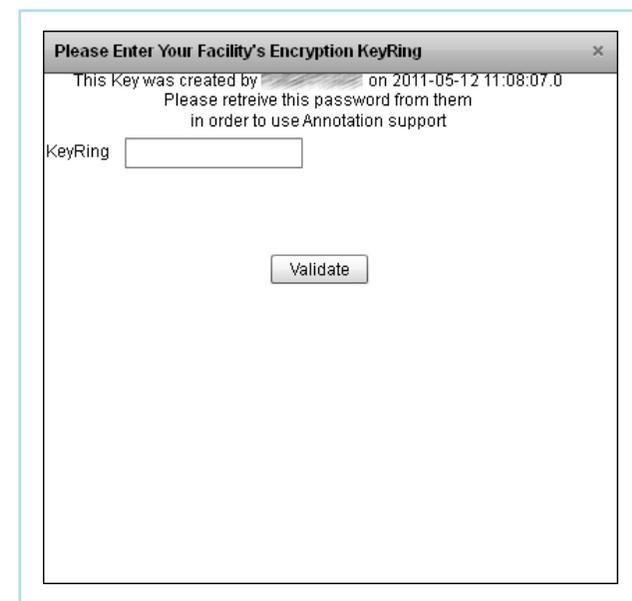
## RQRS Notes

The Alerts and Case Lists tabs allow cancer programs to leave RQRS Notes about specific cases. RQRS Notes were developed to allow cancer programs to leave additional information or reminders about a case to assist local tracking, monitoring, and updating activities. These notes are encrypted and may be posted and viewed only by individuals with a valid KEYRING that is associated with the cancer program. A KEYRING is an institutional password that is used to encrypt and decrypt the contents of posted RQRS Notes. The KEYRING may be shared among personnel of the cancer program who use RQRS.

The first individual in a cancer program to attempt to post a note will be prompted to set up a KEYRING. This KEYRING will be specific to the cancer program. Other RQRS users within a participating cancer program who want to read or post RQRS Notes will be prompted to match the established KEYRING. The KEYRING will be stored in the Adobe cache of the user's workstation; the KEYRING will not need to be entered every time a user posts additional notes or views existing notes unless the user is working from a different workstation or the workstation's cache has been cleared.

The CoC and NCDB will NEVER know or ask for your KEYRING. The NCDB cannot assist in the recovery of a KEYRING. If the KEYRING is lost, you will not be able to decrypt your notes and all information posted in RQRS Notes will be rendered useless and permanently unavailable.

If the KEYRING for your cancer program is saved on your workstation, a dialog pop-up box will appear so you can add your note to the case. Users will be prompted for their KEYRING if it is not saved on their workstation.

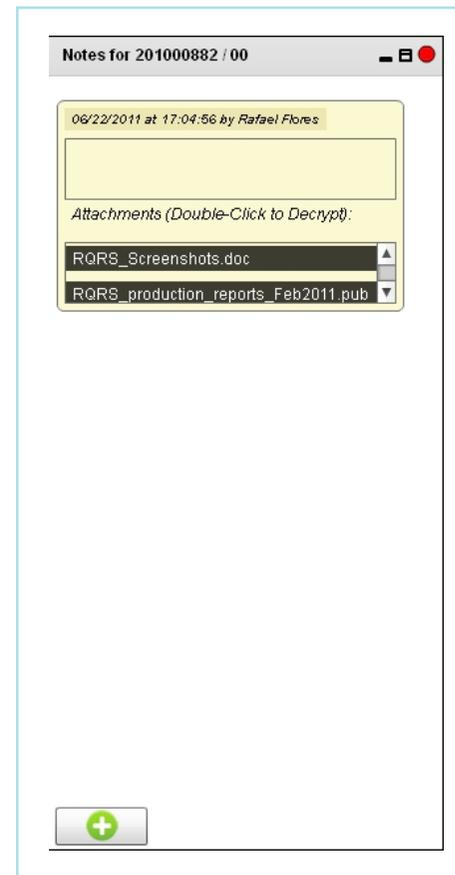


## RQRS Notes

To add RQRS Notes to a case, click on the "+" symbol under the Notes column that appears in the Alerts and Case List tabs.



To view RQRS Notes already left on a case, click on the clipboard icon. All notes left for that individual case will be displayed.



## Treatment Summary PDFs

The treatment summary documents provided through RQRS is limited to the data that is available to the cancer registry and has been reported to the RQRS.\* The elements included in the RQRS Treatment Summary are consistent with the template set forth by the Institute of Medicine (From Cancer Patient to Cancer Survivor, 2006), but do lack some of the recommended specificity due to the nature of the data collected by cancer registries.

- When a user is reviewing case-specific information from either the Alerts or Case List tabs, an Adobe icon will appear just below the tab banner. Clicking on this icon will generate a modifiable PDF document that can be printed or saved to the user's workstation.
- In the top right corner of the documentis space has been reserved to allow users to add their hospital or cancer program logo. The logo can be uploaded into the My Accounts tab of RQRS.
- Three areas of the PDF are "modifiable":
  - Two have been selected to facilitate the circulation of patient specific information between and among staff at RQRS participating programs.
    - Medical Record Number (MRN)
    - Patient Name
  - At the bottom of the page is a section labeled "Notes." This is a free-text area where any additional pertinent information can be recorded.

**\* NOTE:** The information provided in the RQRS Treatment Summary PDF is based on the most recent RQRS data submission from your cancer registry. The most recent date the case was submitted will appear at the bottom of the document, as will the initials of the case abstractor. The information presented in the RQRS Treatment Summary PDF is meant to serve as a guide for RQRS participating institutions. All treatment decisions remain the responsibility of the physician. This document may contain confidential information. It is the responsibility of the RQRS participating program to determine how best to use and share this information.

Patient Identification		Case Identification	
MRN #		Accession Number	
Patient Name		Sequence #	(00) First malignant or in situ cancer diagnosis in the patient's lifetime
		Class of Case	(13) Initial diagnosis at the reporting facility AND part of first course treatment was done at the reporting facility
		Last Contact Date (Vital Status)	(Alive)

Patient Characteristics		AJCC Clinical Stage Group: 1A	
Date of Birth (Age)	075	Clinical T	(X ) Primary tumor cannot be assessed
Gender	Male	Clinical N	(2 ) Metastasis in 4 or more regional lymph nodes
		Clinical M	(0 ) No distant metastasis

Tumor Characteristics		AJCC Pathologic Stage Group: 1A	
Diagnosis		Path T	(3 ) Tumor invades through the muscularis propria into pericolorectal tissues
Date		Path N	(2B ) Metastasis in 7 or more regional lymph nodes
Primary Site	(C188) Overlapping lesions of colon	Path M	
Histology	(8140) Adenocarcinoma, NOS		
Behavior	(3) Invasive		
Nodes Examined	(20) 20 examined nodes		
Nodes Positive	(08) 08 nodes positive		
Tumor Size	(055) 055 mm		
ER Status	997		
PR Status	000		

Treatment Summary	
Surgery Date	
Surgery	(30) Partial colectomy, segmental resection
Radiation Date	
Radiation	(00) No radiation treatment
Hormone Date	
Hormone	(00) None, hormone therapy was not part of the planned first course of therapy.
Chemo Date	
Chemotherapy	(02) Single-agent chemotherapy administered as first course therapy.
Immunotherapy	(00) None, immunotherapy was not part of the planned first course of therapy.

Notes:

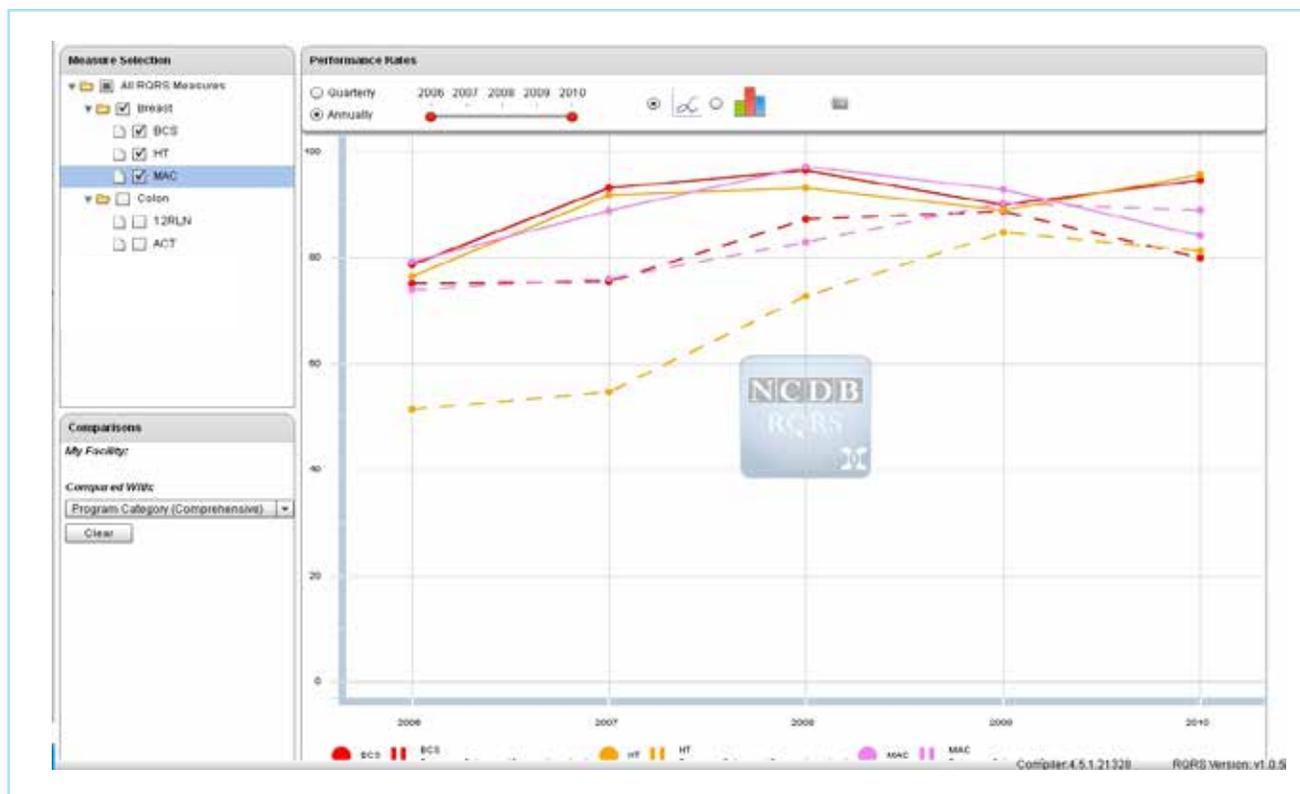
The information provided is based on the most recent RQRS data submission from your cancer program registry on [redacted]. The information presented is meant to serve as a guide for participating institutions. All treatment decisions remain the responsibility of the physician. This report may contain confidential information. It is the responsibility of [redacted] to determine how best to use and share this information.

Abstractor: [redacted]

## Comparison Reports: Rates over Time

The Comparison tab allows users to display the performance rate(s) for any of the six RQRS performance measures over time.

- Users may select and deselect any measure using the check boxes that appear under “Measure Selection.”
- To compare your cancer program’s performance with other RQRS participating programs, pick from among the categories of programs that appear under “Comparisons.”
- Under “Performance Rates,” users can:
  - Display annual or quarterly rates.
  - Use the scale tool to control the time period displayed in the figure.
  - Change the display to show lines or bar graphs.
  - Drill down to view stratified comparison rates by clicking on any displayed node or column.

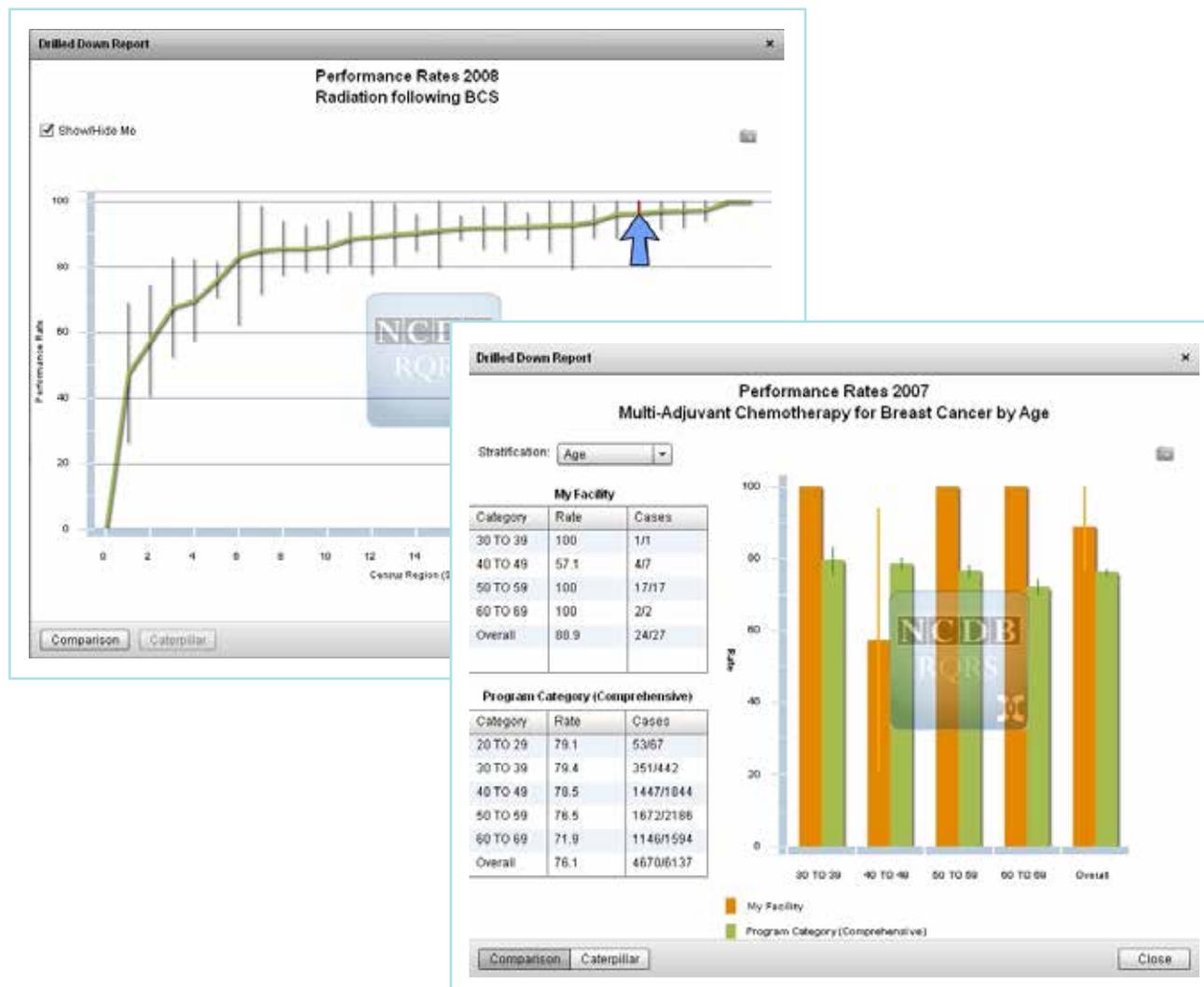


## Comparison Reports: Drilled Down

While comparing your cancer program's performance with other RQRS participating programs, click on the measure and the time period in the line or bar graph to examine stratified comparisons of performance rates by demographic or other patient information.

Drill-down reports will display:

- A table with the case counts, performance rate, and 95 percent confidence interval for each of the strata of the selected demographic or characteristic of interest.
- A bar chart showing the performance rates for your cancer program and selected comparison group of RQRS participating programs for the selected demographic or characteristic of interest.
- Caterpillar charts show your cancer program's performance rate and 95 percent confidence interval in relation to all other RQRS participating programs in the comparison a user has selected. Users have the option of highlighting or hiding their cancer program's performance rate.



## My Account: Program Activity

The My Account tab allows users to view information describing RQRS use by their cancer program, and to download reports selected during their current RQRS session.

In the upper-right corner of the header, a PDF copy of the "Term and Conditions" is posted, documenting which registrants originally enrolled the program in RQRS.

The Facility Case Count table is found in the upper-left panel. Programs can quickly review the cumulative number of cases submitted to RQRS by diagnosis year and organ site.

Important RQRS dates are found in the middle panel, including the date of program enrollment in RQRS, the date the program last completed a RQRS submission, as well as when the comparison reports were most recently updated and when they will next be updated.

The right-most panel displays all users within the program who currently have access to the RQRS system. Users other than the four required registrants may use the check boxes to select or deselect the option of receiving the e-mailed RQRS Monthly Alerts Reports.

The screenshot displays the 'My Account' interface for CoC Hospital, 00000044. It is divided into several sections:

- Facility Case Counts:** A table showing cumulative cases by year and cancer site.
- Important RQRS Dates:** A table listing key dates such as Last Submission, RQRS Enrollment, Last Comparison, and Next Comparison.
- Monthly Alerts Receipt:** A table listing users with checkboxes to manage their alert preferences.
- Visit PowerPoint Slides:** A section with three thumbnail images of presentation slides.
- Upload Logo:** A section for uploading a logo, featuring the CoC Hospital logo and a file selection button.

Facility Case Counts			Important RQRS Dates		Monthly Alerts Receipt			
Year	Cancer Site	Case Count	Function	Date	Role	User Name	Alerts	Last Login
2011	Breast	85	Last Submission	09/07/2011	CLP	Omer Ozy	<input checked="" type="checkbox"/>	14-SEP-2011
2011	Colon	11	RQRS Enrollment	09/07/2011	CCC	Erica Smith	<input checked="" type="checkbox"/>	14-SEP-2011
2011	Rectum	4	Last Comparison	09/12/2011	CFA	Andrew Stewart	<input checked="" type="checkbox"/>	14-SEP-2011
2010	Breast	281	Next Comparison	10/04/2011	HR	James M Barasiak	<input checked="" type="checkbox"/>	14-SEP-2011
2010	Colon	92			CLP	Inna Libes	<input checked="" type="checkbox"/>	
2010	Rectum	31			CHR	Yelena Pinsky	<input checked="" type="checkbox"/>	
2009	Breast	298						
2009	Colon	100						
2009	Rectum	40						
2008	Breast	392						
2008	Colon	93						
2008	Rectum	37						