Ontario Health

Ontario Health ISAAC Application – Orthopedics

Hip & Knee Assessment Template

Version 2.0
Last Updated: March 2022

Ontario

Table of Contents

ISAAC URLS

ISAAC Orthopedic Patient URLs

Patient Portal URL: https://promsortho.ontariohealth.ca/

Patient Portal URL (UAT testing only): https://promsortho.pst.ontariohealth.ca
This environment is only to be used for testing purposes and cannot have any real patient details.

ISAAC Orthopedic Admin URLs

Production Environment: https://promsorthoadmin.ontariohealth.ca/

Test Environment: https://promsorthoadmin.pst.ontariohealth.ca
This environment is only to be used for testing purposes and cannot have any real patient details.

File Upload Tab

This guide instructs the Site Admins on how to perform the Hip & Knee Assessment file upload.

Step 1: File Upload Template

1. Click on the **File Upload** menu.
2. Click on **File Template** tab.
3. Select the **"Hip & Knee Screening Assessment – RCC"** template from the **Template Name** dropdown.

4. Click on **Download**.
5. Downloaded template is in CSV file format. Refer to **Appendix:** Patient Template Data Elements and Score Legends.
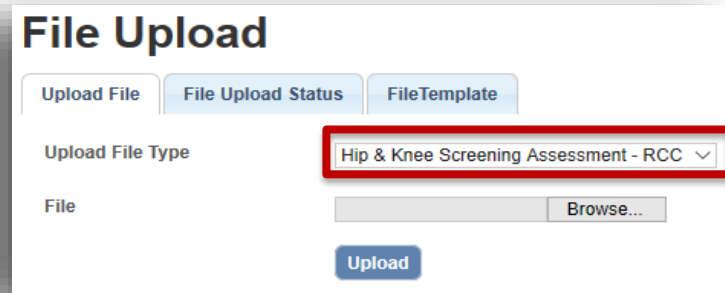   **Note**: In case notepad is being used to update the data in the csv file ensure mentioning values in commas e.g. "0, 1, 3, 4"

Step 2: Upload File

To upload a completed file template:

1. Click on the **File Upload** menu. (The **Upload File** tab is the default.)
2. Select **Upload File Type** as **"Hip & Knee Screening Assessment – RCC"** from the dropdown.
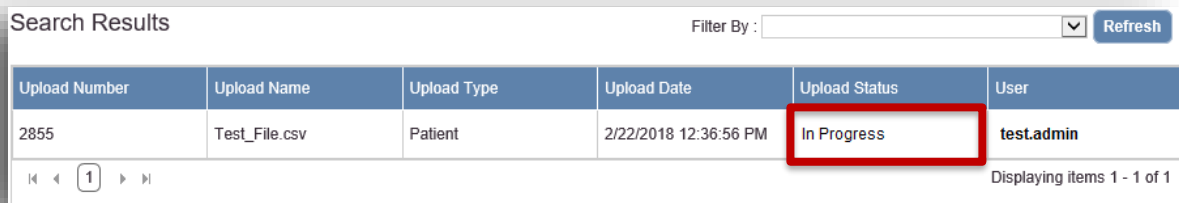3. Browse for file and click on **Upload**. User will automatically be moved to the File Upload Status tab.

Step 3: Check File Upload Status

The File Upload Status tab can be used to view the status of the File Upload or to search File Upload history.

1. While file upload is being processed, the user will automatically be moved from the Upload File tab to the **File Upload Status** tab.
2. During upload, the Upload Status in the Search Results grid will read **In Progress**. Click the **Refresh** button to update the status.

3. Once the file upload is complete, the Upload Status column will be updated to Completed, Errors, or Warning.

File Upload

| Upload File | File Upload Status | FileTemplate |

Upload Type ⌄

User ⌄

Upload Date 21 Nov 2019 🗓 To 21 Nov 2019 🗓

Search

Search Results

Filter By : ⌄ Refresh

Upload Number	Upload Name	Upload Type	Upload Date	Upload Status	ser
4833	H1.csv	Survey	11/21/2019 9:12:04 AM	Completed	eeshan.mohammed
4832	H1.csv	Survey	11/21/2019 9:10:54 AM	Completed	eeshan.mohammed
4831	H1.csv	Survey	11/21/2019 9:08:35 AM	Completed	eeshan.mohammed

⏮ ◄ 1 ► ⏭ Displaying items 1 - 3 of 3

4. To view details of the status, click on the **Errors** or **Warning** hyperlink under Upload Status. The **Log Report** state the error and recommended course of action for you to take.

Log Report ✖

Log Report

Upload Number: 4824

User: zeeshan.mohammed

Upload file name: H1.csv

Upload Type: Survey

Upload Date: 11/19/2019 1:25:02 PM

Total number of records in the uploaded file: 1

Number of records processed successfully: 0

Number of records containing invalid data (see errors below): 1

Validation Errors

Row 2
- Invalid Assessment Location.
  Your recommended course of action includes: Please use an Assessment Location of CO, CP or CT.

OK

To search for File Upload history:

1. Select the Upload Type and/or User from the dropdown.
2. Select an Upload Date range from and to.
3. Click on Search. The results are displayed in the Search Results grid below.
4. You can filter the search history by warnings, errors and both.

Note: Please refer to the "ISAAC Admin User Guide -orthopedics" for error details

Step 4: Validate Patient Data Update

1. Click on the **Patient tab**
2. Search for patient using HCN/MRN or Name.
3. Click **View** under **Survey Results**
4. Select **"Hip and Knee Screening Assessment"** under **Survey Name,** and see if the data has been updated.

Appendix A: Version History

Document History

Revision	Type	Revision Date	Revised By	Revision Details
1.0	Draft	November 27, 2019		
2.0	Final	March 1, 2022	Joeanna Chung	- Updated logo and terminology from CCO to OH - Updated cover page and footer - Updated table designs

Appendix B:

File Upload Template Data Elements

Data Element	Definition	Format	Valid Values
* Medical Record Number	Patient identifier code that is unique within the healthcare facility.	CHAR 10 Alpha-numeric.	Consistent with CIHI NACRS and DAD definition and format.
* Health Card Number	Patient's most recent health insurance number assigned by their provincial government of residence.	CHAR 10 Alpha-numeric.	The following values are only to be used when unable to provide a Health Card Number. 0-insured resident of reporting province, but HCN not available. 1=not applicable, includes: out of province resident with unavailable HCN, Out of Country, no health insurance coverage from province of residence.
*Assessment Date	The date of the Assessment was attempted	YYYYMMDD	Valid dates only.
* Laterality 0-RHip, 1-LHip, 3-RKnee, 4-LKnee	Patient selected body part during the assessment	String	Valid Values : 0,1,3,4 For excel data entry, ensure that the values are separated by comma within the column. Spacing is crucial, there should be no spacing between the comma and digits – else the file will not upload successfully. In case notepad is being used to update the data in the csv file ensure mentioning values in commas e.g. "0,1,3,4 "
*Assessment Location	The channel utilized to fill the assessment.	Char 2	CP - Clinic Paper

Assessment Scores Legend

What part of your body are you visiting the clinic about today?	
Answer Option	Score
Right Hip	0
Left Hip	1
Right Knee	3
Left Knee	4