



COMPASS

An online program and data management tool



Background

The Quality and Technical Assistance Center of NY (QTAC-NY) supports public, private, health and community based partners to disseminate and deliver a series of evidence-based self-management programs that improve health, wellness and quality of life in communities within and beyond New York State.

QTAC-NY services include targeted technical assistance, training, evaluation and consultation to support program planning and implementation, data collection and analysis and continuous quality improvement.





Our team



Philip McCallion

Distinguished Professor
and
Co-Director, CEACW



Lisa Ferretti

Executive Director
and
Research Assistant
Professor



Ellen Foley

Operations
and
National Partnership
Development



Rhonda Rosenburg

Statewide Partner
Development



What is Compass?

Compass by QTAC-NY - a unique web based workshop and data management tool designed to assist organizations in the delivery of a series of nationally recognized evidence-based health promotion/disease prevention programs.

It's "all-in-one" approach is successful because it focuses on the end user experience and program needs.





Key Attributes

- Meets HIPPA security standards
- Manages participant and workshop information
- Meets CDC and Administration on Community Living (ACL) data collection requirements
- Generates real-time reports
- Supports marketing
- Searchable “find-a-workshop” function by zip code available
- Mobile application available
- Adapts to changing program guidelines



Secure & Protected

- HIPAA Compliant Server
- High level security certificate
- Two-step authentication process
- Meets HIPAA guidelines
- Recorded logins with IP address
- Invitation only access
- Multiple level user options with permission guidelines



Website Interface

Find a Workshop

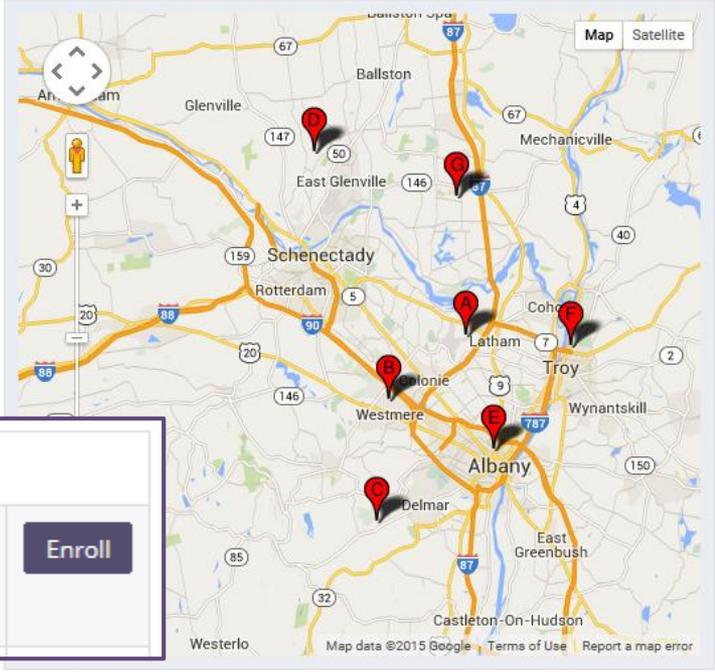
Search here to find and enroll in evidence-based health and wellness workshops being offered all over New York State. Enter your zip code, find the workshop for you and register online!

Enter Your Zip Code: *

Search Workshops →

- Search by zip code
- View Google map of workshop location
- Register online
- Email confirmation

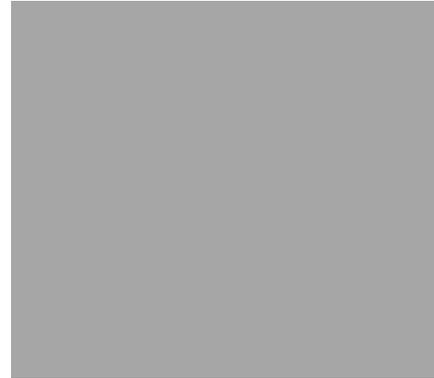
Search Results View Map



Map Satellite

Workshop	Date	Enroll
 Diabetes Self-Management Program (DSMP) - 314-2165	03/24/2015	Enroll

Map data ©2015 Google Terms of Use Report a map error



Manages Multiple Programs



Supported programs

- Active Choices
- Active Living Every Day
- Arthritis Foundation's Walk With Ease Program
- Falls Prevention Programs
- National Diabetes Prevention Program
- Stanford Self-Management Programs (English and Spanish)

Login & Dashboard

- Password required with registration
- Month, week & day view on Dashboard
- Alerts & Notifications for all users



Sign in using your registered account:

[Forgot Your Password?](#)

[Login](#)

Users are only authorized to log in to *their own* account. If you have received login credentials by *any* means other than the Portal registration process, please contact the QTAC immediately.

The Data Portal is available to QTAC Partner organizations in NY State and by invitation only through the Center for Excellence in Aging & Community Wellness, NYS Evidence-Based Health Programs Quality & Technical Assistance Center. If you are interested in partnering with the QTAC or would like more information, please contact us toll-free at (877) 496-2780 or qtac@albany.edu. Thank you.



- Home
- Partners
- Sites
- Personnel
- Workshops
- Training
- Reporting
- Administration

Dashboard

Alerts 2

There are 373 sessions that are missing attendance.
[View Sessions](#)

New Feature

You will notice a completely new "Personnel" link in the top menu. This "Personnel" section will be the new method for managing your personnel in Compass.

Please contact QTAC-NY with any questions or assistance.

Event Calendar

Sun	Mon	Tue	Wed	Thu
	28	29	30	1
	1:00p ALB33 - 314-2103 4:30p NDPP - 420-2156 6:00p NDPP - 420-2157 7:00p NDPP - 130-2178	9:30a CDSMP - 212-2176 10:30a NDPP - 125-1999 5:00p NDPP - 221-1102 7:00p NDPP - 130-2179	2:00p CDSMP - 212-2177 3:00p NDPP - 127-1325 6:30p NDPP - 125-1470	10:00a NDPP - 314-2103 11:00a ALB33 - 314-2148 1:30p NDPP - 125-1048 5:15p NDPP - 413-2131
				2

July 2015



Compass manages

- Partners
- Sites
- Personnel
- Workshops
- Trainings
- Reporting





Manage Sites

- Store, view and export information
- Email addresses hyperlinked for ease of contact
- View workshop history
- Site program delivery history
- “Inactive” status identified within 20 months of non-delivery

Implementation Sites				+ Add New Implementation Site	Export Results
Inactive	Host/System Partner	Site Name	Actions		
	Center for Excellence in Aging & Community Wellness	AHRC-NYC	Show Edit Delete		
	Center for Excellence in Aging & Community Wellness	Albany County Department of Health	Show Edit Delete		
	Center for Excellence in Aging & Community Wellness	Albany Guardian Society	Show Edit Delete		
	Center for Excellence in Aging & Community Wellness	Albany International Airport	Show Edit Delete		
	Center for Excellence in Aging & Community Wellness	Albany Medical Center - Bariatrics and Nutrition	Show Edit Delete		
	Center for Excellence in Aging & Community Wellness	Albany Public Library Delaware Branch	Show Edit Delete		
	Center for Excellence in Aging & Community Wellness	Albany YMCA	Show Edit Delete		
Inactive	Center for Excellence in Aging & Community Wellness	Armistead Caregiver Services	Show Edit Delete		
Inactive	Center for Excellence in Aging & Community Wellness	Atria Crossgate	Show Edit Delete		
Inactive	Center for Excellence in Aging & Community Wellness	Atria Guilderland	Show Edit Delete		

Manage Personnel

Groups

- Host Site - Managers
- Host Site - Staff
- Implementation Site - Managers
- Implementation Site - Staff
- State Partners
- Super Administrators
- Workshop Leaders

- Enter contact Information
- Assign Compass group access
- Select email subscriptions
- Add optional notes
- Enter trainings attended
- Record certifications held
- View training activity
- View workshop activity
- Export lists

Personnel

Personnel

+ Add New User

Export Personnel

Name	Email	Groups	Last Login	Actions
Dudley, Melissa	QTAC@Albany.edu	Super Administrators	03/12/2015	Show Edit Delete Impersonate
Ferretti, Lisa		Super Administrators	03/04/2015	Show Edit Delete Impersonate
Foley, Ellen		Super Administrators, Workshop Leaders	03/17/2015	Show Edit Delete Impersonate
TestUser, Mobile		Host Site - Managers		Show Edit Delete Impersonate

All email addresses are hyperlinked for quick contact

Display all 4 results.



Manage Workshops

- Full page view with details
- Schedule with attendance log
- Export by session
- Enter survey results by participant

Cancel Workshop Edit Details / Leaders

Status	Completed
Language	English
Participants	12
Session Zero?	No

Workshop Details

Location:
Test Site
135 Western Avenue, RI388
Albany, NY 12222
Albany

Host / System Partner: Non-Partner - TEST

Leaders

Name	E-mail Address	Phone Numbers	Options
Lisa Ferretti	lferretti@albany.edu	(877) 496-2780 - Work	View Edit

Schedule [Export Session Data](#)

Date	Start Time	End Time	Options
Wednesday - October 29, 2014	1:00 PM	3:30 PM	Edit Attendance Log
Wednesday - November 5, 2014	1:00 PM	3:30 PM	Edit Attendance Log
Wednesday - November 12, 2014	1:00 PM	3:30 PM	Edit Attendance Log
Wednesday - November 19, 2014	1:00 PM	3:30 PM	Edit Attendance Log
Wednesday - November 26, 2014	1:00 PM	3:30 PM	Edit Attendance Log
Wednesday - December 3, 2014	1:00 PM	3:30 PM	Edit Attendance Log

Workshop Participants [New Participant](#) [Export Data](#)

Registered	Name	Attendance	Surveys	Options
12/22/2014	Participant A	100%	Participant Information Survey (Edit)	Edit Sessions Delete



Workshop Data Packet

- Access required data forms by program
- Unique coding on all forms
- Download and print as needed
- Customize instructions
- Printable attendance log

Workshop Code: 998-1788

Program Code: 6

Test Site
135 Western Avenue, RI388
Albany, NY 12222

Workshop Data Packet	
Data Packet Instructions	View
Attendance Log / Workshop Cover Sheet	Download
SMP - Protocol for Release Form	Download
SMP - Release Form	Download
SMP - Protocol Participant Information Survey	Download
SMP - Welcome Letter	Download
SMP - Participant Information Survey - Part C	Download
SMP - Protocol Participant Satisfaction Survey	Download
SMP - Participant Satisfaction Survey	Download



Create a workshop

Straightforward workshop set-up

1. Select your program
2. Select your implementation site
3. Enter your contact information
4. Enter cost, language and funding details
5. Add leaders
6. Select start date and workshop time

Mobile App Available!

Exclusive NDPP data entry & export functions

- Record attendance
- Record weight
- Record physical activity minutes
- View attendance percentage
- View weight loss
- Export results in CDC format

Session Attendance

- Weight is required if participant was present or attended a make-up session. Weight must be recorded between 70 and 997(in pounds). Please enter "999" if the participant was present or attended a make-up and no weight was recorded.
- Physical activity minutes are required for sessions 6 through 16, and must be between 0 and 997 (in minutes). If physical activity minutes were not reported, please check "No Report".

Session Attendance - June 23, 2014

Participant	Status	Weight(Lbs)	Physical Activity(Minutes)
	Present <input type="button" value="v"/>	170.0	90 <input type="checkbox"/> No Report
	Present <input type="button" value="v"/>	346.2	50 <input type="checkbox"/> No Report

Workshop Participants

+ New Participant

Export Data

Registered	Name	Attendance	Weight Loss	Surveys	Options
5/14/2013		75%	-10	NDPP Eligibility Survey (Edit) Participant Information Survey (Edit)	<input type="button" value="Edit"/> <input type="button" value="Sessions"/> <input type="button" value="Delete"/>
5/14/2013		100%	-16	NDPP Eligibility Survey (Edit) Participant Information Survey (Edit)	<input type="button" value="Edit"/> <input type="button" value="Sessions"/> <input type="button" value="Delete"/>

Real-time reporting



Reporting

Print Report

Report Criteria

Start Date *

2015-02-01

End Date *

2015-03-31

Workshop Status *

- Scheduled
- In Progress
- Completed

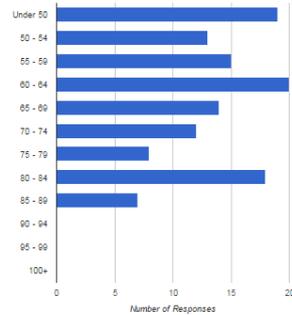
Programs

- MOB
- AC
- ALED
- CTS
- CDSMP
- CPSMP
- DSMP
- LHHBP
- NDPP
- NDPP (SP)
- PSMP
- SO

Capacity Data Delivery & Funding System Partners Workshops Participant Information Survey

1 Date of Birth

126 responses

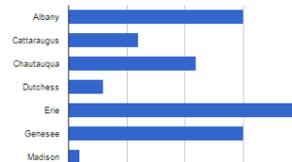


Custom filter by....

- date
- status
- program
- partner
- workshop
- county
- survey

2 Participant Zip Code Distribution

125 responses



Response	Count	Percentage
Albany	15	12
Cattaraugus	6	4.8
Chautauqua	11	8.8
Dutchess	3	2.4
Erie	20	16
Genesee	15	12
Madison	1	0.8
Nassau	1	0.8
New York	8	6.4



Assistance & Ease of Use

Helpful tools available:

- Multiple options for ease of data entry
- Filters on every page to meet your needs
- Exports available to download
- Customizable and printable reports
- Optional “Note” sections for reference
- At-a-glance, identifiable “Status” for workshops

...and a searchable help topics menu....



Your Questions

Thank you!



For more Information

If you would like more information on Compass, please contact QTAC-NY at QTAC@albany.edu or toll-free 877-496-2780.

www.qtacny.org

