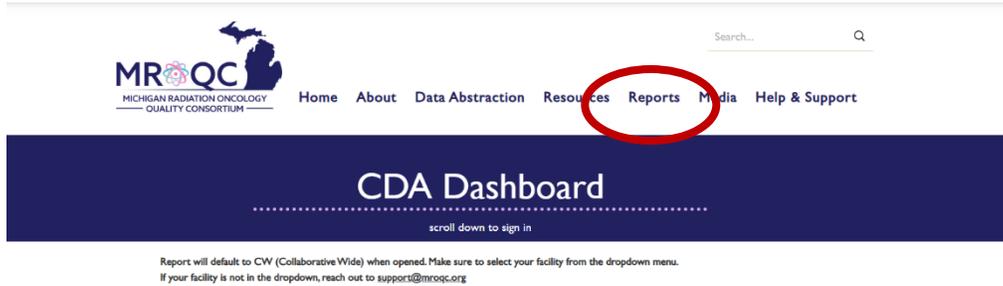


User Guide for Viewing the New CDA Dashboard on the MROQC Website

Link to access report: <https://www.mroqc.org/cda-dashboard>

The link will take you to the CDA dashboard page where you will have to scroll down to log in to PowerBI through Microsoft365



Page will appear blank, make sure to scroll down to find the sign in button



Signing in with the Correct Email: Click the link to sign in through Microsoft using your hospital affiliated email which you use to sign into the MROQC database (i.e., @umich.edu, @mclaren.org, @UMHSparrow.org etc.) Make sure you are not using @med.umich.edu or your retired emails such as @sparrow.org, @MidMichigan.org, @ascension.org

If you are asked to request access, do so and we will approve it. **If you are asked to start a free trial through PowerBI, follow the prompts to do so. You will not be required to pay anything.**



Navigating the report

CW (Collaborative Wide) will be auto selected, make sure to select your facility, you will not see data until you do so

Use the top tabs to navigate between the different projects for each page of the report

To reset the report to default view, clear the search bar by clicking on the eraser after searching for an MROQC ID

The screenshot shows the MROQC report interface. At the top, there are three tabs: "Breast Missing Forms", "Lung Missing Forms", and "Bone Mets Missing Forms". Below these is the main title "BREAST CLINICAL MISSING FORMS" and the date "Data as of 02/12/2025". On the left side, there is a sidebar with several sections: "Select Your Facility Here" (with "CW" selected), "Missing Forms", "Data Checker", "CDA Measure", and "Missing Rate". The main content area is divided into two sections: "BASELINE FORMS" and "ANNUAL FORMS (B13 and B14)". The "BASELINE FORMS" section includes a "Treatment Start Date" slider (set from 1/1/2020 to 12/30/2025), a search bar for "ENTER MROQC ID TO SEARCH", and a table with columns for "MROQC ID", "Enrollment Date", "Treatment Start Date", "Treatment End Date", "Patient refused Surveys", and various follow-up periods (B1, B3, B4 2week, B4 3month, B5, B6, B7, B9, B10 2week, B10 3month). The "ANNUAL FORMS" section includes a table with columns for "MROQC ID", "Enrollment Date", "Treatment Start Date", "Treatment End Date", "Patient refused Surveys", "B13", and "B14".

Use the side tabs to navigate between pages of the report

Use the slider or manually enter dates to filter by start date

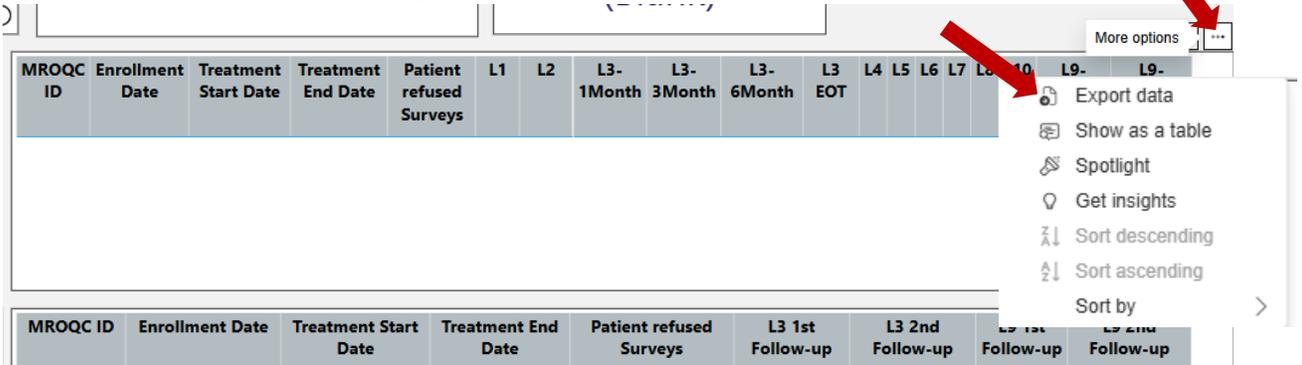
Look to the notes section to the left of each report to see specifics for that report

Click on any column name to sort data by that column.

How to Export Reports to Excel

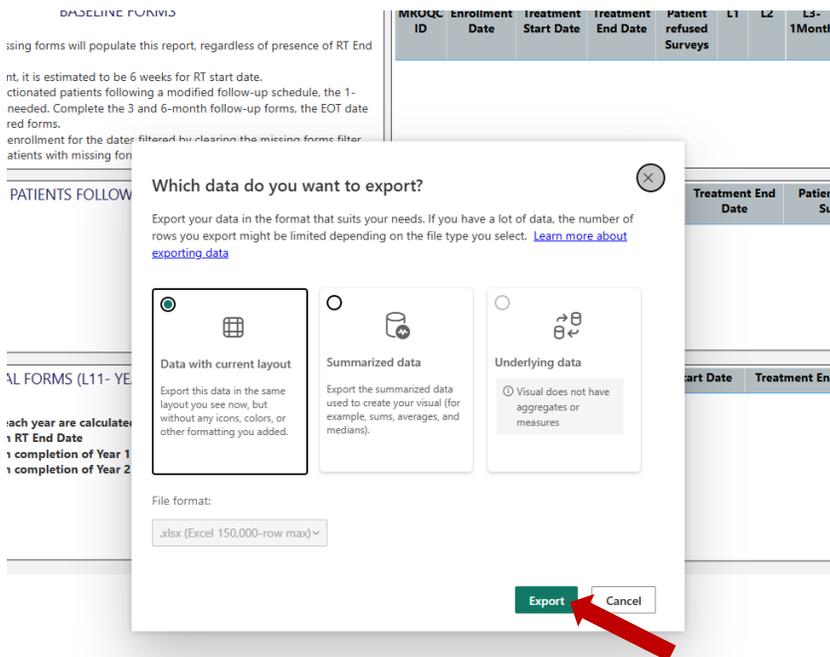
Due to the complexity of the CDA Dashboard, exporting to pdf is not feasible. However, each individual table can be exported to excel so that you can work through your cases.

1. Hover over the table you want to export to reveal the “More options [...]” button at the top right of the table. Click the more options and then Export Data



The screenshot shows a data table with columns: MROQC ID, Enrollment Date, Treatment Start Date, Treatment End Date, Patient refused Surveys, L1, L2, L3-1Month, L3-3Month, L3-6Month, L3 EOT, L4, L5, L6, L7, L8, L9, L9-. A 'More options' button is located at the top right of the table. A dropdown menu is open, showing options: Export data, Show as a table, Spotlight, Get insights, Sort descending, Sort ascending, and Sort by. Red arrows point to the 'More options' button and the 'Export data' option.

2. Choose “Data with current layout” and then export your data to your local computer



The screenshot shows a dialog box titled "Which data do you want to export?". It contains three options: "Data with current layout" (selected), "Summarized data", and "Underlying data". Below the options is a "File format:" dropdown menu set to ".xlsx (Excel 150,000-row max)". At the bottom are "Export" and "Cancel" buttons. A red arrow points to the "Export" button.

Reports will be live between the hours of 7am and 7pm.

We truly value your feedback as we continue to roll out these new versions of reports. We invite you to share your thoughts and suggestions [here](#). Should you have any questions or further comments, please do not hesitate to contact us at support@mroqc.org.