SDPI Outcomes System (SOS)
Basics

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Objectives

1. Explain the purpose of the SOS.
2. Locate resources necessary for using the SOS.
3. Identify methods for submitting RKM data into the SOS.
4. Generate and use reports of RKM results using the SOS.
SDPI – Commonly Used Abbreviations

- ADC = Area Diabetes Consultant
- Audit = IHS Diabetes Care and Outcomes Audit
- Best Practice = SDPI Diabetes Best Practice for FY 2016
- DDTP = IHS Division of Diabetes Treatment and Prevention
- DGM = IHS Division of Grants Management
- EHR = Electronic Health Record System
- NoA = Notice of Award for your FY 2016 SDPI Grant
- PHI = Protected Health Information
- PII = Personally Identifying Information
- RKM = Required Key Measure
- SDPI = Special Diabetes Program for Indians
- SOS = SDPI Outcomes System
SDPI Best Practice Requirements: 2016-2018

- 18 different Diabetes Best Practices, each includes:
  - One Required Key Measure (RKM)
  - Target Group Guidance
  - For more information: https://www.ihs.gov/sdpi/sdpi-community-directed/diabetes-best-practices/

- For each year, select one Best Practice for your program:
  - Describe and implement proposed activities/services
  - Describe your Target Group, including the number of members
  - See your program’s Project Narrative

- Collect RKM data for your Target Group and submit via SDPI Outcomes System
  - Required: Baseline and final | Optional: Mid-year and others
  - For more information https://www.ihs.gov/sdpi/sdpi-outcomes-system-sos/
Remember!

You do not have to use all of your SDPI funds for Best Practice related activities/services; your program can implement other activities/services, as resources allow.
SDPI Diabetes Best Practices

Focused areas for improvement of diabetes prevention and treatment outcomes in communities and clinics

Best Practice Webpage for Diabetes-related Education

Diabetes-related Education

Importance
Diabetes education helps reduce the risk for developing diabetes and its complications.

Required Key Measure
Must be reported by grantees that select this Best Practice.

- **Number and percent of individuals in your Target Group who receive education on any diabetes topic**, either in a group or individual setting.
  - *Includes nutrition education, physical activity education, and any other diabetes education.*
  - **Improvement**: Increasing the number and percent of individuals in your Target Group who achieve this measure shows improvement.
  - **Timeframe**: The timeframe for collecting data on the Required Key Measure will be January 1st to December 31st.
  - **Data Collection**: For more information on data collection and reporting, see the SDPI Outcomes System (SOS)

Target Group Guidance
Select your Target Group from adults and/or youth with diabetes and/or at risk for developing diabetes.

You are required to report Required Key Measure data for one Target Group for your selected Best Practice. A Target Group is the largest number of patients/participants that your grant program can realistically serve. The following should be considered in selecting your Target Group:

1. The size and characteristics (e.g., ages, health status, settings) of the community or patient population that you are going to draw your Target Group from
2. Intensity of the activities/services you plan to do
3. SDPI funding and other resources available to provide activities/services

For information and examples on selecting a Target Group, see the SDPI Diabetes Best Practice and Target Group recorded webinar.

Resources and Tools
Below are selected resources and tools specific to this Best Practice. Additional resources that may be useful for all Best Practices can be found in the SDPI Best Practice Resources.
Target Group Guidance for Diabetes-related Education

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- **Data Collection:** For more information on data collection and reporting, see the [SDPI Outcomes System (SOS)](http://www.sdpioutcomes.org).
Selecting a Best Practice and Target Group

Key considerations:

– Primary goal is to show improvement in an area of need.
– You also have to be able to collect and submit RKM data.

Other considerations:

– What are the needs in your clinic and community?
– What resources are available?
– Is there room for improvement?
– How will you identify your Target Group members and keep track of them?
– How will you collect RKM data?
Why is submission of RKM data required? (Purpose of the SOS)

– To show the national results of SDPI activities.
  • Are improvements being made?
  • How big are the improvements?
  • How many people are receiving Best Practice related activities/services?

– To show stakeholders the good work that’s being done.
  • You can share your results with tribal leaders, community members, and others.
  • Aggregate (not individual program) RKM data will be shared with IHS leadership, Tribal leaders, and others.
Your program’s RKM data

– Will **not** be shared with anyone other than DDTP, DGM, and ADCs

– Will **not** be used to determine whether or not you will receive future SDPI funding

– Will **not** evaluate activities/services that are not related to your Best Practice
  
  • Evaluate these activities/services as described in your Application Project Narrative
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<thead>
<tr>
<th></th>
<th>Baseline</th>
<th>Mid-Year</th>
<th>Final</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Required?</strong></td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Reflects</strong></td>
<td>Starting point</td>
<td>Progress so far</td>
<td>Final results</td>
</tr>
<tr>
<td><strong>Collected</strong></td>
<td>Before starting activities/services</td>
<td>Around the middle of the budget period and/or other times</td>
<td>At the end of the budget period</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td>Could be 0% or higher</td>
<td>Generally higher than 0%</td>
<td>Up to 100% or even higher</td>
</tr>
<tr>
<td><strong>Consider</strong></td>
<td>-For education BPs 0% is often appropriate -For Clinical BPs could be &gt;0%</td>
<td></td>
<td></td>
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</tbody>
</table>
Collecting and submitting RKM data

1. Select Target Group and set up list of members
   a. Target Group members known at baseline
   b. Target Group members not known at baseline

2. Collect RKM data for Target Group members
   a. RPMS or other EHR -> Pull from WebAudit in SOS
   b. Other data source -> Enter Individual in SOS

3. Get Access to SOS (if you don’t already have it)

4. Enter Best Practice & Target Group info in the SOS

5. Submit RKM Data into the SOS.
1. Select Target Group and set up list of members
Select Target Group members

A Target Group is the largest number of patients or participants that you can realistically include in the activities or services for your selected Best Practice.

— Option 1 (preferred): Target Group members known at baseline
  • Determine Target Group members on or around your budget period start date.
  • Follow the same Target Group members through the entire budget period.
    — Don’t add members.
    — Don’t remove members, except special circumstances (e.g., death, relocation).
  • Example: Best Practice is glycemic control. Grantee identifies diabetes patients with most recent A1C>9 and selects those for whom A1C<8 is an appropriate goal.
Select Target Group members

— Option 2: Target Group members non known at baseline

• Don’t know who their Target Group members are at the beginning of the budget period.
• Will add Target Group members throughout the budget period.
• Example: Best Practice is physical activity education. Grantee is providing community-based education sessions, so they can’t identify the entire group they will serve ahead of time. They will add members as they hold sessions.
2. Collect RKM data for Target Group members
Use data from an electronic health record system (RPMS or other) for your Target Group and RKM. Basic steps:

1. Set up Target Group list in RPMS.
   a. If you **do** know who members are at the beginning of the Budget Period, add them.
   b. If you **don’t** know who members are, add them as you go along.

2. Run an Audit on your Target Group.
   a. Baseline: Jan 1-Dec 31 of previous year.
   b. Final: Jan 1-Dec 31 of budget period.

3. Upload the Audit data file into the WebAudit as an Interim Audit.

4. Submit data into SOS: Pull from WebAudit

**Possible exception:** Aggregate entry for baseline only and generally for education Best Practices
RPMS or EHR Data Considerations

– Requirements:
  • Access to RPMS (or other EHR) and/or WebAudit.
  • Ability to create registry or template of Target Group members.
  • Timely and accurate entry of data for RKM into system.
  • Ability to upload data file with Target Group members into WebAudit.

– Pros:
  • Once Target Group is set up in RPMS/other EHR, data can automatically be pulled into a data file.
  • Does not require separate entry of RKM data for each Target Group member into SOS.
  • RPMS and WebAudit tools can be used for your Target Group, including reports and graphs.

– Cons:
  • Not available if program does not have RPMS/other EHR and WebAudit access.
  • If data are not accurate or entered into RPMS/other EHR in a timely manner, RKM data will not be current or correct.
If it is not possible to use RPMS or EHR data:

1. Set up a Target Group list using Excel, other software, or paper.
   a. If you do know who members are at the beginning of the Budget Period, add them.
   b. If you don’t know who members are, add them as you go along.

2. Enter Target Group member’s individual information into SOS.

3. Enter/Submit RKM data for Target Group Members
   a. Baseline:
      i. Individual, if possible
      ii. Aggregate Entry is ok
   b. Final:
      i. Finish entry of individual data in SOS to be sure it is complete.
      ii. Submit final RKM result in the SOS using Individual Entry.
      iii. Aggregate Entry method requires a waiver.
Considerations for Other Data Sources (not RPMS or EHR)

— Requirements:
  • Local system for initial tracking of Target Group and RKM.
  • Entry of information for each Target Group member into SOS.

— Pros: Does not require access to any EHR system.

— Cons: Must keep track of Target Group members outside of SOS also – no PII can be entered.
Individual Entry into the SOS - Notes

1. Chart numbers, full dates of birth, and other identifiers cannot be entered or stored in the SOS.

2. The number assigned by the SOS is just a number. There is no way to connect it with identifying information about an individual. Your program must be able to connect information in your local file/list with the SOS, using the SOS number.

3. Since your local file/list will contain personal identifiers, be sure to store it in an appropriately secure location on your computer or network.

4. Be sure that more than one team member knows where your local file/list is stored and has access to it.
### Comparison of Sources for RKM Data

<table>
<thead>
<tr>
<th></th>
<th>RPMS/EHR</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Target Group List</strong></td>
<td>Set up a register or template (different from main DM registry)</td>
<td>Keep track locally using Excel, paper, other</td>
</tr>
<tr>
<td><strong>Target Group Members Information</strong></td>
<td>Upload and store in WebAudit</td>
<td>Enter into SOS</td>
</tr>
<tr>
<td><strong>Target Group Members RKM Data</strong></td>
<td>Upload and store in WebAudit</td>
<td>Enter into SOS</td>
</tr>
<tr>
<td><strong>Baseline RKM Result</strong></td>
<td>Two options: 1. <strong>Preferred</strong>: Upload into and Pull from WebAudit for Jan-Dec of previous year 2. Aggregate (generally only for education BPs)</td>
<td>Two options: 1. <strong>Preferred</strong>: Submit RKM result from Individual Entry 2. Aggregate (often appropriate for education BP)</td>
</tr>
<tr>
<td><strong>Final RKM Result</strong></td>
<td>Upload into and pull from WebAudit for Jan-Dec of budget period</td>
<td>Submit using Individual Entry</td>
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</table>
3. Get Access to SOS (if you don’t already have it)
About SOS Accounts and Access

– An *IHS Web Account* is required for SOS access.
  • Anyone can create an *IHS Web Account*.
  • *IHS Web Accounts* are completely separate from IHS email accounts.
  • You do **not** need to have an IHS email account to get an *IHS Web Account*.
  • *IHS Web Accounts* are directly linked to the email address provided by the user.

– More than one person from the same program can have SOS access.

– Each person who needs to use the SOS should request access using their own *IHS Web Account*.

– Users do **not** need to have access to RPMS or the WebAudit to get SOS access.
  • If users **do** have access to the WebAudit, they need to use the same *IHS Web Account* for accessing the SOS.
  • If users **do not** have access to the WebAudit, they need to request an *IHS Web Account* before they can get access to the SOS.

– See SOS website for additional information and to submit a request for access.
4. Enter Best Practice & Target Group info in the SOS
Enter Best Practice &
Target Group information into SOS

— Enter the information from your Application (Project Narrative and/or approved revisions).
  • Best Practice: **Must** be the same as your original application.
  • Number in Target Group
  • Brief description of Target Group

— Same process regardless of how you will submit RKM data into the SOS
Other Considerations

– Your program can only submit RKM data for your **one** selected Best Practice and Target Group at this time.

– RKM data can only be submitted for the Target Group as a whole; it cannot be submitted separately for sub-groups at this time.
  
  • For example, if your Best Practice is Physical Activity Education and your Target Group includes both elders and youth, the RKM data have to be submitted for all of them together – not separately for elders and youth.

– The SOS is a work in progress.
  
  • Additional tools, reports, and other improvements will be made on an ongoing basis.
  
  • Users will be notified as new functionality is available.
5. Submit RKM Data into the SOS
SOS Website & Demonstration
Resources

– SDPI website: https://www.ihs.gov/sdpi/

– SOS webpages: https://www.ihs.gov/sdpi/sdpi-outcomes-system-sos/
  • General Information page has RKM due dates and checklists
  • SOS Training page has links for live and recorded webinars

– Diabetes Audit website: https://www.ihs.gov/diabetes/audit/

– RPMS website: https://www.ihs.gov/RPMS/
Questions?
Thank you!

Want more SOS training?

Stay right here! Advanced Features in the SOS is coming up next.