

Entering Targets in QI RAP

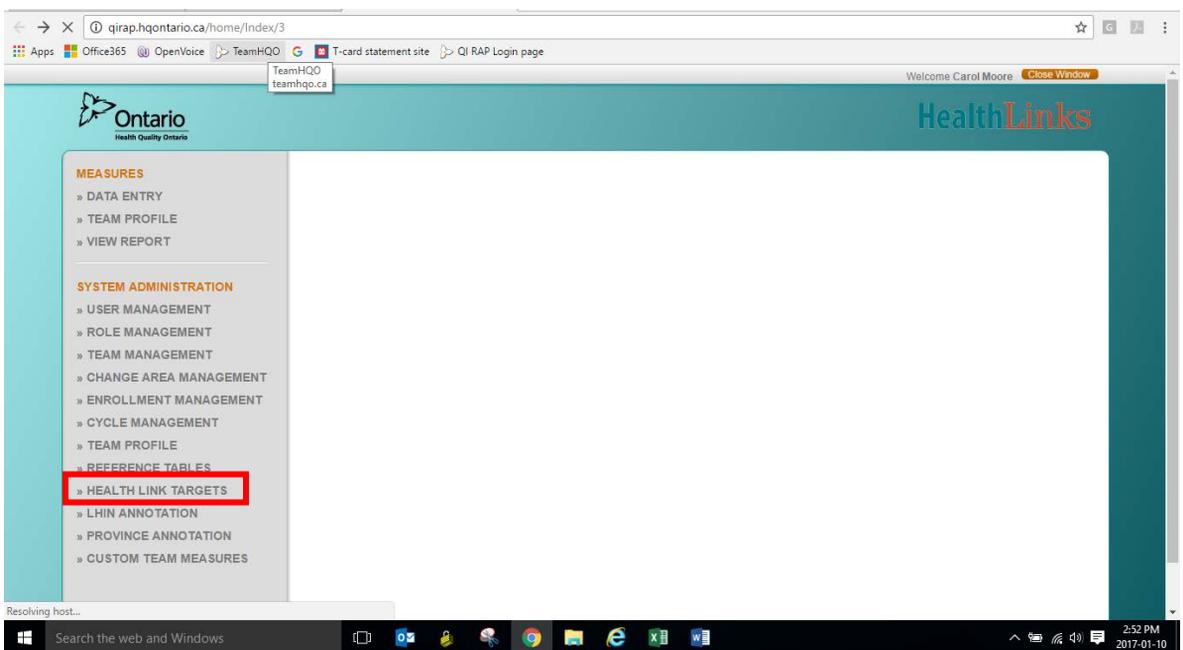
LHINs enter Health Link specific targets.

One fiscal target number is used for both Coordinated Care Plans and Primary Care Providers. This enables alignment with targets set by Health Links and LHINs and allows better consistency in target setting between measures.

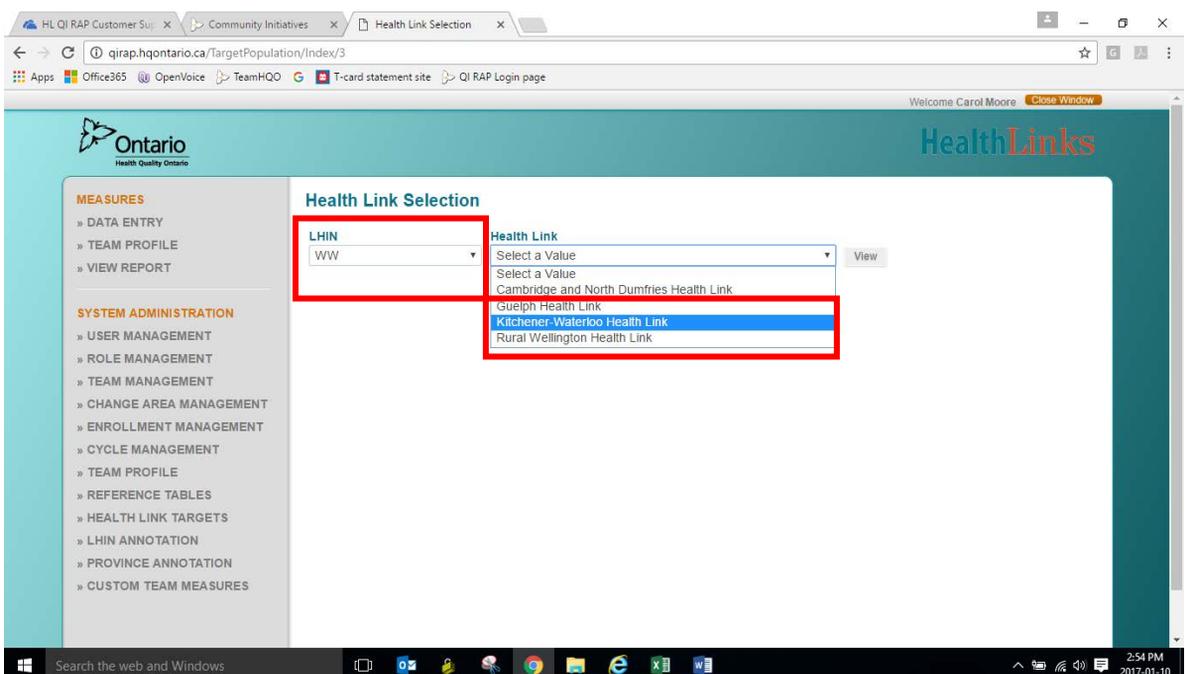
Health Link team will be able to see both count data and the rate of progress toward the fiscal target.

How to enter targets

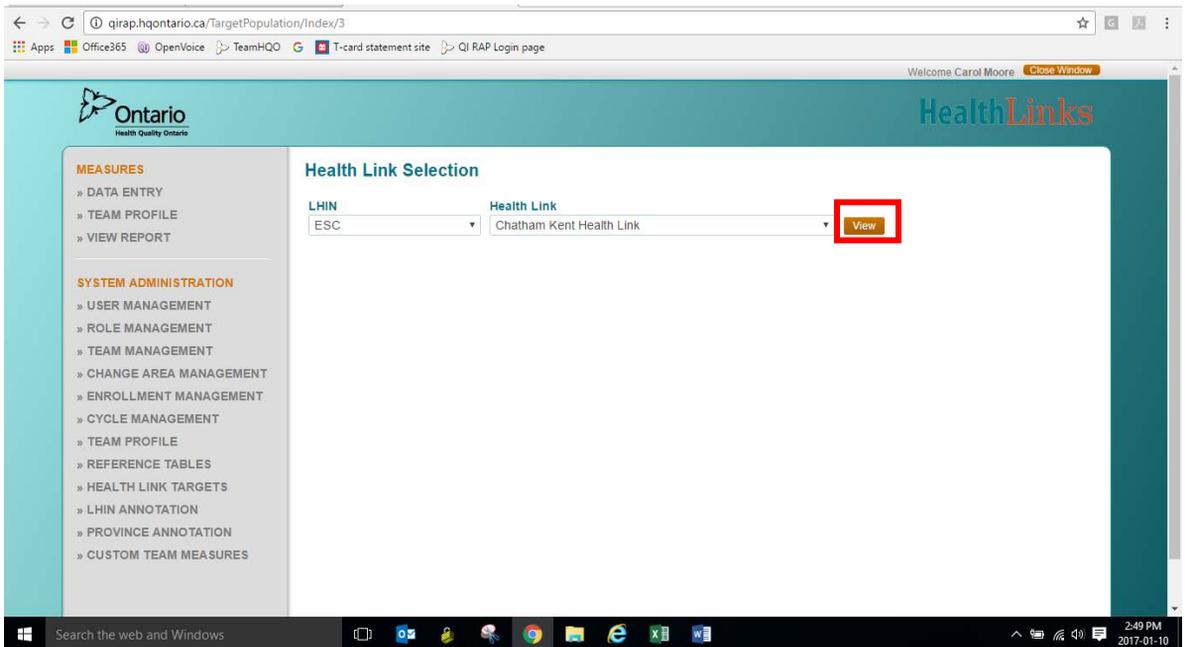
1. Click on the 'ENTER TARGET' link on the left hand menu:



2. Select your LHIN and the Health Link from the drop-down menus:

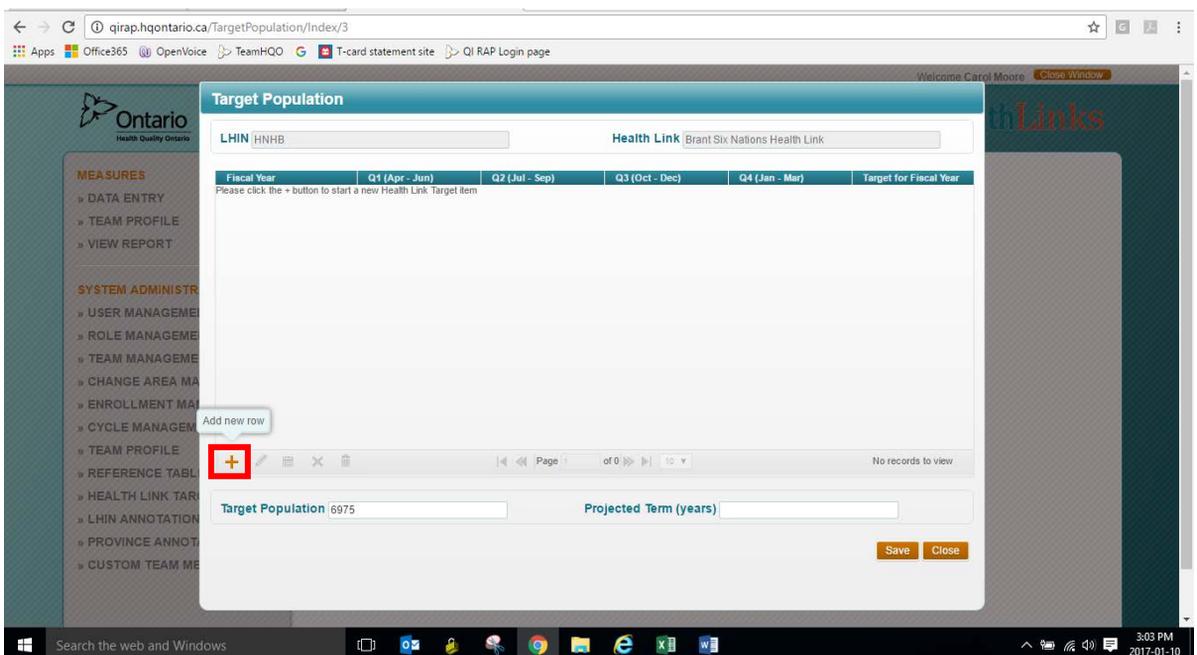


3. Click on view:



4. The next screen will be a pop-up window as below. The target population is pre-populated from the Ministry of Health and Long-Term Care figures.

Click on the plus sign at the bottom left hand of the screen to add a new row.



- From the drop-down menu in the new row, select the financial year for which you are adding targets. Targets may be added into future years as well if they are known.

The screenshot shows the 'Target Population' web application interface. The 'Fiscal Year' dropdown menu is open, displaying a list of years from 2012/13 to 2022/23. The year 2017/18 is currently selected. The table below the dropdown has columns for 'Fiscal Year', 'Q1 (Apr - Jun)', 'Q2 (Jul - Sep)', 'Q3 (Oct - Dec)', 'Q4 (Jan - Mar)', and 'Target for Fiscal Year'. The 'Target Population' field is set to 6975 and the 'Projected Term (years)' field is empty. The 'Save' and 'Close' buttons are visible at the bottom right of the form.

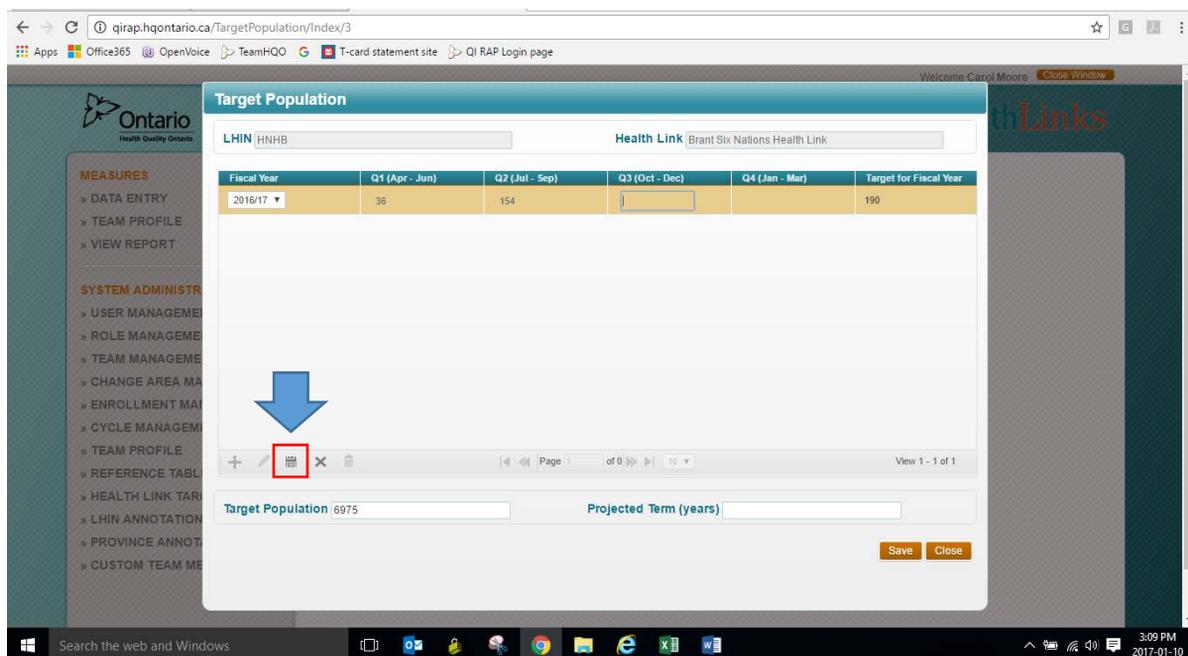
Fiscal Year	Q1 (Apr - Jun)	Q2 (Jul - Sep)	Q3 (Oct - Dec)	Q4 (Jan - Mar)	Target for Fiscal Year
2012/13					
2013/14					
2014/15					
2015/16					
2016/17					
2017/18					
2018/19					
2019/20					
2020/21					
2021/22					
2022/23					

- When you click on each of the quarters (on the gold row) a small blue box will appear. Type the target number in the blue box for each quarter. You will see the total automatically adds as you enter the targets.

The screenshot shows the 'Target Population' web application interface with target numbers entered for each quarter. The 'Fiscal Year' is now 2016/17. The 'Q1 (Apr - Jun)' target is 36, 'Q2 (Jul - Sep)' is 154, 'Q3 (Oct - Dec)' is 190, and 'Q4 (Jan - Mar)' is 190. The 'Target for Fiscal Year' is 6975. The 'Projected Term (years)' field is empty. The 'Save' and 'Close' buttons are visible at the bottom right of the form.

Fiscal Year	Q1 (Apr - Jun)	Q2 (Jul - Sep)	Q3 (Oct - Dec)	Q4 (Jan - Mar)	Target for Fiscal Year
2016/17	36	154	190	190	6975

7. Once all of your targets are set – you must save the row.
NOTE: to save this row, you must click the small disk/save icon at the BOTTOM LEFT of the screen:



8. Add additional rows for additional years, if desired, saving each row as you go. Once completed, click on the save button in the bottom right hand corner of the screen.

The bottom orange save button is used for saving changes to target population and projected term numbers. It does not save fiscal targets.

