

FORENSICS ANALYTICS APP

HOW TO GUIDE



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ELFT'S FORENSICS ANALYTICS APP

DIFFERENT WAYS TO ACCESS THE APP

There are three different ways of accessing the app.

1. Through the **Office 365 Portal**
2. Through the **Power BI Desktop App**
3. Through the **Power BI Mobile App**



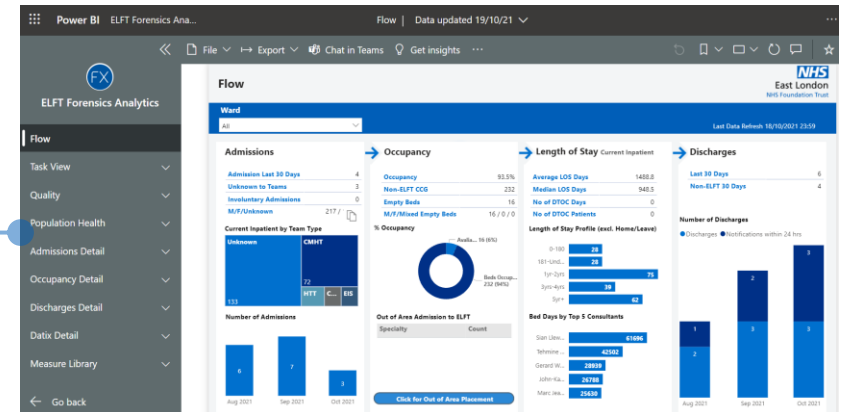
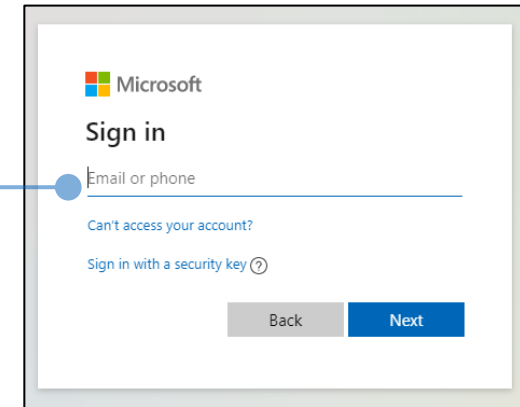
ACCESS THROUGH THE OFFICE 365 PORTAL

1. Click on the link below:

FORENSICS ANALYTICS APP

Please note, you will need to be given access to view the app.

2. You will be taken to Power BI website and asked to log in.
3. Enter your NHS.net credentials to log in.
4. The Forensic Analytics app will now load up on the **'Flow'** page.
5. You will be able to navigate around the different levels using the bar on the left.

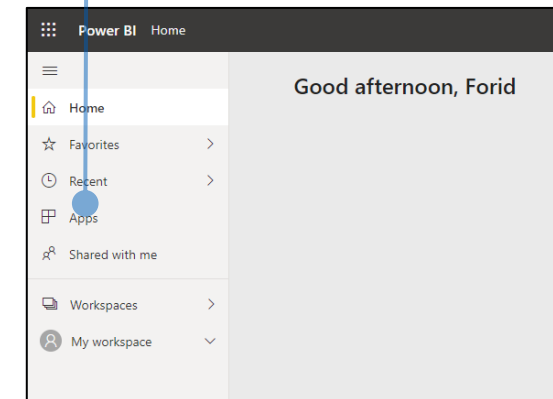
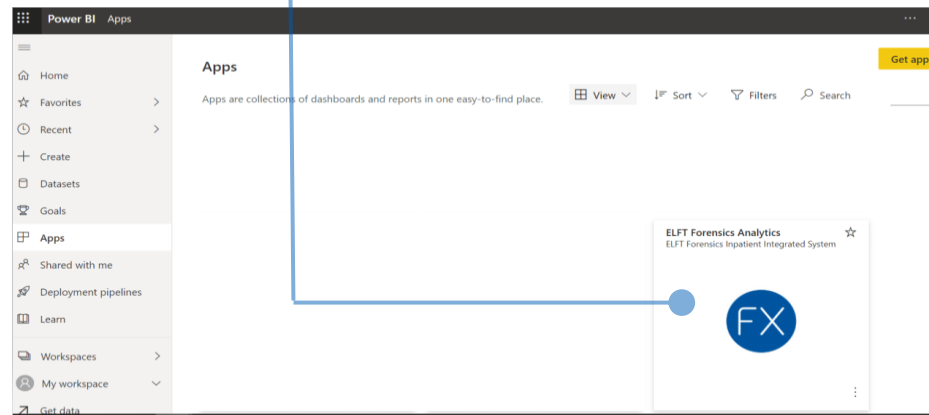
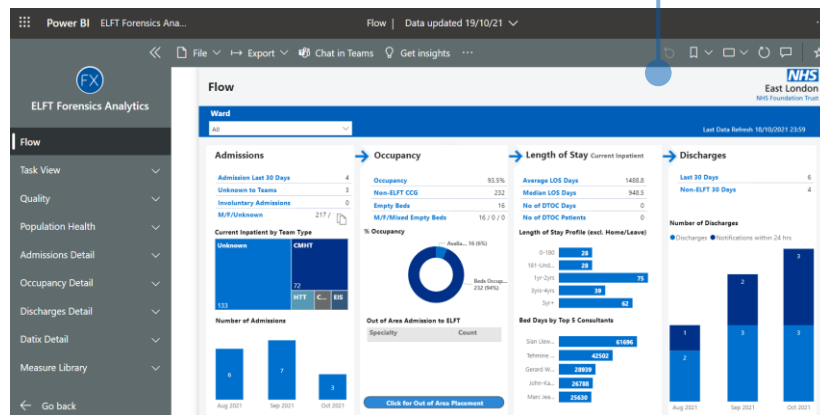
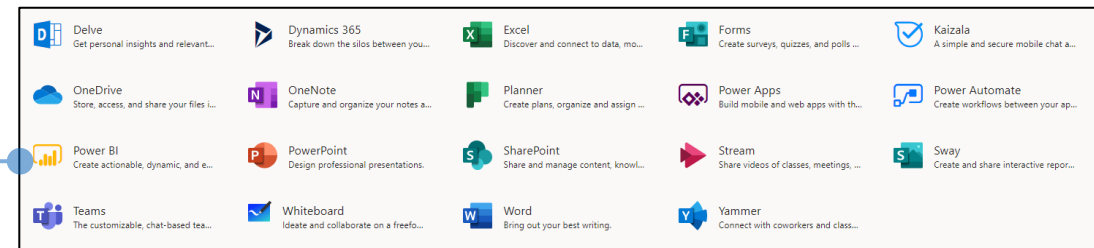
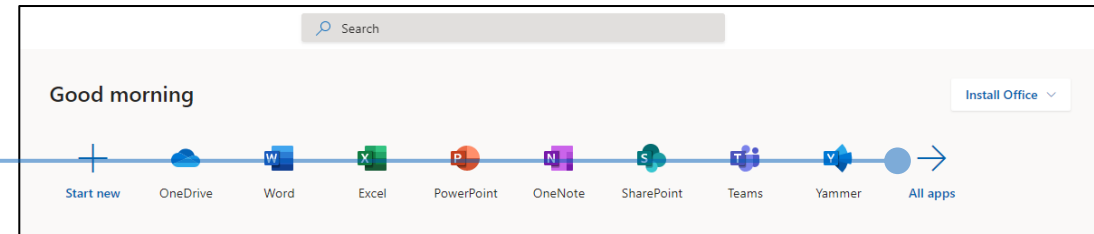


ELFT'S FORENSICS ANALYTICS APP

ACCESS THROUGH THE OFFICE 365 PORTAL

Once you have accessed the app through the link once, it will save in your favourites. You will be able to quickly access the app by going to 'Apps' area in Power BI. To do this, follow the instructions below:

1. Go to [Office.com](https://office.com) and log in using your NHS.net credentials.
2. You will now be able to see a series of Office 365 apps
3. Click on "All Apps"
4. Click on the "Power BI" option.
5. You will now be in the Power BI application
6. Click on the 'Apps' on the top left
7. Click on the app called 'ELFT Forensics Analytics'
8. This will load the app and you should see the 'Flow' page as the default



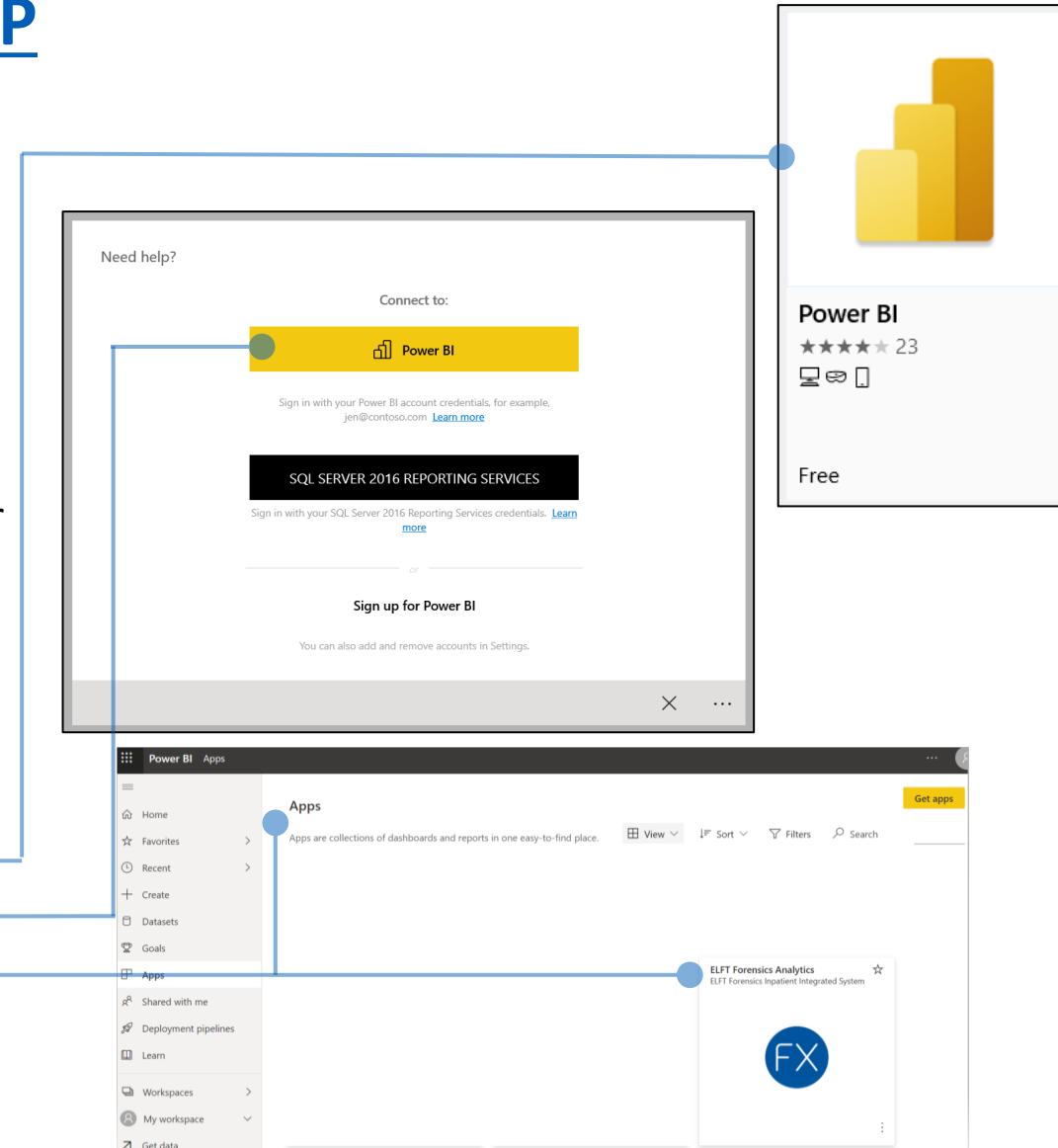
ACCESS THROUGH THE POWER BI DESKTOP APP

1. Click on the link below:

FORENSICS ANALYTICS APP

Please note, you will need to be given access to view the app.

2. You will be taken to Power BI website and asked to log in.
3. Enter your NHS.net credentials to log in.
4. The FORENSICS Analytics app will now load up on the **'Flow'** page.
5. You will be able to navigate around the different levels using the bar on the left.
6. Once you have accessed the app through the browser, you can now view it in the Power BI desktop app too.
7. Go to the Microsoft Store and download the 'Microsoft Power BI App' (ensure you download the app and not 'Microsoft Power BI Desktop').
8. Click on 'Power BI' and log in
9. You will now see the Forensic Analytics app in the **'Apps'** area



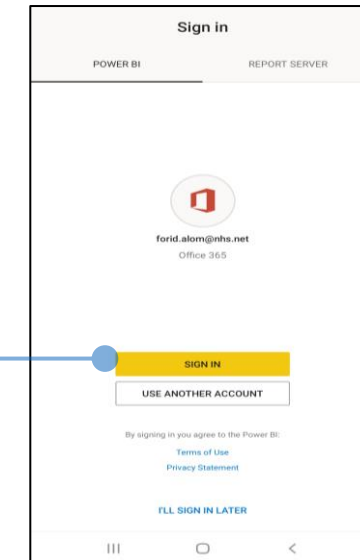
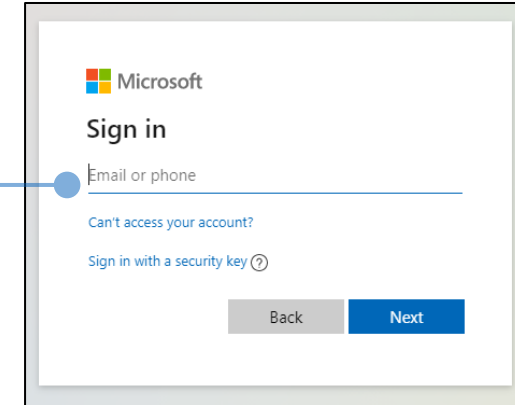
ACCESS THROUGH THE POWER BI MOBILE APP

1. Click on the link below:

[FORENSICS ANALYTICS APP](#)

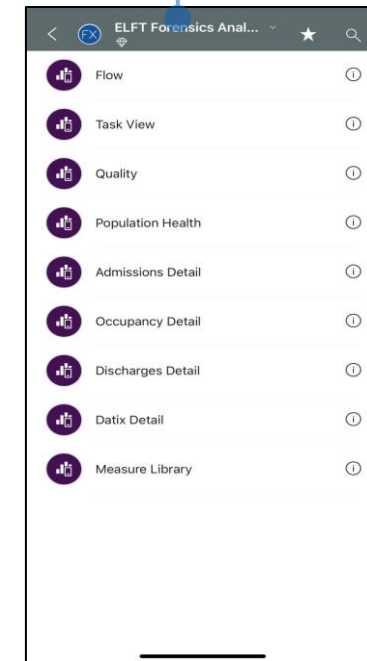
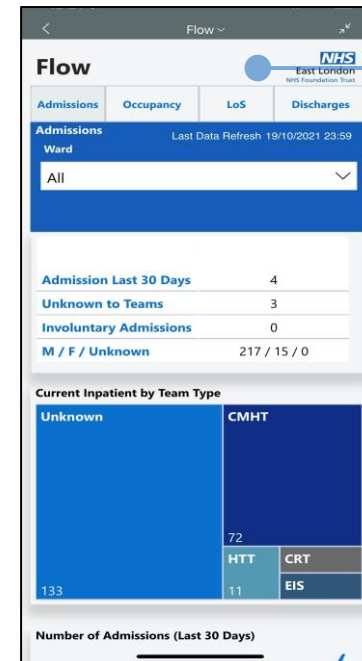
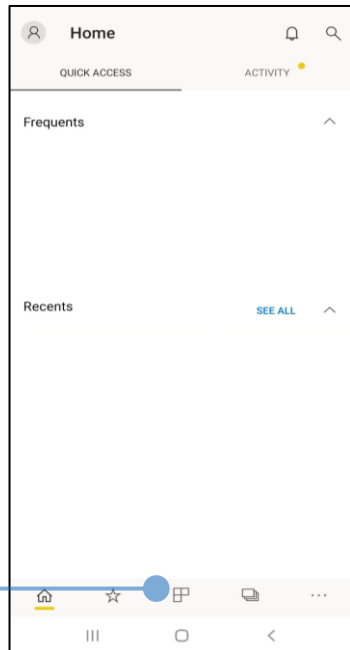
Please note, you will need to be given access to view the app.

2. You will be taken to Power BI website and asked to log in.
3. Enter your NHS.net credentials to log in.
4. The FORENSICS Analytics app will now load up on the **'Flow'** page.
5. You will be able to navigate around the different levels using the bar on the left.
6. Once you have accessed the app through the browser, you can now view it in the Power BI mobile app too.
7. If you are using an **apple device**, you should already have the Power BI app installed. If you are using an **android device**, you can download the Power BI app from the Google play store (IT have unlocked it for download).
8. Once downloaded, open the app and click on 'Sign In'
9. Sign in using your NHS.net credentials.



ACCESS THROUGH THE POWER BI MOBILE APP

10. Click on the **'Apps'** Button
11. Click on the **'ELFT Forensics Analytics'**
12. This will now load the app in mobile view. It will default to the Flow as the first page.
13. If you want to navigate around the different reports, click on the top page title. This will reveal the navigation bar where you can pick the different reports.



NAVIGATING THE APP (DESKTOP) – TASK VIEW

You can access the service users progress notes from the last 48 hours. To do this, first click on the service user you are interest in on the table. This will select that row and the progress note icon will now appear allowing you to click on it.

Use the filter drop-down to choose between different wards.

Use the advanced filter pane to apply additional filters to the report.

Dates and times of when the last data refresh took place for the different data sets.

Patient identifiable information has been blacked out.

Use the scrolly bar to move across the table and view all the columns available.

NAVIGATING THE APP (MOBILE) – TASK VIEW

Task Overview
Forensics

Ward: All
Age Group at Admission: All
Gender: All

Current Inpatient | Discharges

Beds
248 Capacity | 16 Empty | 232 Occupied
94% Occupancy %

Patients
232 On Ward | 0 On Leave | 0 AWOL

Progress Note | Patient Info

Bed	Initials	Rio ID	Alert	LoS in Days
				7872
				7872
				7499
				7329
				6830
				6040
				5986
				5920
				5859
				5416
				5299
				5175
				4991
				4892
				4705
				4097

Use the filter drop down to alternative between different wards.

Use the 'Current Inpatient' and 'Discharges' button to navigate between the two different reports.

Patient identifiable information has been blacked out.

To see further details for a specific service user, click on them and it will highlight them within the table.

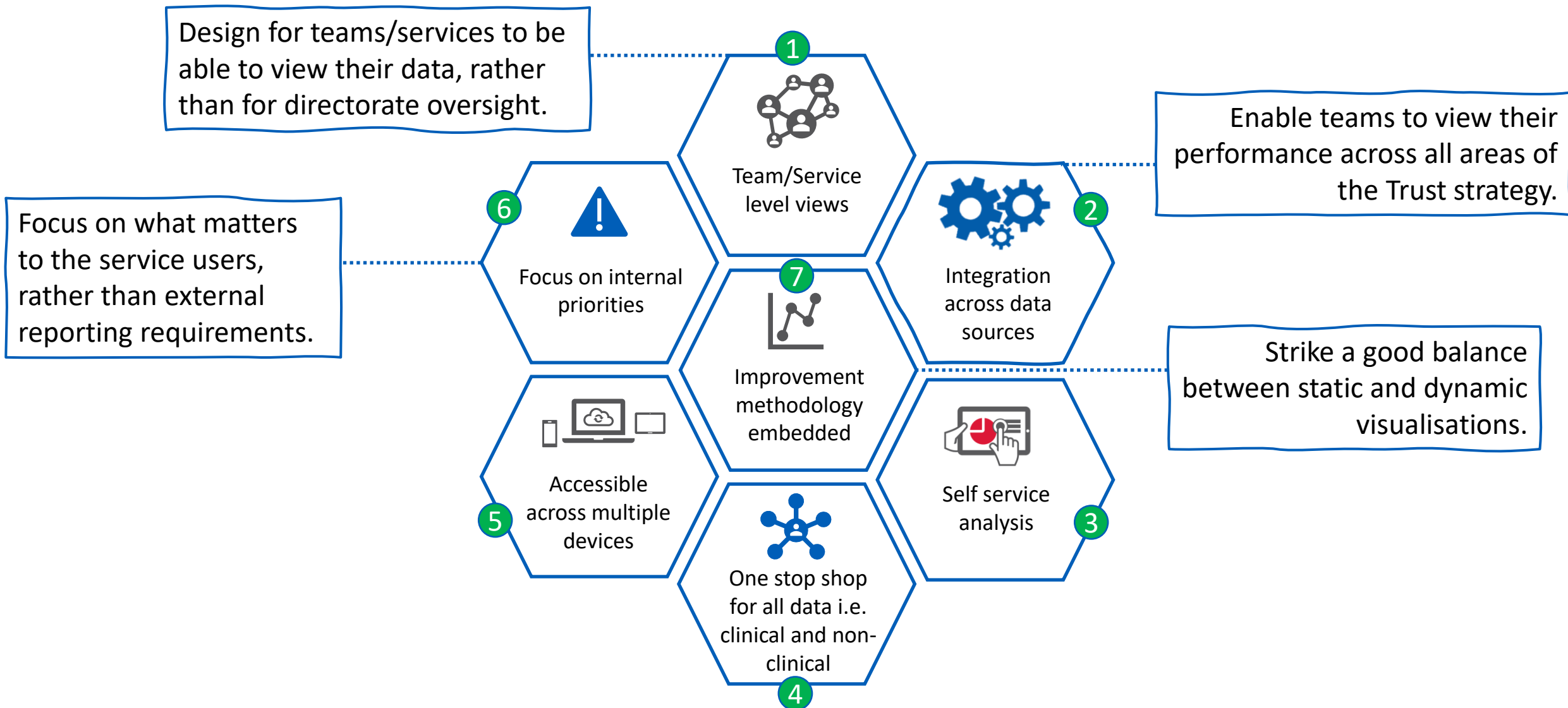
You will now be able to click on the 'Progress Note' or 'Patient Info' button to see further details on the service user.

Patients
232 On Ward | 0 On Leave | 0 AWOL

Progress Note | Patient Info

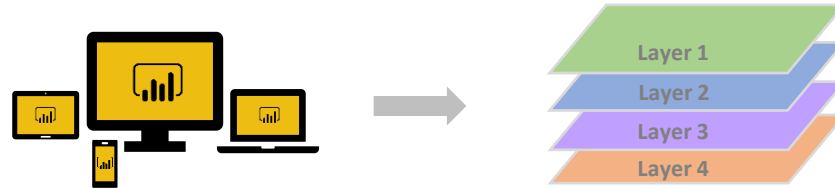
Bed	Initials	Rio ID	Alert	LoS in Days
				3393
				3310
	Mr XX	XXXXXX	🚩	3165
				3163
				3120
				3086
				3030
				2989
				2919
				2865
				2773
				2753
				2722
				2690
				2660
				2604

KEY PRINCIPLES OF ELFT'S INTEGRATED ANALYTICS

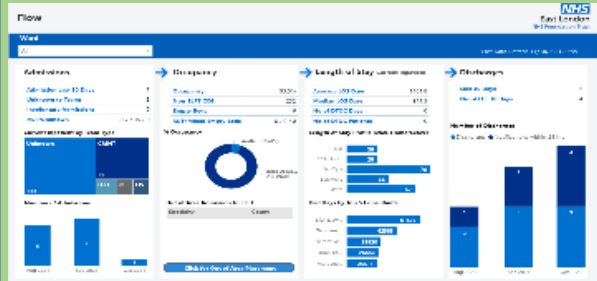


FORENSICS ANALYTICS APP STRUCTURE

The diagram below demonstrates the structure of the new analytics system and the key benefits.



Layer 1 Flow



OVERVIEW

- Flow gives the overview of the Admission, Occupancy, LoS and Discharges for the ward.
- A mixture of static and dynamic visuals to aid analysis.
- Daily data refresh.

USECASE

- Provides an accurate picture of the current ward status.
- Can be used in daily management huddles.

BENEFITS

- Provides a daily pictures of the ward and where attention needs to be focused.
- Automatic refresh so no manual data collection required.
- Can view data of wards from across the Trust to share learning.

Layer 2 Service wide measures



OVERVIEW

- A series of clinical and non-clinical data provided as data over time to understand the variation divided up by the 4 strategic areas of the Trust.

USECASE

- Understand how the ward is performing against different measures that are internal and external priorities.
- One stop shop for all data related to the service (clinical and non-clinical).

BENEFITS

- Data over time provides a picture of the variation within the system and predict future performance.
- Highlights areas that need attention.
- Can view data across all the wards in the Trust to share learning and aid improvement.

Layer 3 Drill down capability



OVERVIEW

- A drill down page for each measure providing more detailed information and filtering capability.
- Allows a degree of self-service.

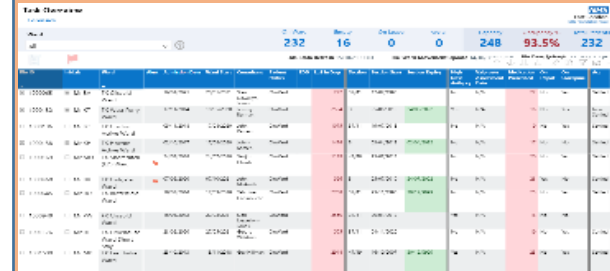
USECASE

- Provides a degree of self-service for further investigation where required.

BENEFITS

- Empowers staff to investigate data themselves without having to put requests to the Informatics department.
- A series of filters to slice and dice the data.

Layer 4 Task view report



OVERVIEW

- A task view report that outlines all the key tasks related to every service user admitted onto the ward.
- A combination of 15 min and 24 hr data refresh.

USECASE

- A list of all the key metrics related to admitted and discharged service users.
- Highlights tasks that are outstanding.
- Gives teams a quick picture of where focus is required.
- Daily huddles can be centered around this virtual task board.

BENEFITS

- Rio ward movement update allows for accurate data capture.
- Removes the middle layer of having to update the manual whiteboards.
- Can be used from any device from desktops to mobile devices.

FURTHER SUPPORT

Should you require further support, please get in touch with:

elft.analytics@nhs.net