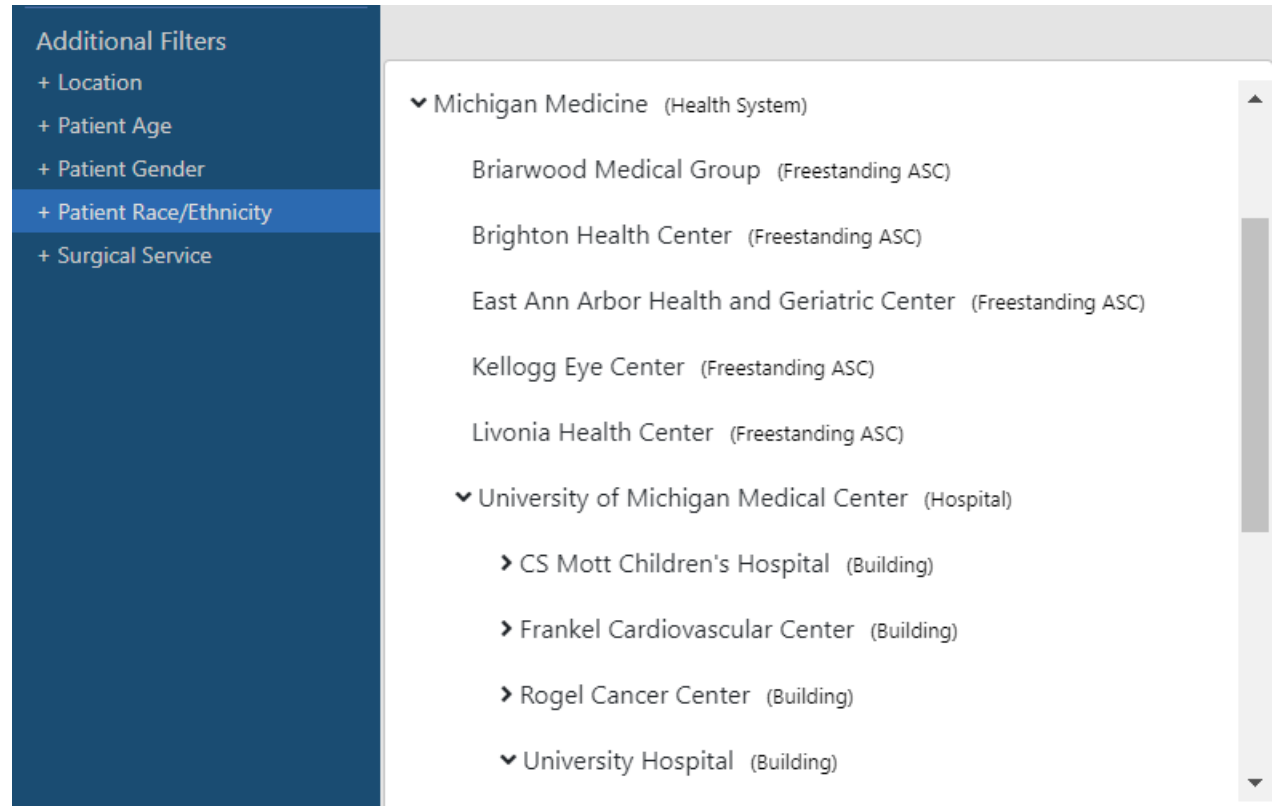# Getting Started:
Location Mapping

Location Mapping

- Allows sites to establish a hierarchy of facilities and procedure room locations as they exist within a given hospital and/or health system

- Hierarchy is used to filter data by anesthetizing locations

- Provides the opportunity to filter and group locations that may have similar case types, though not physically located in the same building.

- Location Mapping should be completed prior to starting Case Validations and can be completed simultaneously with Variable Mapping.
  - Multiple MPOG tools rely on Location Mapping:
    - Case Validation asks what room the procedure was done in
    - Data Diagnostics allows the cases to be sorted by location to drill down on any out-of-range scores
    - Case Viewer allows users to search for procedures according to location

Location Mapping

- Example for use: a site may have several outpatient surgery centers and would want to "group" the data from these locations to examine performance at outpatient facilities.

- Mapping of locations is usually completed when a site initially joins MPOG but should be maintained as new rooms are added (see slides 20-25)

Tier Definitions

Michigan Medicine
(Health System)
- Briarwood Medical Group (Freestanding ASC)
- Brighton Health Center (Freestanding ASC)
- East Ann Arbor Health and Geriatrics Center (Freestanding ASC)
- Kellogg Eye Center (Freestanding ASC)
- Livonia Health Center (Freestanding ASC)
- University of Michigan Medical Center (Hospital)
  - C. S. Mott Children's Hospital (Building)
  - Comprehensive Cancer Center ORs (Floor)
  - Frankel Cardiovascular Center (Building)
  - University Hospital (Building)
  - Von Voigtlander Women's Hospital (Floor)

- Health System is determined by the American Hospital Association website

- Region is an optional tier and is defined by the Health System (specifically for systems that cross multiple states)

- Hospital Name is also determined by using the American Hospital Association website

- Freestanding ASCs will be on the same tier as Hospitals

  – Freestanding ASCs have a different address than the hospital and are not on the same campus

- Attached ASCs are on the tier below Hospital and include ASCs that are either in the same building or on the same campus as the hospital

Tier Definitions

- <u>Building</u> is another optional level, used for Subsidiary Hospitals. Subsidiary Hospitals do not have their own bed size listed on the <u>American Hospital Association</u> website.

- <u>Unit/Floor</u> is used for either a Unit, Floor, Tower, Pavilion, Department, etc., and is determined by the hospital.

- <u>Rooms</u> are determined by extract and cannot be changed or updated by user

  - Epic Sites: Unspecified Room should be assigned to the highest tier (Health System or Hospital)

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OUTCOMES GROUP

Location Mapping: Initial Setup

Access 'Location Mapping' on the MPOG Suite

Health System

- Click the 'Add Location' button at the bottom and enter the name of your Health System as listed on the [AHA website](). The MPOG Clinical Informatics Specialist will help you with this step.

- If your institution does not have a Health System name, skip to the next slide

Regions

- Click on the Health System to highlight it blue and choose 'Add Location'. Fill out any Regions that your institution uses.
    - For example, East/West, Michigan/Ohio, etc.

- If your institution does not group by region, skip to the next slide

Hospitals/Freestanding ASCs

- Click on the Region name to highlight it blue, and choose 'Add Location'
  - If you do not have any regions, click on the Health System to highlight it blue, and choose 'Add Location'
- Add all Hospitals and Freestanding ASCs associated with the Region or the Health System that are participating in MPOG

Hospital

Freestanding ASC

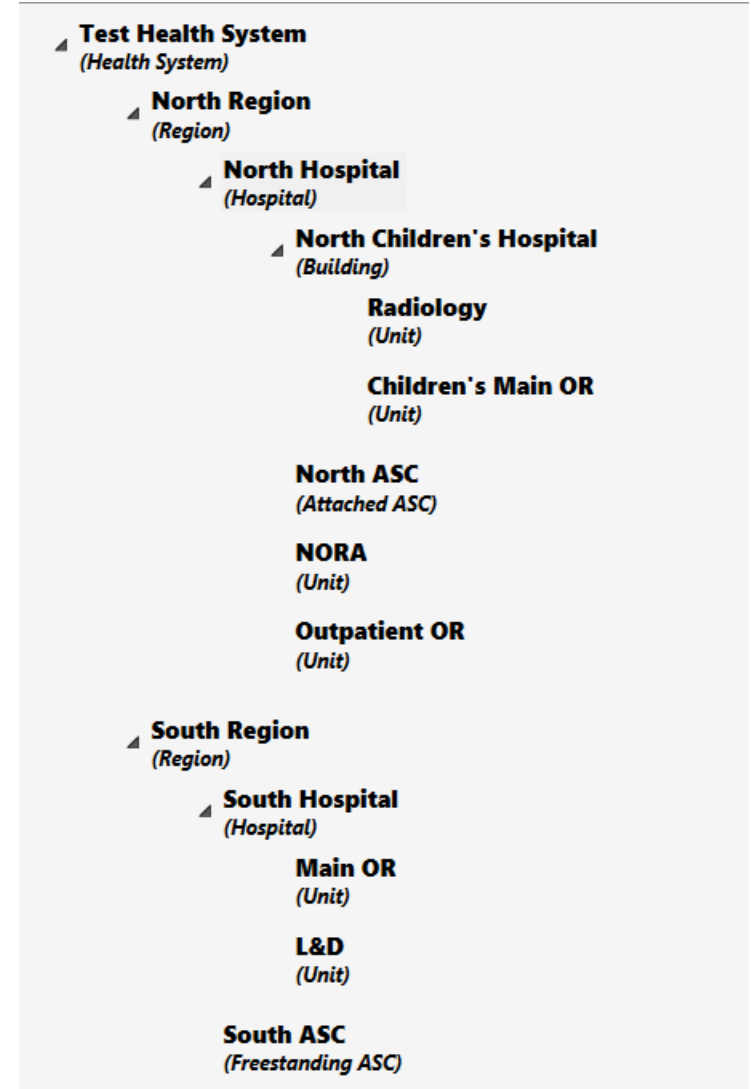# Buildings and Attached Ambulatory Surgery Centers (ASCs)

- Next, click on each hospital to highlight them blue, and click 'Add Location.'

- If you have subsidiary hospitals listed on the AHA website, list them here and label as Buildings.

- If your hospital has any attached ASCs, add them here.

- You can also add other buildings associated with each hospital.

- Repeat this step for each hospital.

Unit/Floor

- Click on the Hospital name and choose 'Add Location.'

- List the units as they exist within each hospital. For example, Main OR, Radiology, Interventional Radiology, Cath Lab, L&D, NORA (for other Non-OR anesthesia cases, i.e., ICU, bedside, ED, etc.).

- Repeat this step for each hospital, building, and ASC.

Test Health System
(Health System)
  North Region
  (Region)
    North Hospital
    (Hospital)
      North Children's Hospital
      (Building)
        Radiology
        (Unit)
        Children's Main OR
        (Unit)
      North ASC
      (Attached ASC)
      NORA
      (Unit)
      Outpatient OR
      (Unit)
  South Region
  (Region)
    South Hospital
    (Hospital)
      Main OR
      (Unit)
      L&D
      (Unit)
      South ASC
      (Freestanding ASC)

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Location Mapping: Rooms

Click on the site in the middle of the screen that you would like to assign operating rooms. In this example, 'East 1 ASC' is selected.

*Room names will not be in bold font and cannot be added or changed by the user.

*All room names are determined by the extract.

*Any new rooms will automatically be added to the Unmapped Rooms section as cases associated with those rooms are extracted into the local MPOG database.
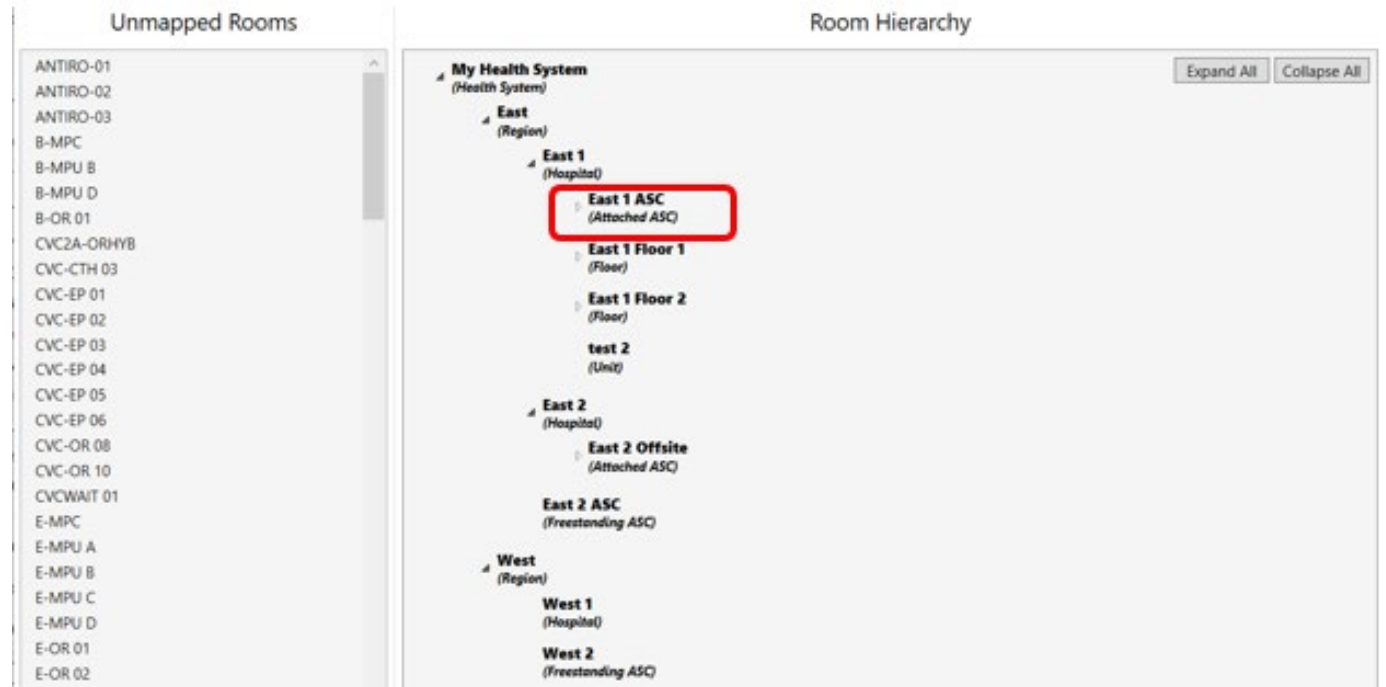
Select operating rooms from the left side of the screen. You can map one room at a time by clicking on the room name and dragging it to the appropriate location. It is also possible to select a group of rooms by holding the 'shift' key and selecting all rooms applicable.

Rooms can also be moved to a different location after they have been mapped. You can either click and drag the room to the appropriate location, or you can copy and paste.

Contact: support@mpog.zendesk.com

Now select the "Map to East 1 ASC' button in the bottom left corner. All of the selected anesthetizing locations will move under the East 1 ASC title in the middle portion of the display box.

Continue mapping all unmapped rooms from the left column to the appropriate locations in the middle 'Room Hierarchy' column.

Epic Sites: 'Unspecified Room' should be mapped to the highest tier (Health System or Hospital) as the 'unspecified room' designation is typically used across a variety of sites within the organization.
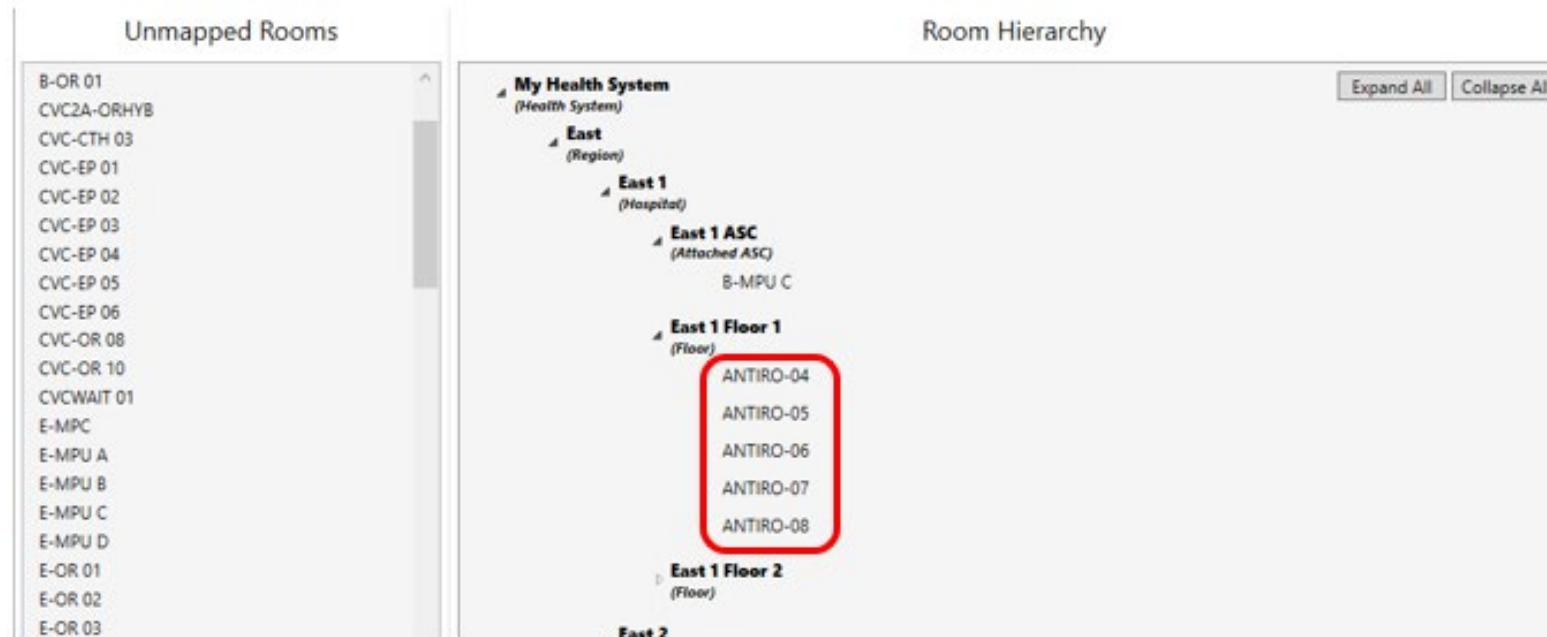
Location Mapping: Location Tags

Each room can now be 'tagged' to indicate the type of room or type of procedures performed in each OR/procedure area. Select a room from the 'Room Hierarchy' list.

While the room is highlighted, click the appropriate 'location tags' from the right side of the display box to designate what procedures occur in the selected room. You can select multiple tags for each room.

In the example below, the tag of '*Facility type- Acute care hospital*' is applied to the ANTIRO-04 room. Use Ctrl + Shift to select multiple rooms at a time

You can also assign tags to 'parent' locations. All 'child' locations listed under the 'parent' inherit the parent tag(s). When the 'child' location is selected, tags attributed through the 'parent' will appear greyed out. This can only be changed by changing the 'parent' location tag. You can add additional tags to the 'child' locations that do not apply to the 'parent' location.

Additional Tools

Update Locations, Update Tier labels, Add Locations, Export Mapping, and Location Mapping Tips

Contact: support@mpog.zendesk.com

Updating Locations

Access 'Location Mapping' on the MPOG Suite

Updating Tier labels

- If a tier label is missing or incorrect, click on the location and then on 'Update Location'

- A text box will pop up that will allow you to change the name of the location and the tier label, based on what tier it is currently on
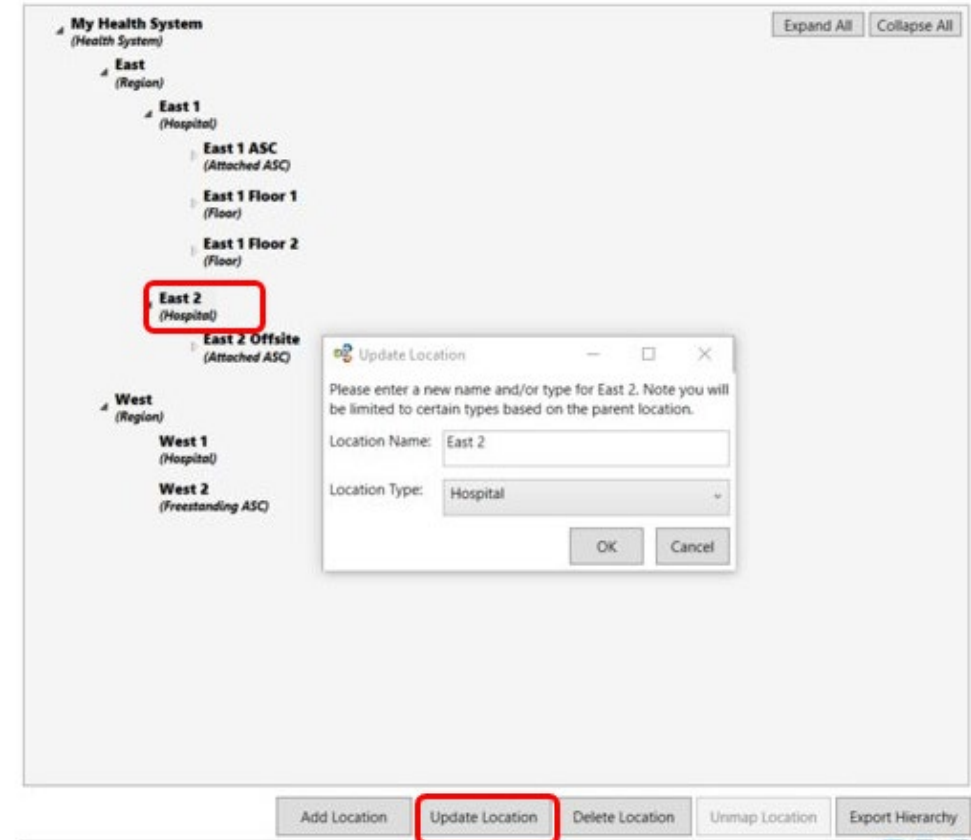
Adding New Locations
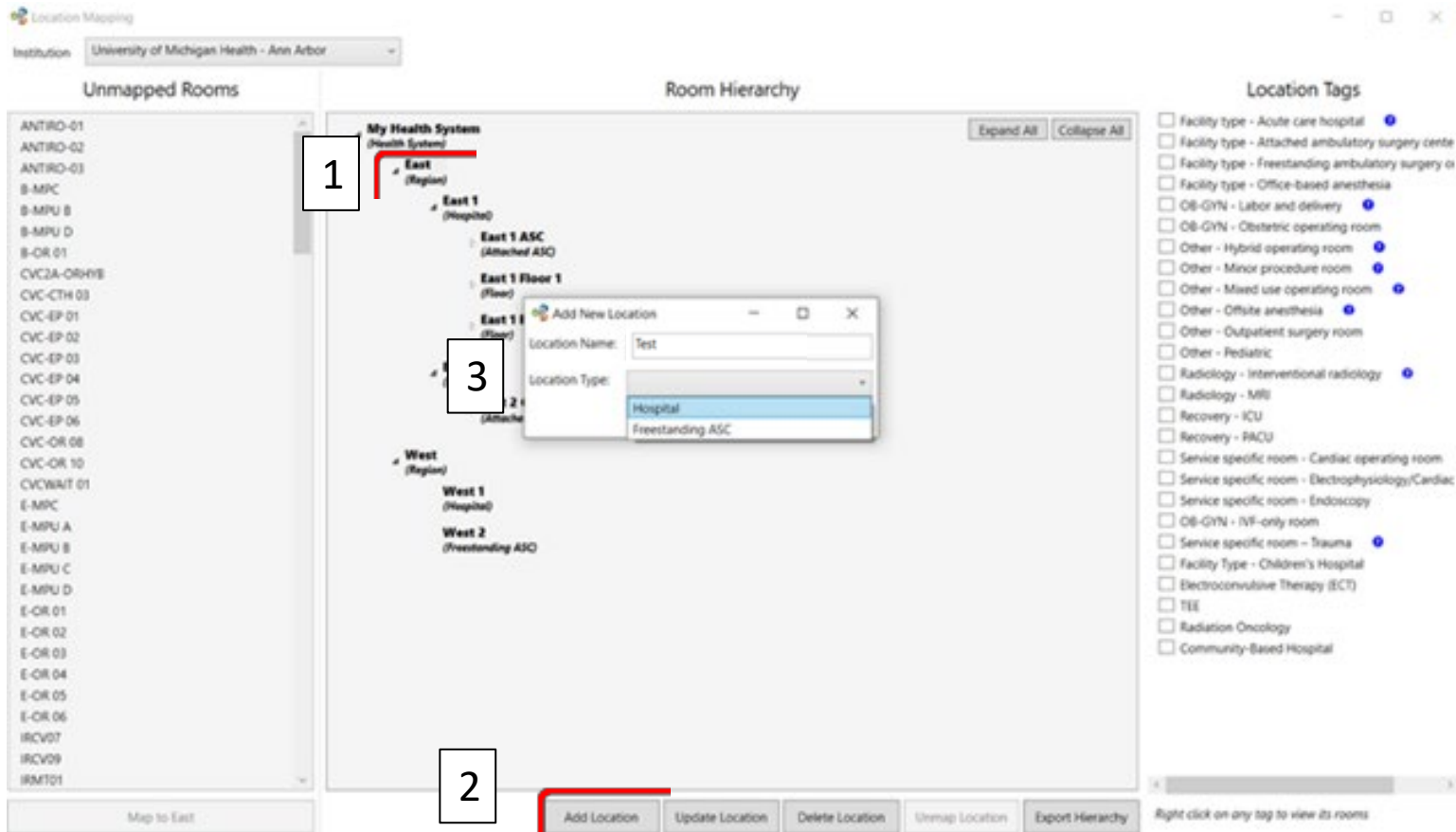
1. Click on a location that is on the tier level above the location that you are adding.

2. Click 'Add Location'

3. Enter the name and type of location in the pop-up box

*You can add new locations for Region, Hospital, Site, and Unit/Floor only. You cannot add a new Room name.

The new location will populate the middle portion of the display box on the chosen tier.
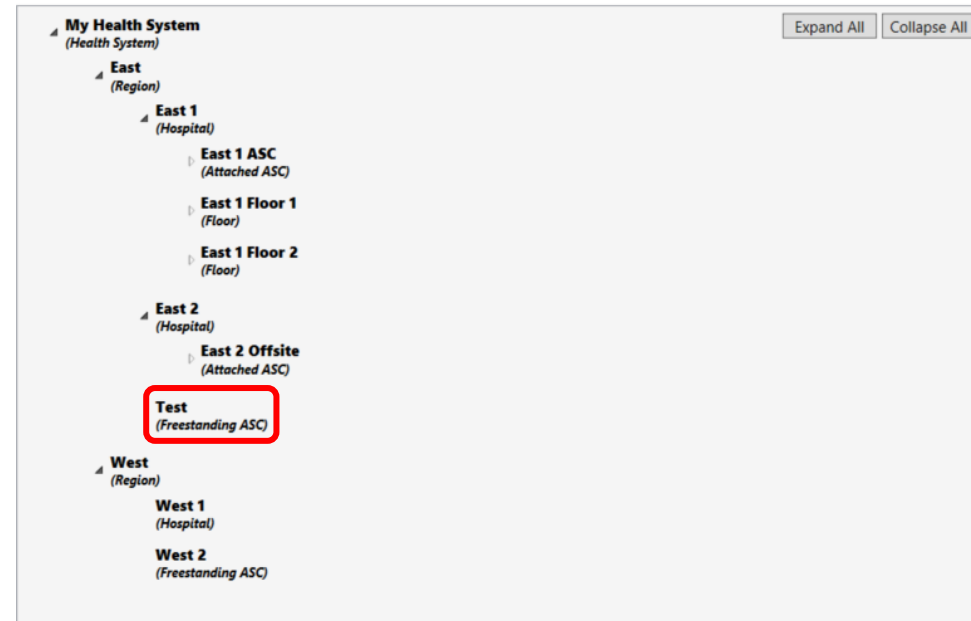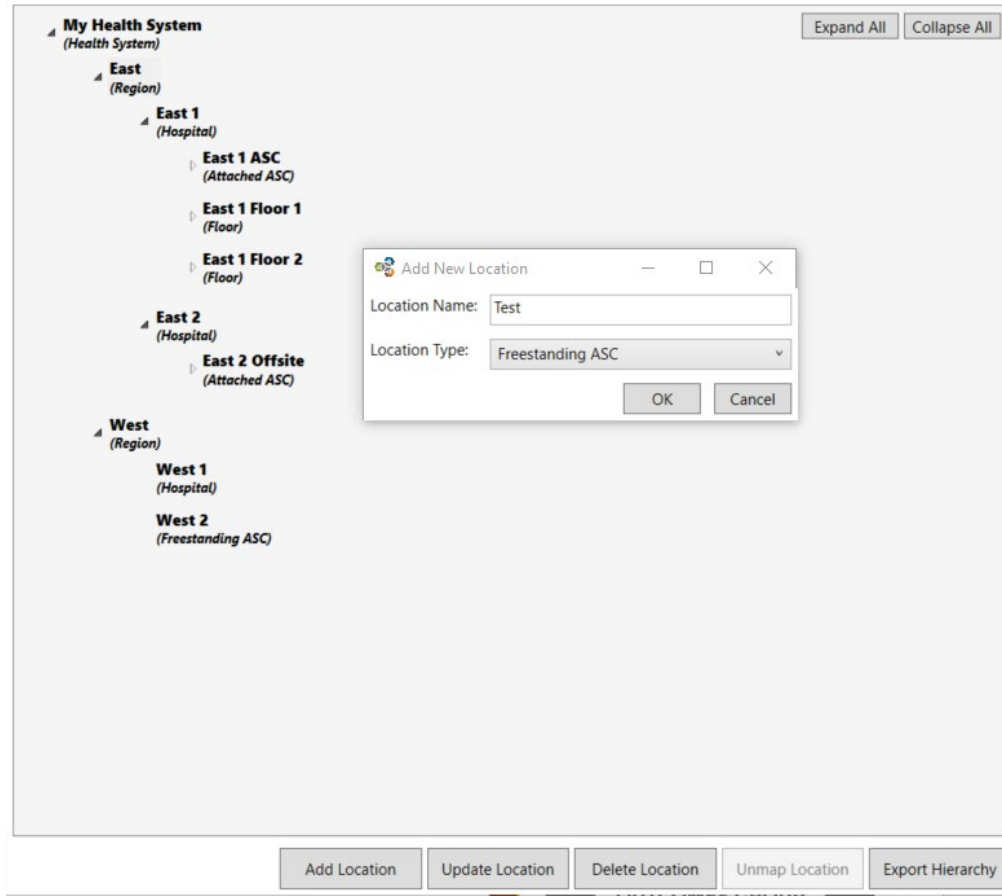
If a location was added to the incorrect tier, you can 'click and drag' to move it to the correct location.

For Example, East 2 ASC was added as a Freestanding ASC, but should be attached.

Click on East 2 ASC and drag it to East 2
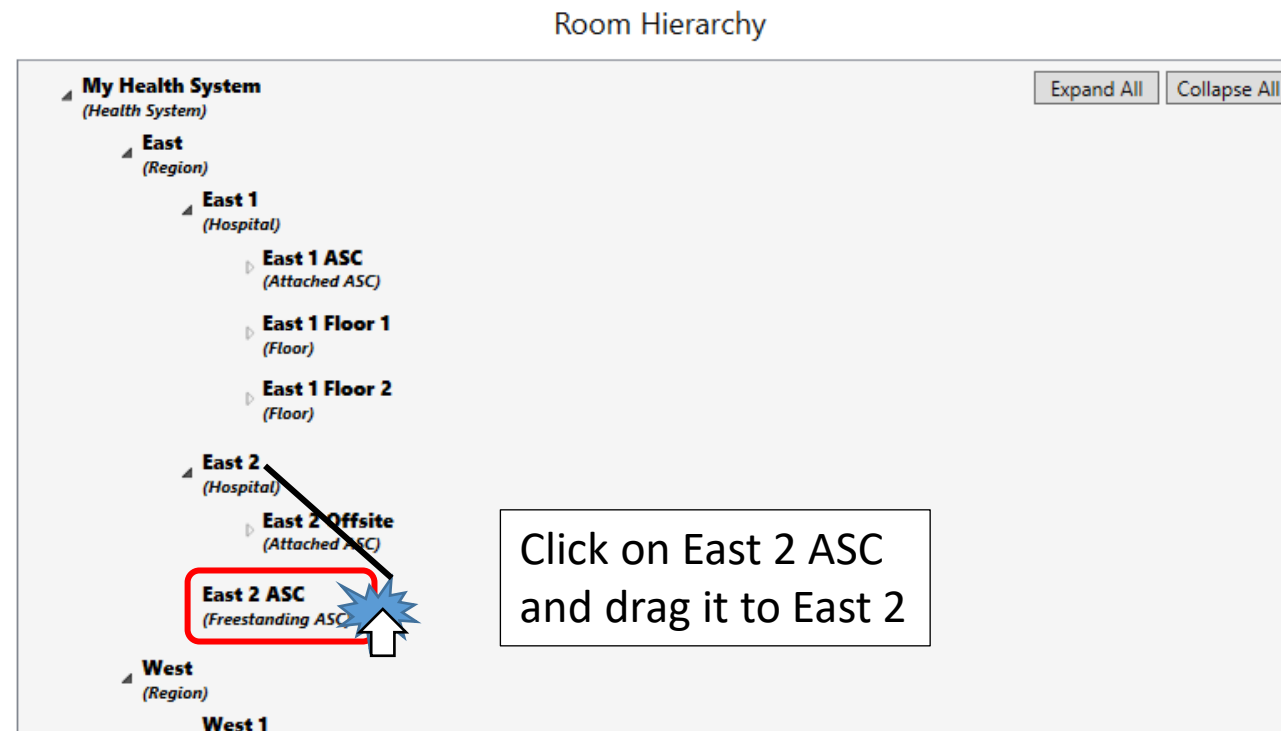
Clicking on 'East 2 ASC' and dragging it over the 'East 2' title will indent the secondary site to be listed under the primary

When moving locations to different tiers, you will also need to click on 'Update Location' to update the location type.
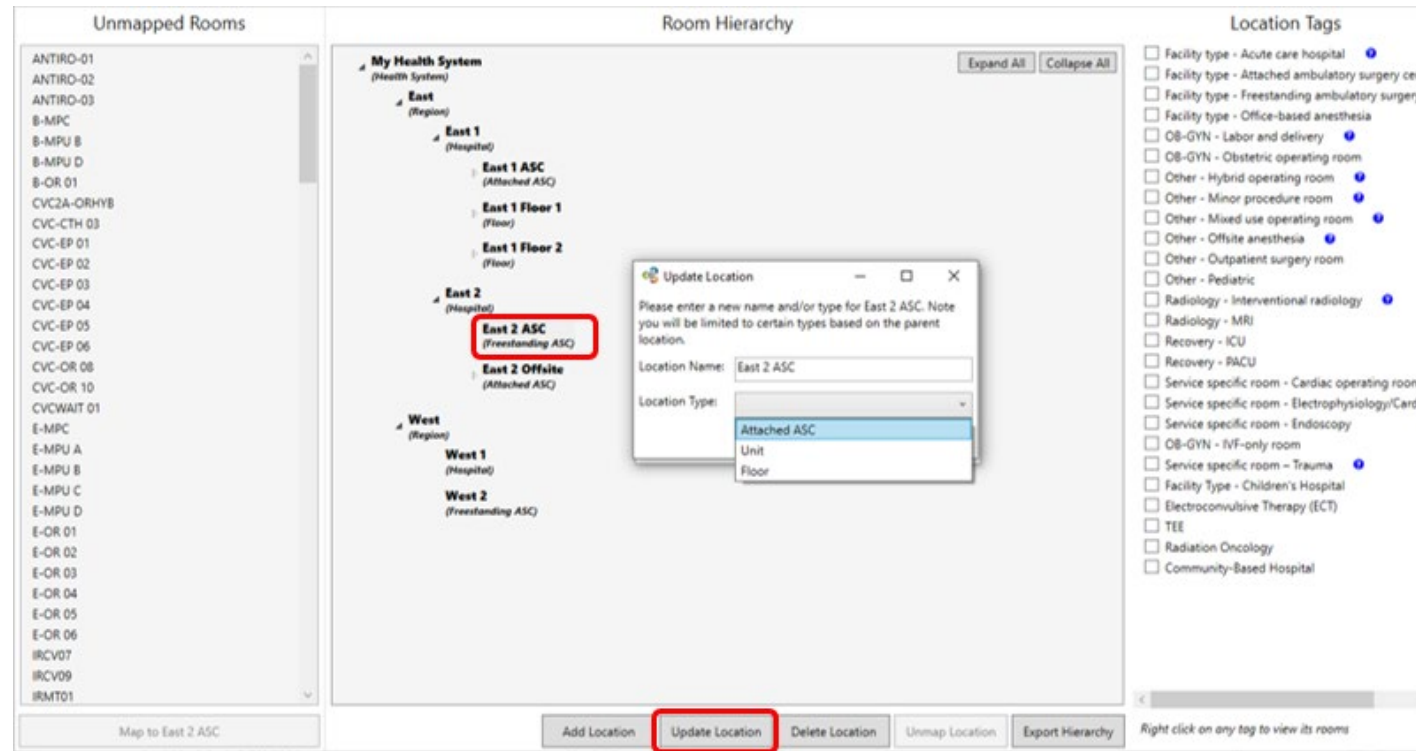
*See slides 13-19 for instructions on how to map rooms and add tags.

Export Location Mapping
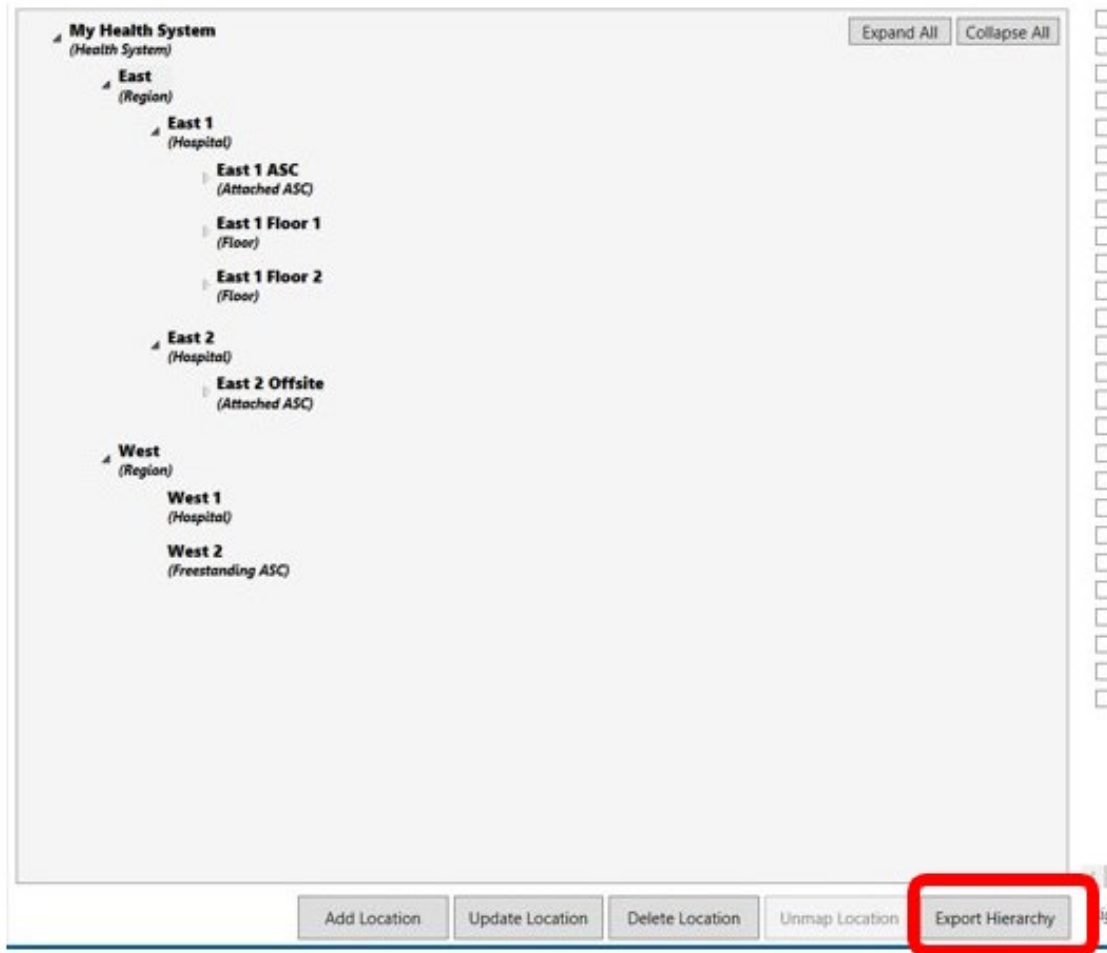
- At times, the MPOG Coordinating Center may ask you to export your current location mapping for review.

- Clicking on the 'Export Hierarchy' button will save your current mappings as an excel file. Save this file to your computer and attach it as an email. There is no PHI in this file, so it is safe to send via email.

Location Mapping Tips

- Right click on any Location Tag to see rooms assigned to the tag.

- Continue assigning the proper location tags for all rooms in the room hierarchy. There is no need to save any changes to room locations or tags. **Any changes made are automatically saved**.

- To update the location mappings, the MPOG/ASPIRE programmer for your site will need to run the following script: EXEC Locations_UpdateCaseLocations. **It is recommended that this script be programmed to run automatically** on a schedule basis before diagnostics to capture any mapping changes that may occur in the future.

- <u>Note:</u> It is possible to add, rename, delete, or unmap locations as necessary using the buttons at the bottom of the display box. However, if an operating room or location is no longer in use, it is best to leave mapped as historical data will still rely upon this hierarchy.

- If you want to update the filter options in the dashboard, you adjust your location mapping and re-upload at least one case to Central. The new location hierarchy will be updated in the dashboard the Monday after you transferred to Central.