## Section II: User Dashboard

Once you have access, you can enter your username and password on the Web Portal log-in page.

| Web Portal: | https:// | portal.whainfocenter.com |
|-------------|----------|--------------------------|
|             |          |                          |

| W<br>Infor<br>The Res                  | THA mation er   | Care Data                                      |
|--|---|--|
|  | Log In  |  |
| Ple                                    | ease enter your Username and Pass                             | sword  |
|  | Password <sup>.</sup>   |  |
|  | Log In  |  |
| Register                               | Forgot Password   | Change Password                                |
| About Us  <br>- WHA Information Center | Contact Us   ©2008 WHA Inform<br>5510 Research Park Dr Madiso | nation Center<br>n - WI - 53711 - 800/274-1820 |
|  | SECURED SITE "<br>register.com<br>256 bit Encryption o        |  |

Next, you will click on "Survey Submission."

| WHA<br>Information<br>The Respected Source For Health Care Data<br>Welcome btester! [Log Out]  |
|--|
| Please choose a site:  |
| Survey Submission  |
| About Us ∣ Contact Us ∣ ©2008 WHA Information Center<br>WHA Information Center - 5510 Research Park Dr Madison - WI - 53711 - 800/274-1820 |
| SECURED SITE °<br>register.com<br>256 bit Encryption o   |

Below is a screenshot of your hospital's survey home page. At the top of the page, there are two "dropdown" menus – please select the hospital and the fiscal-year you'd like to view, and click "view hospital." You will see the hospital name and the five hospital surveys listed and the respective status of each survey.

| information Center LLC  |   |               |         |                          | Welcome: btester. |
|---|---|---------------|---------|--------------------------|-------------------|
|   |   |               |         |                          |                   |
| Select a Hospital<br>Wisconsin Hospital Association (Madison)   | Year<br>▼ 2012 ▼  | View Hospital |         |                          |                   |
|   |   |               |         |                          |                   |
| Message From WHA Information Center:<br>Welcome to the WHA Information Center survey submission site. Th  | ne 2012 Survey is now open for submission.                      |               |         |                          |                   |
| Message From WHA Information Center:<br>Welcome to the WHA Information Center survey submission site. Th<br>Visconsin Hospital Association (Madison)<br>Hospital Survey Grid:   | te 2012 Survey is now open for submission.                      |               |         |                          |                   |
| Message From WHA Information Center:<br>Welcome to the WHA Information Center survey submission site. Th<br>/isconsin Hospital Association (Madison)<br>Hospital Survey Grid:<br>Survey Name  | te 2012 Survey is now open for submission.<br>Enter/View Survey | Status Pr     | int PDF | Progress                 |                   |
| Message From WHA Information Center:<br>Welcome to the WHA Information Center survey submission site. Th<br><i>Iisconsin Hospital Association (Madison)</i><br>Hospital Survey Grid:<br>Survey Name<br>2012 ANNUAL SURVEY   | te 2012 Survey is now open for submission.                      | Status Pr     | int PDF | Progress 100%            | V Soft Edits      |
| Message From WHA Information Center:<br>Welcome to the WHA Information Center survey submission site. Th<br>//isconsin Hospital Association (Madison)<br>Hospital Survey Grid:<br>Survey Name<br>2012 ANNUAL SURVEY<br>2012 FISCAL SURVEY   | e 2012 Survey is now open for submission.                       | Status Pr     | int PDF | Progress 100%            | V Soft Edits      |
| Message From WHA Information Center:<br>Welcome to the WHA Information Center survey submission site. Th<br>//isconsin Hospital Association (Madison)<br>Hospital Survey Grid:<br>Survey Name<br>2012 ANNUAL SURVEY<br>2012 FISCAL SURVEY<br>2012 MEDICARE COST REPORT SURVEY                         | Enter/View Survey   | Status Pr     | int PDF | Progress<br>100%<br>0%   | V Soft Edits      |
| Message From WHA Information Center:<br>Welcome to the WHA Information Center survey submission site. Th<br>Visconsin Hospital Association (Madison)<br>Hospital Survey Grid:<br>Survey Name<br>2012 ANNUAL SURVEY<br>2012 FISCAL SURVEY<br>2012 MEDICARE COST REPORT SURVEY<br>2012 PERSONNEL SURVEY | Enter/View Survey   | Status Pr     | int PDF | Progress 100% 0% 0% 100% | ♥ Soft Edits      |

The bottom half of the survey home page displays all users that have access to the selected hospital's surveys and which surveys they have access to. If any access needs to be removed, please let WHAIC know and it can make the necessary changes. The user and hospital details are displayed, as well as the current hospital-specific reports as they appear in the *Guide to Wisconsin Hospitals* publication.