



Quick Start Guide for Host Users

MONAHRQ® 4.1

April 2013

1 OVERVIEW

This *Quick Start Guide* is designed to summarize the steps to installing the MONAHRQ® software and generating a MONAHRQ website. It highlights where MONAHRQ 4.1 differs from previous versions, and supports Host Users in installing and re-generating their MONAHRQ-generated website with a concise set of instructions.

For more details about the MONAHRQ 4.1 new features, please see the *Release Notes for 4.1*. For more information about using MONAHRQ, see the *MONAHRQ 4.1 Host User Guide*. These documents are available on the [MONAHRQ Resources](#) web page.

A number of enhancements have been introduced with this release. For example, the Area QI Cost Calculator for SAS® or Windows® is now embedded in MONAHRQ 4.1. Using MONAHRQ 4.1 enables automatic calculation of estimated costs for AHRQ Quality Indicators™ (AHRQ QIs), and easy inclusion of the resulting cost savings report in the MONAHRQ-generated website, without the burden of installing additional software.

MONAHRQ 4.1 also adds an Emergency Department (ED) data path under the Utilization reports. By importing an ED treat-and-release data file and adding an “ED Indicator” to the Inpatient Discharge data, reports on ED utilization can now be easily generated.

Table 1 shows the data and measures to create each reporting path in the MONAHRQ-generated website.

Table 1. Data and Measures for MONAHRQ 4.1 Paths

MONAHRQ Path	Data and Measures	Source of Data or Software to Generate Data
County Rates of Hospital Use	Inpatient discharge data	Host User's organization
Utilization – Inpatient	Inpatient discharge data	Host User's organization
Utilization – Emergency Department	Combination of Inpatient discharge data and ED treat-and-release data	Host User's organization
Hospital Quality	<ul style="list-style-type: none"> • CMS Hospital Compare measures • Provider-level AHRQ QIs 	<ul style="list-style-type: none"> • AHRQ QI software using data from the Host User's organization • MONAHRQ download website
Avoidable Hospital Stays	Area-level AHRQ QIs	AHRQ QI software using data from the Host User's organization

2 USING MONAHRQ® 4.1

This section highlights the changes in the process of installing MONAHRQ, loading data, and generating a website. Please see the *MONAHRQ 4.1 Host User Guide* for detailed, step-by-step instructions. Specific chapters of the *Host User Guide* are referenced below.

2.1 Install MONAHRQ.

2.1.1 Prepare the computing environment:

- A MONAHRQ-compatible Windows® operating system. MONAHRQ is supported on the following operating systems: Windows® XP 32- and 64-bit; Windows Server 2003 or higher 32- and 64-bit; Windows 7 32- and 64-bit; and Windows 8 32- and 64-bit.
- The free Microsoft® .NET 4.0 framework (Full).
- Microsoft SQL Server 2008 or the free SQL Server Express 2008.

2.1.2 Uninstall previous versions of MONAHRQ. All previous versions of MONAHRQ must be removed before installing MONAHRQ 4.1. From the Windows start menu, go to

the Control Panel and select Add or Remove Programs.

- 2.1.3 Download and run the MONAHRQ 4.1 installation package from the [MONAHRQ Software](#) page. During this process, create a new MONAHRQ database or connect to an existing one. (See Chapter 2 for setting permissions to install MONAHRQ and to create or connect to an existing MONAHRQ database.)

2.2 Prepare input data files to load into MONAHRQ.

- 2.2.1 Decide which health care data and/or quality measures to report. (See Chapter 3 for descriptions of the types of data and quality measures MONAHRQ uses in each path in a MONAHRQ-generated website.)

- 2.2.2 Prepare the files of health care data and/or quality measure results to import into your MONAHRQ database. These may include one or more of the following:

- **Inpatient discharge data.** The Host User's organization supplies these data. MONAHRQ helps to map inpatient discharge data into the format required by MONAHRQ. This includes the option to create and add the ED Indicator field from the inpatient discharge data file if ED utilization is displayed. (See Chapter 3 for the specific format.)
- **ED treat-and-release data.** The Host User's organization supplies these data. MONAHRQ helps to map ED treat-and-release data into the format required by MONAHRQ. (See Chapter 3 for the specific format.)
- **CMS Hospital Compare measures.** CMS calculates the Hospital Compare measures and makes the results publicly available on the Hospital Compare website in downloadable database files. The MONAHRQ project team obtains these downloadable database files, reformats them for import into MONAHRQ database, and posts them on the MONAHRQ download website for use by Host Users.
- **AHRQ QIs™.** Host Users must calculate the AHRQ QIs, using their own inpatient discharge data. AHRQ provides two tools to calculate the AHRQ QIs: the AHRQ QI software for Windows and the AHRQ QI software for SAS. (For more information about the AHRQ QIs, go to <http://qualityindicators.ahrq.gov>.) After the AHRQ QIs are calculated, follow the instructions in the *Host User Guide* to save the results in a format that can be loaded into MONAHRQ. (See Appendix G for the specific format.)

2.3 Prepare the MONAHRQ configuration files (optional).

2.3.1 MONAHRQ provides an intuitive, easy-to-use “wizard” interface to enter data manually. MONAHRQ also provides support for configuration files that remove the burden of manually entering data. (See Chapter 3 for the specific file formats.) These configuration files include:

- Measure and health topic description information
- Region definitions
- Hospital definitions
- Application settings and customization options

2.4 Run MONAHRQ to generate a website.

2.4.1 Open MONAHRQ.

2.4.2 Load the prepared health care data and quality measures (see Section 2.2.2 above) into a MONAHRQ database. (See Chapter 4 for specifics on loading data.)

2.4.3 Provide information about reporting regions and hospitals. This information can be entered using MONAHRQ’s user interface screens, or loaded from prepared files. (See Chapter 3 for specific file formats.)

- MONAHRQ can assign reporting regions by Dartmouth Hospital Service Area, Hospital Referral Region, or custom-defined regions.
- Hospital information includes name, ZIP Code, county, reporting region, cost-to-charge ratio (optional, if the cost-to-charge ratio data included in MONAHRQ is overridden), and CMS provider ID (optional, if CMS Hospital Compare measure results are used).

2.4.4 Select customization options for display of the MONAHRQ-generated website. These include:

- Logo image to be displayed on each web page
- Banner to be displayed on each web page
- Color and font styles used throughout the generated website

MONAHRQ 4.1 offers additional customization options to:

- Include or exclude the “MyQ!” links.
- Include a feedback function allowing users of this MONAHRQ-generated website to provide comments via email regarding content, data, or the website

in general.

- Apply Search Engine Optimization (SEO) techniques to this MONAHRQ-generated website. Also, Google Analytics can be used to access usage reports.

2.4.5 Generate the website. MONAHRQ writes the website files to a local directory specified by the Host User.

2.5 Host MONAHRQ-generated website.

2.5.1 Transfer the MONAHRQ-generated website to a web server or other hosting environment by: compressing the website files, transferring them, and extracting them—preserving the directory structure. To host a MONAHRQ-generated website, only a web server is needed. A database connection, application server, or other special hosting environment is not needed.

2.5.2 Further customize this MONAHRQ-generated website (optional). As noted above, MONAHRQ allows customized logos, fonts, and colors used throughout the website. Please refer to the *Host User Guide* for further customization options. (See Chapter 5 for a description of the directory structure and files in the MONAHRQ-generated website and how to customize the site after it is generated.)

2.6 Refresh the MONAHRQ-generated website.

2.6.1 As new data become available, a MONAHRQ-generated website may be refreshed. A new website with new data can be created or overwritten each year. For example, an existing website could be refreshed each quarter as new CMS Hospital Compare measure results are available, and a completely new website generated each year using annual updates of the Host User's discharge and quality indicator data. (See Chapter 6 for specific instructions.)

2.6.2 If you are upgrading from a prior version of MONAHRQ, you may or may not need to uninstall the previous versions depending upon the version you are installing. For detailed instructions, please refer to the "Installation" chapter of the *MONAHRQ 4.1 Host User Guide*.

To submit any questions or comments about the MONAHRQ software, please contact MONAHRQ Technical Assistance at MONAHRQ@ahrq.gov.