

Section III: Survey Functionality

Each survey has a navigational tree control to access different parts of the survey on the left-hand side of the screen. You can expand or collapse each section by clicking on the “+” or the “-” next to each section header. To open up a section, simply double-click.

The screenshot displays the WHA Information Center logo at the top. Below it, the survey title is "2012 ANNUAL SURVEY : Wisconsin Hospital Association, Madison, 53725." The main content area features a navigational tree control on the left side, listing various survey sections. Each section is preceded by a small square icon containing a plus or minus sign. The sections listed are:

- I. HOME
- II. CLASSIFICATION (100%)
- III. SELECTED INPATIENT UNITS (100%)
- IV. SELECTED ANCILLARY AND OTHER SERVICES (100%)
- V. SELECTED SERVICE UTILIZATION (100%)
 - Surgical Operations [138 - 140] (100%)
 - Outpatient Visits [141 - 144] (100%)
 - Ambulance/Transport Services [145 - 147] (100%)
 - Newborn Nursery [148 - 150] (100%)
- VI. TOTAL FACILITY UTILIZATION AND BEDS (100%)
- VII. MEDICAL STAFF (100%)
- VIII. PERSONNEL ON HOSPITAL PAYROLL (100%)
- IX. OTHER (100%)
- X. SERVICE QUALITY/ PATIENT SAFETY (100%)
- XI. E-HEALTH (100%)
- XII. HEALTH INFORMATION

On the right side, a callout box titled "Survey Layout:" contains a bulleted list of features:

- Navigational Tree Control
- Percentage of each section completed
- Percentage of each subsection of questions completed
- Display is the same for all survey data types

To save any data entered into the survey, please click the “save” icon. If you do not see the “save” icon, you do not have access to this particular survey.

WHA Information Center LLC Welcome: bctester. Logout

2012 ANNUAL SURVEY : Wisconsin Hospital Association, Madison, 53725.

V. SELECTED SERVICE UTILIZATION
Surgical Operations

Instructions and Guidelines:-

DO NOT SKIP THIS PAGE. FILL IN ALL LINES.
If information for a category is zero, fill in 0. If information for a category is Not Applicable, fill in 0. Do NOT use dashes, NA, N/A, or M.

138. Inpatient surgical operations (not procedures)	50
139. Outpatient surgical operations (not procedures)	150
140. TOTAL surgical operations (not procedures) [line 138 + line 139]	200

Information button: Provides instructions/definitions related to survey.

Save/Page Update Button:

- Saves data entered on this page.
- Option to perform page-level edits when page is saved.

When you click “save” on a page, the data is saved. Then, the application provides the option to run or bypass the page-level edits.

The screenshot displays a web browser window with the URL <https://survey.whainfocenter.com/Pages/SurveyQuestionnaire.aspx?qs=FHKglhZZI+/>. The page header includes the WHA Information Center logo and a user greeting: "Welcome: bclaster." with a "Logout" button. The main content area is titled "2012 ANNUAL SURVEY : Wisconsin Hospital Association, Madison, 53725." and features a navigation menu on the left with categories such as "I. HOME", "II. CLASSIFICATION (100%)", "III. SELECTED INPATIENT UNITS (100%)", "IV. SELECTED ANCILLARY AND OTHER SERVICES (100%)", "V. SELECTED SERVICE UTILIZATION (100%)", "VI. TOTAL FACILITY UTILIZATION AND BEDS (100%)", "VII. MEDICAL STAFF (100%)", "VIII. PERSONNEL ON HOSPITAL PAYROLL (100%)", "IX. OTHER (100%)", "X. SERVICE QUALITY/ PATIENT SAFETY (100%)", "XI. E-HEALTH (100%)", "XII. HEALTH INFORMATION TECHNOLOGY (100%)", "XIII. HIM CODING FUNCTION (100%)", and "XIV. SUPPLEMENTAL".

The main content area is titled "V. SELECTED SERVICE UTILIZATION" and "Surgical Operations". It contains a section for "Instructions and Guidelines--" with the text: "DO NOT SKIP THIS PAGE. FILL IN ALL LINES. If information for a category is zero, fill in 0. If information for a category is Not Applicable, fill in 0. Do NOT use dashes, NA, N/A, or M." Below this are three rows of data entry fields:

- 138. Inpatient surgical operations (not procedures)
- 139. Outpatient surgical operations (not procedures)
- 140. TOTAL surgical operations (not procedures) [line 138 + line 139]

A confirmation dialog box is overlaid on the page, containing a question mark icon and the text: "Data will be Saved, but do you wish to run Page Level Edits?". The dialog has "OK" and "Cancel" buttons.

Once a survey is 100% complete, the validation edits will appear.

WHA Information Center LLC

Welcome: bctester. [Logout](#)

Select a Hospital: Wisconsin Hospital Association -- (Madison) | Year: 2012 | [View Hospital](#)

Message From WHA Information Center:--
Welcome to the WHA Information Center survey submission site. The 2012 Survey is now open for submission.
[Link to view survey templates and instructions for each survey](#)

Wisconsin Hospital Association -- (Madison)

Hospital Survey Grid:--

Survey Name	Enter/View Survey	Status	Print PDF	Progress	
2012 ANNUAL SURVEY				100%	Hard Edits
2012 FISCAL SURVEY				0%	
2012 MEDICARE COST REPORT SURVEY				0%	
2012 PERSONNEL SURVEY				100%	Hard Edits
2012 UNCOMPENSATED...					

Type of Edits & Sequence:

- **Hard Edits** – Once survey is 100% complete, “Hard Edits” will appear, and they are required changes.
- **Soft Edits** – Once “Hard Edits” are addressed, “Soft Edits” will appear.
- **Stats Edits** – Once “Soft Edits” are addressed, “Stats Edits” will appear.
- **Submit Survey** – Once “Stats Edits” are addressed, “Submit Survey” will appear
- **Submitted** – Once survey is submitted, survey is locked (see status column).

Reminder: If any values are changed within the survey, the validation edits starts over with “Hard Edits.”