

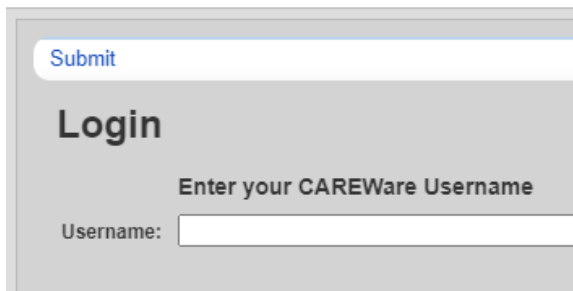
## CAREWare for Healthy Start User Guide

# Performance Measures Report

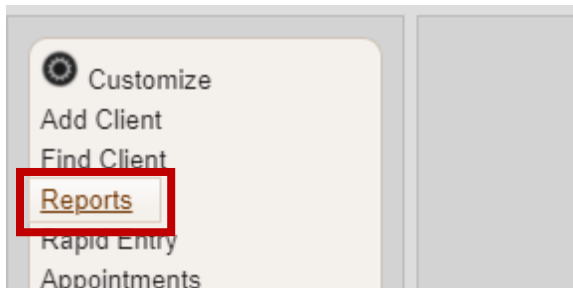
This user guide is a step-by-step guide for Provider Administrators and Data Managers to run the Performance Measures Report in CAREWare. This allows Healthy Start projects to check their progress on 16 of the 19 Healthy Start Performance Measures. Data for Benchmarks 17 (Community Action Network), 18 (Community Action Network), and 19 (Quality Improvement) are not collected in CAREWare.

### How to run the Performance Measures Report

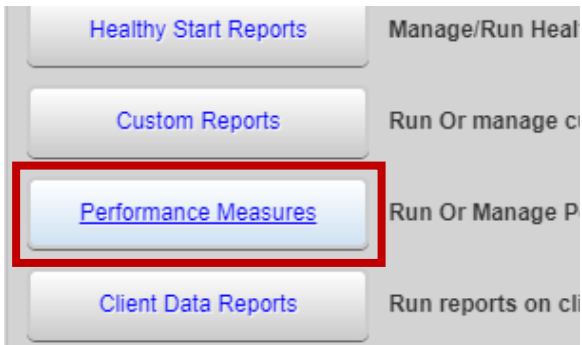
1. Log into CAREWare at <https://healthystart.jprog.net/careware/rs/index.htm>



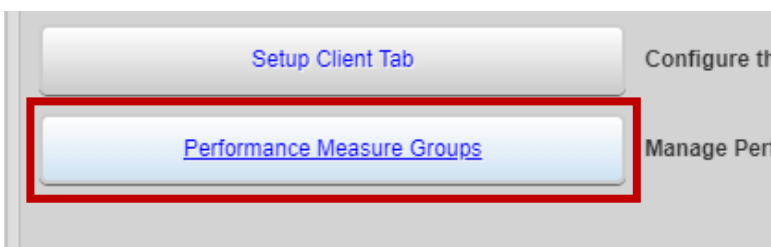
2. Click on **Reports** in the left navigation menu



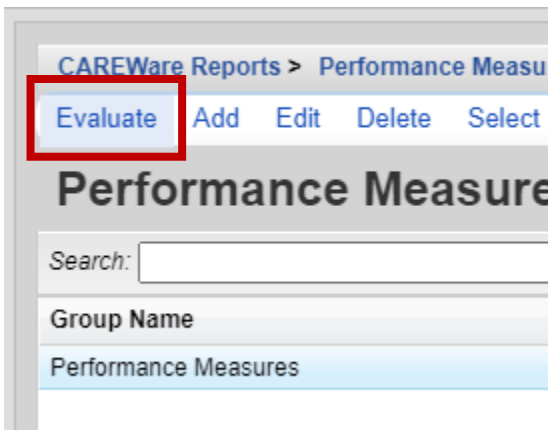
3. Click on **Performance Measures**



4. Click on **Performance Measure Groups**



5. Double-click on or select **Performance Measures** (the row will turn blue) and click **Evaluate**.



- Click on **Change** to edit the **Begin** and **End Dates**.
  - Disregard the **HIVQM Format** check box.

CAREWare Reports > Performance Measures > Performance Meas

**Save** **Cancel**

### Performance Measure Settings

**Parameters**

Performance Measure Group: Performance Measures

Begin Date: 03/15/2021

End Date: 03/14/2022

HIVQM Format:

- Once the date range is set, select how you want the report to be presented.
  - Click **List View** to see the report in the web application.
  - Click **CSV** to download the report in a CSV file
  - Click **PDF** to access the report via a downloadable a PDF file
  - Click **Open In New Tab** to view the report in a new browser tab.

- When in **List View**, client lists can be created for each measure by double-clicking on or select a performance measure (it will turn blue) and click on **Client List**.

CAREWare Reports > Performance

**Client List** **Back** **Print or Export**

### Performance Meas

Search:

| Measure ID | Measure name     |
|------------|------------------|
| HS 4       | HS 4 Women rcv'g |
| HS 1       | HS 1 Women with  |

- Click **Edit**, to change the setting of the Client List.

CAREWare Reports > Performance Measures

**Edit** **Today** **Create Client List** **Back**

### Performance Measure

Performance Measure: HS 4 Women

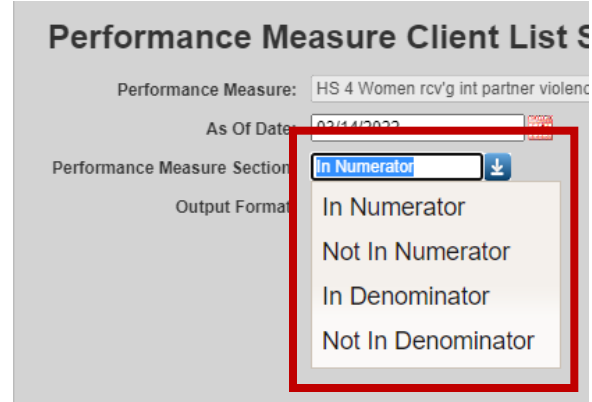
As Of Date: 03/14/2022

Performance Measure Section: In Numerator

Output Format: Real-time Lo

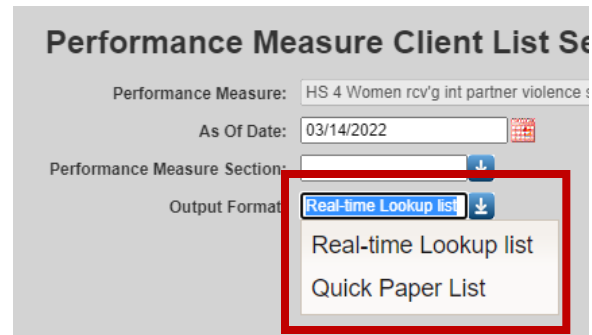
10. **Performance Measure Section** allows you to pull the clients identified as being in or not in the Numerator or Denominator.

- Please review the [Data Dictionary](#) to see what questions and responses are used for inclusion and exclusion for each performance measure.

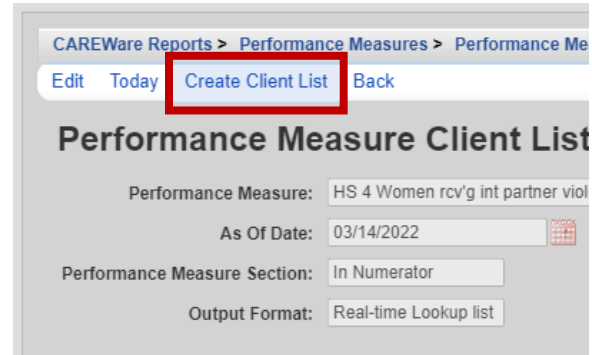


11. There are two Output Formats.

- **Real-time Lookup list** enables access to the client record
- **Quick Paper List** does not allow for access to the client record



12. After selecting the **Performance Measure Section** and **Output Format**, click on **Create Client List**.



13. When in the Real-Time Lookup List, double-click on or select the client (the row will turn blue) and click on **Go To Client** to enter the client record.

