



**NHHI**

National Hand Hygiene Initiative

# HHCApp Custom Reports

Cheat Sheet for  
Organisation Administrators

## Why Custom Reports?

Aims of the custom reports:

- Provide more flexibility for producing hand hygiene reports
- Save time spent generating reports
- Increase the impact of hand hygiene data by allowing targeted performance feedback
- Target promotional initiatives & monitor their impact

## How does it work?

**Snapshot reports:** Data from a specific period

**Trend reports:** Changes over time

Both reports use the same report building process.

### Step 1: Select Content

**Period Type:** Choose the time scale for selecting data for your report.

**Entity type:** National/Regional for most users.

### Step 2: Set Filters

*What data do you want included in your report?*

Use timeframe, organisational and clinical filters to select the hand hygiene data that should appear in your report.

### Step 3: Stratification & Display Options

*How do you want to 'slice and dice' your results?*

Any field you select as a stratification option will appear as a column in your report. Select **Show Total** to have a total row at the bottom of your report.

Then...

**Generate Report** To open a new tab with your report

**Clear Selections** To clear all selections & start again!

### Data Export and Graphs

**Summary of report filters**

**Check boxes of rows that should be included in graph (optional)**

**Table download**

**Open new tab with bar graph**

**Click on a column header to sort the table by that column**

**Date that data was last updated (occurs every night)**

Audit Period	Moment	Correct Moments	Total Moments	Compli
NHHI Audit Two 2010, NHHI Audit One 2012, NHHI Audit Two Three 2013, NHHI Audit One 2015, NHHI Audit Three 2015	1 Before Touching A Patient	1,385,256	1,876,838	
	2 Before Procedure	462,941	581,704	
	3 After a Procedure or Body Fluid Exposure Risk	633,224	735,678	
	4 After Touching a Patient	1,592,550	1,907,631	
	5 After Touching A Patient's Surroundings	1,040,481	1,474,569	

Download as: .pdf .xlsx .xls .csv

The data shown on this report was last updated on 10 November 2015

### Additional Report Builder Tips

- **'Year/Month' Timeframe:** Includes only national audit data unless **'Include Local Audit Data?'** is checked.
- **Filters:** The default is 'All data' e.g. if you don't select specific Moments then data for all Moments will be included.
- **Multi-select:** Press 'Ctrl' button while clicking to select multiple options on multi-select fields e.g. department types.
- **De-select:** To remove a multi-select selection, press 'Ctrl' while clicking on it with your mouse.
- **Modifying your report:** When you generate a report, the report builder tab remains open and the report opens in a new tab. You can return to the report builder tab to modify your report then click 'Generate Report' again.

## Performance Feedback Ideas

The main aim of hand hygiene observation is to provide feedback to healthcare workers in order to change hand hygiene behaviours and improve patient safety.

Consider whether the following tips are applicable to your organisation. Performance feedback may be most effective when:

- the health professionals are not performing well to start with i.e. perform audits in low performing areas;
- the person responsible for the audit and feedback is a supervisor or colleague;
- it is provided more than once;
- it is given both verbally and in writing;
- it includes clear targets and an action plan.

#### Reference

Ivers et al. Cochrane Database Syst. Rev. 2012.13;6:CD000259.

## Example

Imagine you want to promote hand hygiene before patient contact by reporting Moment 1 results from all National Audits in 2015, stratified by hospital department. To do this you would:

- Select **Snapshot Report** from home page
- **Step 1: Select Content**  
Period type: National Audit Period  
Entity type: National/Regional
- **Step 2: Set filters**  
Start Audit Period: NHHI Audit One 2015  
End Audit Period: NHHI Audit Three 2015  
Moments: select 'Before Touching A Patient'
- **Step 3: Stratification & Display options**  
Select the 'Department Name' checkbox
- **Press 'Generate Report'**
- Review the Data Export and Graphs section for how to use your report