

CALIFORNIA CABG OUTCOMES REPORTING PROGRAM

QUICK DATA ERROR GUIDE

BD-CCORP-R1.0-TRG-002

AUG 4, 2008



INFINITE SOLUTIONS INC.

5 PARK CENTER DR, SUITE #110

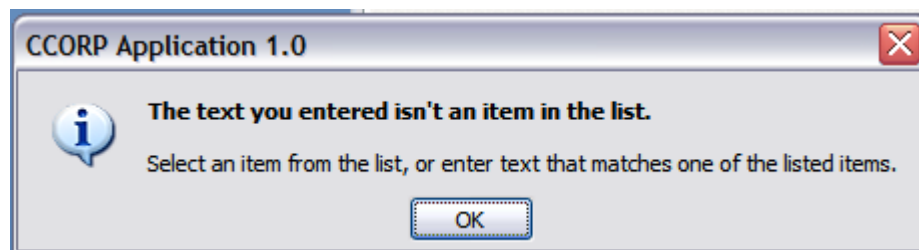
SACRAMENTO, CA- 95825

916-641-0500

CCORP Data Errors, Warnings & Tips

DATA ERRORS

1. **Pink highlights** indicate *required* data that has not yet been completed or *unallowable* data that cannot be saved. If the user clicks the Save button without correcting *unallowable* data, the record will be saved without the unallowable data.
2. **Yellow highlights** indicate data outside the expected range. This type of data can be saved.
3. **Not in list.** A “Not in list” message is displayed for drop-down lists when user types a value that is not in the list of choices. For example, if the user types an MRN into the surgery selector for a record the user haven’t entered yet, a “not in list” message will be displayed.



For all drop-down lists, the user must select a value from the list. The user cannot create new entries. Click OK, and then press the ESC key to clear the entry.

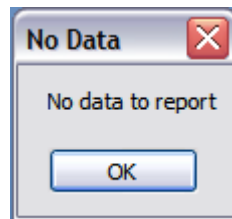
DUPLICATE DATA

A unique surgery record is defined as the combination of MRN and surgery date. If the user creates a new surgery with the same MRN and surgery date as an existing record, the following message will be displayed.



REPORTS: NO DATA TO REPORT

If the user enters a date range for which no data exists in the data file, a “No data to report” message will be displayed as shown below.



Open the Reports windows again, select the report, and enter dates for which there is/are data in the database.

REPORTS: ONLY FIRST PAGE SHOWN

This is not actually an error, but it can be confusing if the user is not familiar with Access. Whenever the user opens a report, the report will open to the first page. At the bottom of the screen there will be the page navigation controls:



The user can enter a number for a specific page (enter the number, then press ENTER), or use the right or left or first or last arrows to go forward or back.

MENUS NOT EXPANDED

If the user's computer has its own copy of Microsoft Access, the application may not show the full menus. To correct this feature:

1. Open Microsoft Access from the Start button (Start > Programs > Microsoft Access or Microsoft Office > Microsoft Access) or by opening one of user's own databases (not CCORP)
2. Right-click the menu bar and select **Customize**.
3. Click the **Options** tab and select **Always Show Full Menus**.
4. Click **Close**.