

# Home Clinic Reporting Overview

There are two types of reports available to registered Home Clinics: operational and analytic. The intended purpose of each report and its general content, as well as information regarding report availability (i.e. publication frequency) is described below. Home Clinic reports are accessible to authorized users within the Home Clinic Portal. Reports may be viewed online, printed and/or exported.

## Operational Reports

### Home Clinic Provider – Detail

This report provides information about the providers currently associated with the Home Clinic, and enables the Home Clinic to ensure accuracy of the information. If the information is out-of-date, Home Clinics should update the information at their earliest opportunity. Each provider is listed within the report details, which include provider name, provider identifier (e.g. billing identifier or other), and date associated with the Home Clinic. Contents of the report will be sorted alphabetically based on provider last name.

*Availability:* Monthly

### Home Clinic Client Enrolment – Summary

This report provides a count of the Home Clinic's enrolled patients, and enables the Home Clinic to verify the number of enrolled clients currently recorded in the provincial enrolment system. The report includes only clients currently enrolled with the Home Clinic. The report also provides a count of the total enrolled clients by enrolment method (i.e. Passive or Active), and indicates that count as a per cent of the total clients enrolled.

*Availability:* Monthly

### Enrolled Clients Associated/Not Associated to a MRP - Summary

This report provides a count of the enrolled clients who are associated to a Most Responsible Provider currently associated with the Home Clinic, as well as a count for enrolled clients that do not currently have a Most Responsible Provider association. This enables the Home Clinic to monitor the total number of enrolled clients associated to each MRP. Equally important, the report highlights the number of patients without this critical patient-provider relationship.

*Availability:* Monthly

## Enrolled Clients Not Associated to a MRP – Detail

This report provides details regarding enrolled clients not currently associated to a Most Responsible Provider. Details include Client Identifier (e.g. Personal Health Identification Number or PHIN), client name, date of birth and administrative sex. Report detail enables the Home Clinic to look up each client in the EMR and determine client need (e.g. complex patient who requires close monitoring).

*Availability:* Monthly

## Home Clinic Enrolment Rejections by Provider – Detail

This report lists enrolment records submitted by the Home Clinic that were rejected by the provincial enrolment system. It helps the Home Clinic with enrolment remediation activities such as identifying and investigating enrolment rejections. Grouped by provider, report details include Client Identifier (e.g. Personal Health Identification Number [PHIN]), client name, date of birth, administrative sex and rejection reason.

*Availability:* Weekly

## Client Auto De-enrolment– Summary

This report provides a count of previously enrolled clients who were automatically de-enrolled from your Home Clinic. These de-enrolments can result from a passive enrolment conflict, an active enrolment that supersedes a passive one or a more recent active enrolment with another Home Clinic. This report enables the Home Clinic to monitor the total number of de-enrolments that require remediation.

*Availability:* Weekly

## Client Auto De-enrolment by MRP – Detail

This report lists the clients who were automatically de-enrolled from your Home Clinic. These de-enrolments result from a passive enrolment conflict, an active that supersedes a passive enrolment or more recent active enrolment with another Home Clinic. Report details include Client Identifier (e.g. Personal Health Identification Number or PHIN), patient name, date of birth and administrative sex. This report ensures the Home Clinic is aware of de-enrolments that require remediation or the client's decision to enrol elsewhere. The report supports efforts to maintain accurate enrolment data in its EMR.

*Availability:* Weekly

## Pending Active Client Enrolment – Summary

This report identifies the number of clients for whom there is an enrolment conflict between Home Clinics (e.g. multiple Home Clinics passively enrolled the same clients), and groups that count by duration outstanding (e.g. 0-30 days, 31-60 days, etc.). This report ensures the Home Clinic is aware of the number of de-enrolments that require remediation.

*Availability:* Weekly

## Pending Active Client Enrolment – Details

This report identifies the clients whose enrolment with the Home Clinic is pending due to an enrolment conflict between Home Clinics (e.g. multiple Home Clinics passively enrolled the same patient). Report details include Client Identifier (e.g. Personal Health Identification Number or PHIN), client name, date of birth and administrative sex, as well as the pending duration (e.g. 0-30 days, 31-60 days, etc.). This report supports the Home Clinic's efforts to resolve enrolment conflicts through direct communication with the patient.

*Availability:* Weekly

*The list of operational reports available to Home Clinics is expected to expand over time.  
Stay tuned for more information.*

## Analytic Reports

Home Clinics receive analytic reports produced by Manitoba Health, Seniors and Active Living. The analytic reports integrate Home Clinic and enrolment data with data from other sources (e.g. medical claims, Primary Care Data Extract) to provide Home Clinics with more robust reporting.

### Primary Care Report for Home Clinics

This report provides detailed statistics related to each individual Home Clinic and its associated main Primary Care Providers. It features data for enrolment, Home Clinic visit activity, Primary Care Quality Indicators (PCQIs), as well as an overview of provincial primary care targets and achievements. The primary goal of this report is to help Home Clinics know and understand their data to inform clinical practice and continuous quality improvement activities. This report will be enhanced with new data over time.

*Availability:* Quarterly