# Healthcare-Associated Infections HAI Interactive Map User Guide

**Updated November 2019** 

## Navigate Using a Keyboard for Accessibility

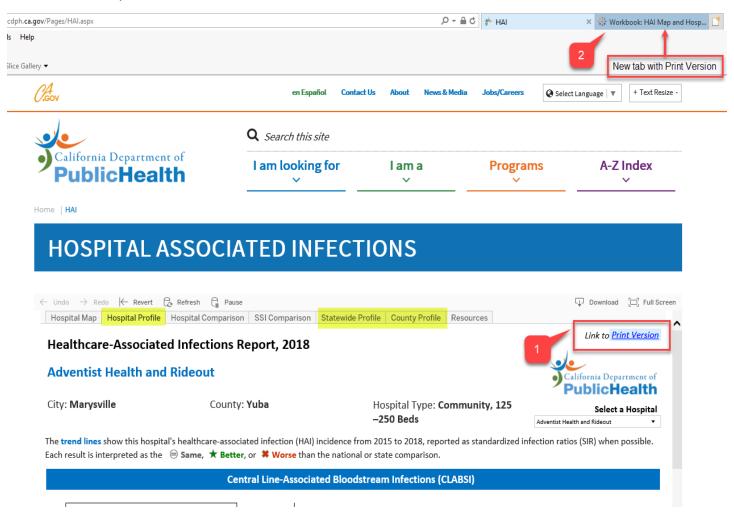
Tableau dashboards can be navigated with a keyboard for accessibility purposes. Use the "Tab" key to move around the page. The <u>full list of keyboard shortcuts</u> is available.

(https://onlinehelp.tableau.com/current/pro/desktop/en-us/shortcut.html)

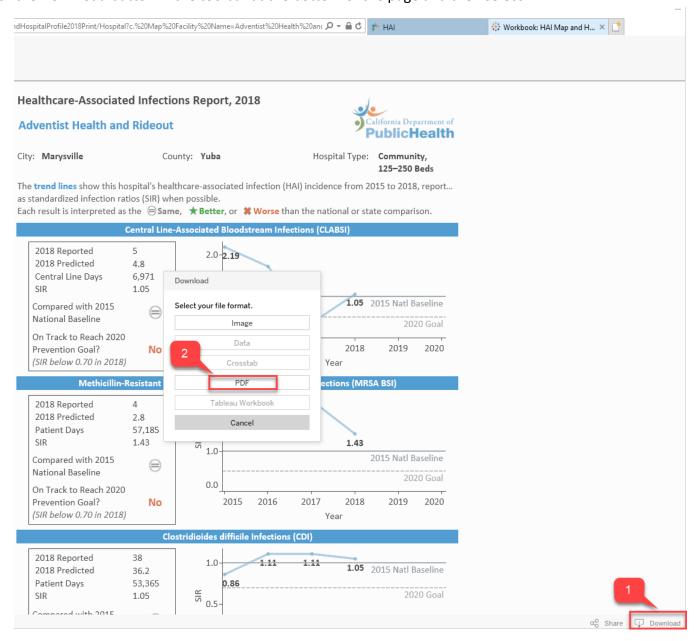
#### **Printing**

#### **Printing the Hospital Profiles, County Profiles, and Statewide Profiles**

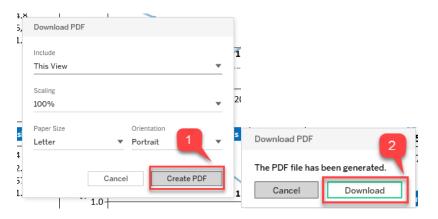
1. Select "Print Version" at the top right corner. A new tab will then open with a printable version of the profile.



2. Click the Download button in the toolbar at the bottom of the page and then select "PDF."



3. The Download PDF window appears. No changes are required. Click "Create PDF," then select "Download" when the PDF file has been generated.

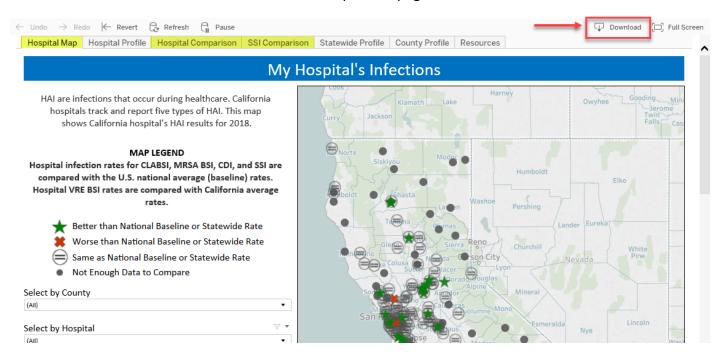


4. Another window appears at the bottom of the browser window asking if you want to Open or Save the file (Note: this window may appear in a different location in browsers other than Internet Explorer). Choose "Open" to open it now and print, or "Save" to save it for later viewing and printing.



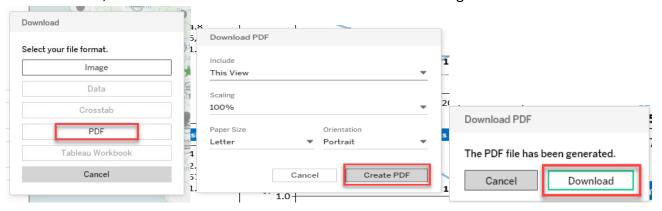
#### Printing the Hospital Map, Hospital Comparison, and SSI Comparison

1. Click the Download button in the toolbar at the top of the page.

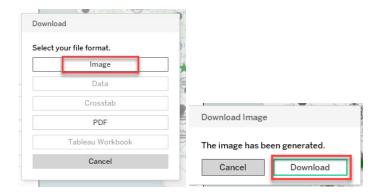


2. Then select either "PDF" or "Image."

If "PDF" is selected, the Download PDF window appears. No changes are required. Click "Create PDF," then select "Download" when the PDF file has been generated.



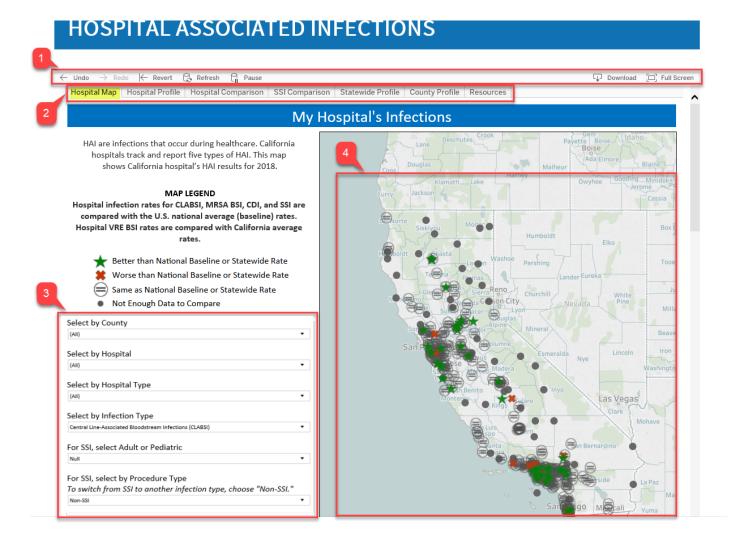
If "Image" is selected, the Download Image window appears. Select "Download," and then an image is generated as a PNG file.



3. Another window appears at the bottom of the browser window asking if you want to Open or Save the file (Note: this window may appear in a different location in browsers other than Internet Explorer). Choose "Open" to open it now and print, or "Save" to save it for later viewing and printing.



#### Using the Hospital Map



- 1. The toolbar provides various options you can control
  - a. Undo, Redo Undo or Redo an action, such as modifying a filter setting.
  - b. Revert Allows you to completely undo all filter selections and "revert" to the original dashboard settings. Use this if you have made multiple filter selections and want to return to a clean slate.
  - c. Refresh and Pause these buttons are not applicable to the HAI Map and can be ignored.
  - d. Download This button allows you to print the dashboard as an image (PNG) or file (PDF).
  - e. Full Screen This expands the dashboard to fill the entire screen. This is good for use in presentations. Click the "Esc" button on your keyboard to leave full screen mode.
- 2. These tabs allow quick navigation between the Hospital Map, Hospital Profile, Hospital Comparison, SSI Comparison, Statewide Profile, County Profile, and Resources dashboards.
- 3. The dropdown menus allow you to filter by locations and infection types. All dropdown

menus interact with each other, so a selection in one dropdown menu will determine the selections available in other dropdown menus. For instance, if "San Francisco" is selected in the "Select by County" dropdown menu, then only hospitals located in San Francisco County will appear in the "Select by Hospital" dropdown menu.

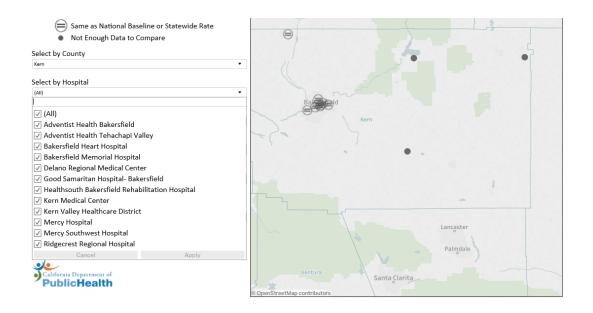
Individual dropdown menus can be reset, and the selection settings can be adjusted.



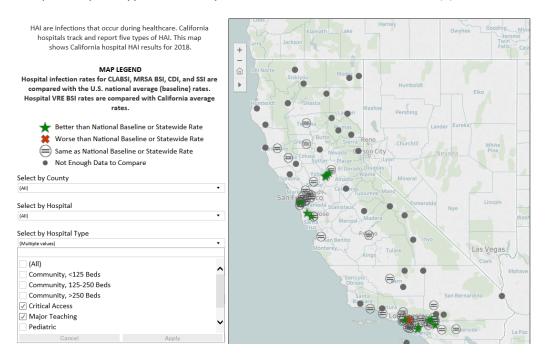
a. Select by County – This filter allows you to choose a specific county. By default, all counties are selected. You can search for a county by typing its name (or any part of its name) in the dropdown menu's search bar. For example, if I start typing "san", it shows me a list of all counties with "san" in their name. Please note that you can select multiple counties - the map will zoom based on the selection(s).



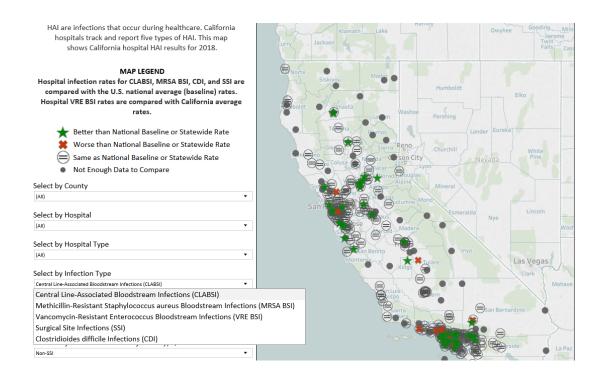
b. Select by Hospital – This filter allows you to choose a specific hospital. By default, all hospitals are selected. You can search for a hospital by typing its name (or any part of its name) in the dropdown menu's search bar. If a county is selected, then the hospital list will be narrowed down to the hospitals in that county. In this example we have chosen Kern County. Notice that the map zooms in on Kern County, and the Hospital list updates to only show hospitals in that County. Please note that you can select multiple hospitals - the map will zoom based on the selection(s).



c. Select by Hospital Type – This filter allows you to choose a specific hospital type. By default, all hospitals types are selected. If a hospital type is selected, then other dropdown menus will adjust accordingly. For example, Long-Term Acute Care hospitals will limit infection types to Non-SSI because this hospital type does not have SSI data. In this example Critical Access and Major teaching hospital types are selected, so only those types of hospitals will appear on the map. Please note that you can select multiple hospital types - the map will zoom based on the selection(s).



d. Select by Infection Type – This filter allows you to choose a specific infection type. By default, no infection type is selected. Only one infection type can be selected at a time. If an infection type is selected, then other dropdown menus will adjust accordingly. The example below shows all CLABSI data on the map when no selections in other filters have been made.



Please note that if SSI is selected as the infection type and you want to view data for another infection type, the "For SSI, select Adult or Pediatric" and the "For SSI, select by Procedure Type" dropdown menus need to be reset before selecting another infection type.



e. For SSI, select Adult or Pediatric – This filter allows you to choose between Adult and Pediatric SSI data if the SSI Infection Type is selected. By default, no age group is selected – if no selection is made in this dropdown menu then data for both age groups will populate the map, and the symbols won't be distinguishable. If an age group is selected, then other dropdown menus will adjust accordingly. For example, the selection of "Adult" will show the procedure types performed on this age group. **Please note that SSI needs to be selected as the Infection Type before using this dropdown menu.** 

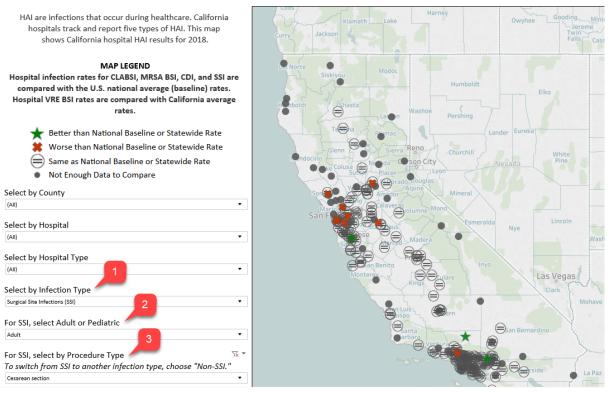
This example shows how the SSI filters are affected when MRSA BSI is selected as the Infection Type instead of the SSI Infection Type.



Please note that if SSI is selected as the infection type and you want to view data for another infection type, the "For SSI, select Adult or Pediatric" and the "For SSI, select by Procedure Type" dropdown menus need to be reset <u>before</u> selecting another infection type.



f. For SSI, select by Procedure Type - This filter allows you to select a specific surgical procedure if the SSI Infection Type is selected. By default, no procedure is selected – if no selection is made in this dropdown menu then data for all procedures will populate the map, and the symbols won't be distinguishable. Please note that SSI needs to be selected as the Infection Type and an age group needs to be selected before using this dropdown menu.



Please note that if SSI is selected as the infection type and you want to view data for another infection type, the "For SSI, select Adult or Pediatric" and the "For SSI, select by Procedure Type" dropdown menus need to be reset <u>before</u> selecting another infection type.

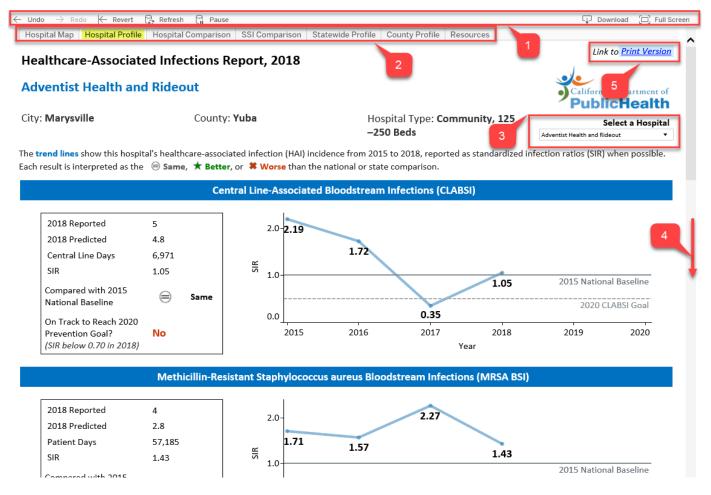


4. The map itself can be interacted with. Hover over the map to view the Map Control tools.



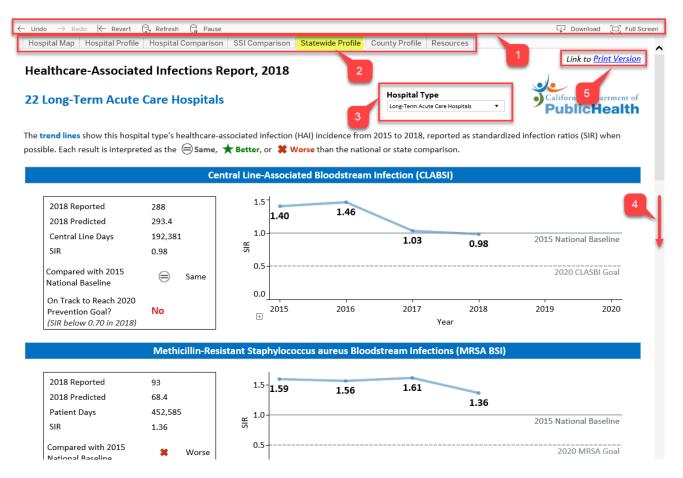
- a. Click the magnifying glass and type in the search bar to search for a specific geographic location, such as City or County name.
- b. The "+" and "-" symbols allow you to zoom in and out, respectively
- c. Click the Home icon to reset the map to the default zoom level
- d. Hover over the right-pointing arrow to see additional map controls. The default setting is the icon with overlapping arrows which allows you to click and drag to move the map. The other options give different ways of clicking and dragging to select data points on the map.

## **Using the Hospital Profiles**



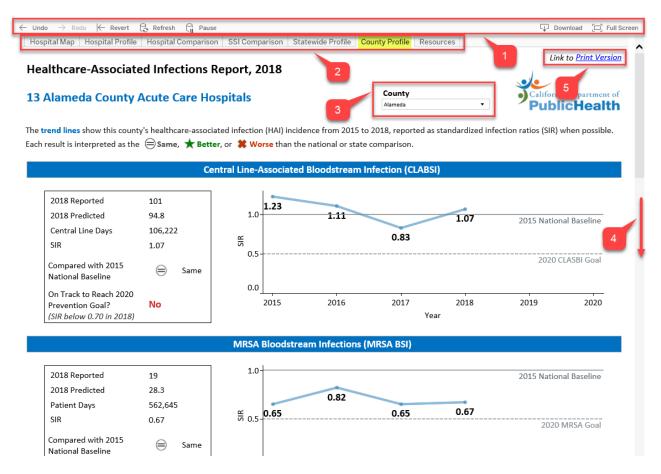
- 1. The toolbar provides various options you can control
  - a. Undo, Redo Undo or Redo an action, such as modifying a filter setting.
  - b. Revert Allows you to completely undo all filter selections and "revert" to the original dashboard settings. Use this if you have made multiple filter selections and want to return to a clean slate.
  - c. Refresh, Pause, and Download these buttons are not applicable to the Hospital Profile and can be ignored.
  - d. Full Screen This expands the dashboard to fill the entire screen. This is good for use in presentations. Click the "Esc" button on your keyboard to leave full screen mode.
- 2. These tabs allow quick navigation between the Hospital Map, Hospital Profile, Hospital Comparison, SSI Comparison, Statewide Profile, County Profile, and Resources dashboards.
- 3. Select a Hospital filter Click the drop-down menu to select a specific hospital and view its profile. The search bar updates the list dynamically as you type.
- 4. Make sure to scroll down to see all the information!
- 5. Please see instructions on how to print Hospital Profiles on page 1.

## **Using the Statewide Profiles**



- 1. The toolbar provides various options you can control
  - a. Undo, Redo Undo or Redo an action, such as modifying a filter setting.
  - b. Revert Allows you to completely undo all filter selections and "revert" to the original dashboard settings. Use this if you have made multiple filter selections and want to return to a clean slate.
  - c. Refresh, Pause, and Download these buttons are not applicable to the Statewide Profile and can be ignored.
  - d. Full Screen This expands the dashboard to fill the entire screen. This is good for use in presentations. Click the "Esc" button on your keyboard to leave full screen mode.
- 2. These tabs allow quick navigation between the Hospital Map, Hospital Profile, Hospital Comparison, SSI Comparison, Statewide Profile, County Profile, and Resources dashboards.
- 3. Hospital Type filter Click the drop-down menu to select a specific hospital type and view its profile. The search bar updates the list dynamically as you type.
- 4. Make sure to scroll down to see all the information!
- 5. Please see instructions on how to print Statewide Profiles on page 1.

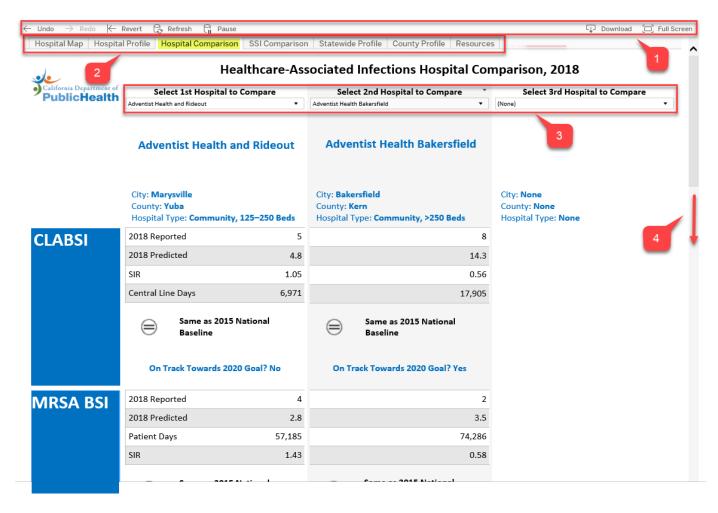
## **Using the County Profiles**



- 1. The toolbar provides various options you can control
  - a. Undo, Redo Undo or Redo an action, such as modifying a filter setting.
  - b. Revert Allows you to completely undo all filter selections and "revert" to the original dashboard settings. Use this if you have made multiple filter selections and want to return to a clean slate.
  - c. Refresh, Pause, and Download these buttons are not applicable to the County Profile and can be ignored.
  - d. Full Screen This expands the dashboard to fill the entire screen. This is good for use in presentations. Click the "Esc" button on your keyboard to leave full screen mode.
- 2. These tabs allow quick navigation between the Hospital Map, Hospital Profile, Hospital Comparison, SSI Comparison, Statewide Profile, County Profile, and Resources dashboards.
- 3. County filter Click the drop-down menu to select a specific county and view its profile.

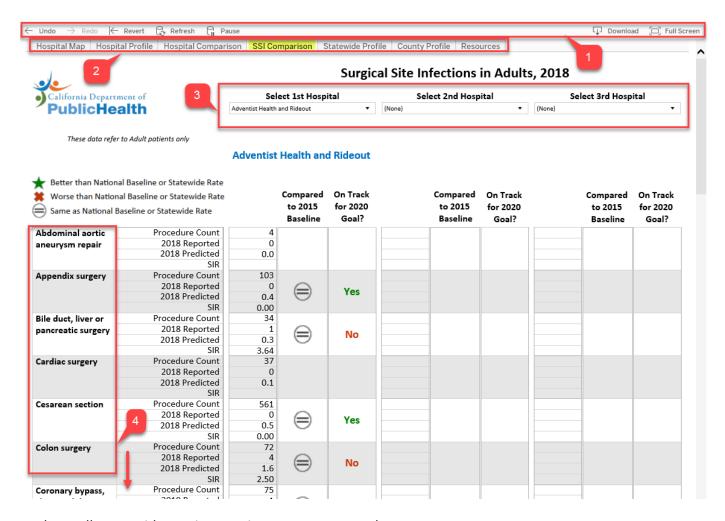
  The search bar updates the list dynamically as you type. County profiles are available for counties that have 5+ acute care hospitals, so not every county has a profile.
- 4. Make sure to scroll down to see all the information!
- 5. Please see instructions on how to print County Profiles on page 1.

#### **Using the Hospital Comparison**



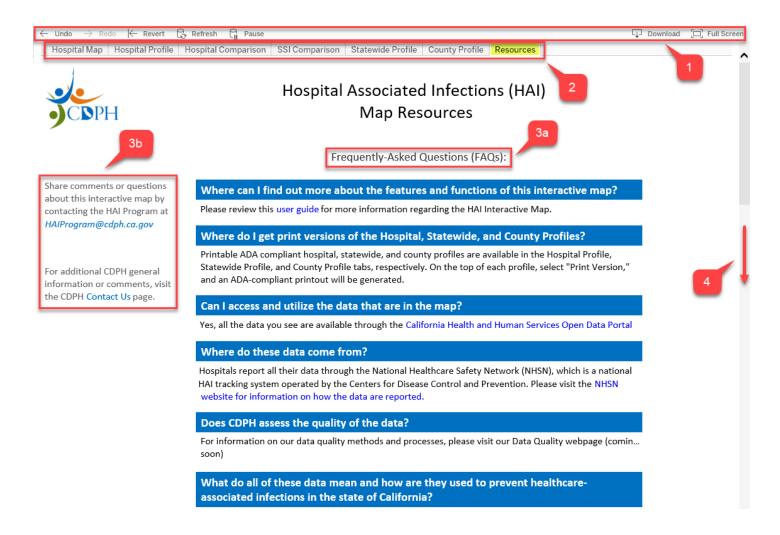
- 1. The toolbar provides various options you can control
  - a. Undo, Redo Undo or Redo an action, such as modifying a filter setting.
  - b. Revert Allows you to completely undo all filter selections and "revert" to the original dashboard settings. Use this if you have made multiple filter selections and want to return to a clean slate.
  - c. Refresh and Pause these buttons are not applicable to the Hospital Comparison and can be ignored.
  - d. Download This button allows you to print the dashboard as an image (PNG) or file (PDF).
  - e. Full Screen This expands the dashboard to fill the entire screen. This is good for use in presentations. Click the "Esc" button on your keyboard to leave full screen mode.
- 2. These tabs allow quick navigation between the Hospital Map, Hospital Profile, Hospital Comparison, SSI Comparison, and Resources dashboards.
- 3. Select 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> Hospital to Compare Use these filters to choose specific hospitals to compare against each other. The search bar updates the list dynamically as you type.
- 4. The Hospital Comparison shows comparisons for multiple HAI types so make sure to scroll down to see all the information!

#### **Using the SSI Comparison**



- 1. The toolbar provides various options you can control
  - a. Undo, Redo Undo or Redo an action, such as modifying a filter setting.
  - b. Revert Allows you to completely undo all filter selections and "revert" to the original dashboard settings. Use this if you have made multiple filter selections and want to return to a clean slate.
  - c. Refresh and Pause these buttons are not applicable to the SSI Comparison and can be ignored
  - d. Download This button allows you to print the dashboard as an image (PNG) or file (PDF).
  - e. Full Screen This expands the dashboard to fill the entire screen. This is good for use in presentations. Click the "Esc" button on your keyboard to leave full screen mode.
- 2. These tabs allow quick navigation between the Hospital Map, Hospital Profile, Hospital Comparison, SSI Comparison, Statewide Profile, County Profile, and Resources dashboards.
- 3. Select 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> Hospital to Compare Use these filters to choose specific hospitals to compare against each other. The search bar updates the list dynamically as you type.
- 4. The SSI Comparison shows comparisons for 28 procedures so make sure to scroll down to see all the information!

## **Using the Resources**



- 1. The toolbar provides various options you can control
  - a. Undo, Redo, Revert, Refresh and Pause these buttons are not applicable to the HAI Resources and can be ignored.
  - b. Download This button allows you to print the dashboard as an image (PNG) or file (PDF).
  - c. Full Screen This expands the dashboard to fill the entire screen. This is good for use in presentations. Click the "Esc" button on your keyboard to leave full screen mode.
- 2. These tabs allow quick navigation between the Hospital Map, Hospital Profile, Hospital Comparison, SSI Comparison, and Resources dashboards.
- 3. The right column contains a) a list of Frequently Asked Questions. The left column contains b) contact information.
- 4. There are several FAQs, so make sure to scroll down to see all the information!