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# PGIP Quarterly Dashboard User Guide

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## Introduction

The Michigan Data Collaborative (MDC) is a nonprofit healthcare data organization at Michigan Medicine. MDC supports the Blue Cross Blue Shield of Michigan (BCBSM) Physician Group Incentive Program (PGIP) Value Partnerships mission by producing the PGIP Quarterly Dashboard. The PGIP Quarterly Dashboard is a population health dashboard designed to empower you with tools for quality improvement and population health management. The dashboard provides easy to access, filterable reports for BCBSM PGIP participants.

## PGIP Data & Dashboard

The PGIP Quarterly Dashboard uses the PGIP Dataset provided on a quarterly basis by BCBSM. The dashboard is designed to provide accurate and at-a-glance information about specific PGIP initiatives. Measures are searchable by PO, Sub-PO, Practice Unit, and Practitioner.

This User Guide provides step-by-step instructions on how to use the PGIP Quarterly Dashboard filters, access additional information via the Information icon  and export data.

**Note:** *The data shown in all screenshots is either aggregate summary data or artificial data that is randomly generated for demonstration purposes only.*

## Before You Begin

- The PGIP dashboard is compatible with modern browsers such as Google Chrome, Mozilla Firefox, Apple Safari, and Microsoft Edge. Access to the PGIP dashboard is secured based on user credentials.
- **Note:** If you do not have an account, email [MDC-Accounts@med.umich.edu](mailto:MDC-Accounts@med.umich.edu) to request access to the PGIP dashboard. Be sure to include your PO in this request.

## Access and Setup Guide

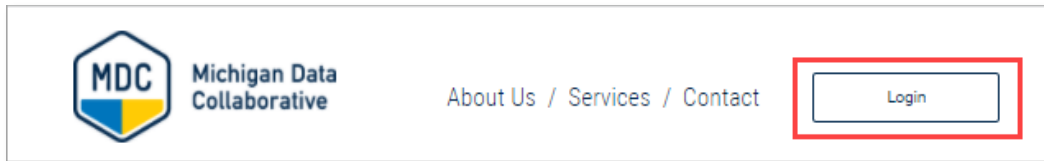
The [Access and Setup Guide](#) provides detailed information about the steps that you must complete to access the PGIP dashboard, including setting up a University of Michigan (U-M) sponsored user account and Duo two-factor authentication.

If you have general questions about accessing or using the PGIP dashboard or the data on the dashboard, contact MDC at [MichiganDataCollaborative@med.umich.edu](mailto:MichiganDataCollaborative@med.umich.edu).

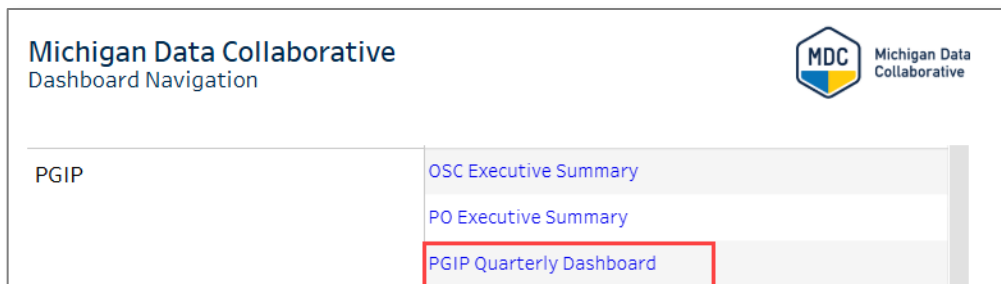
## Logging in to the PGIP Quarterly Dashboard

Steps to access the PGIP dashboard:

1. Using your web browser, go to [michigandatacollaborative.org](http://michigandatacollaborative.org). Select the **Login** button in the top navigation bar, as shown below.



2. If you are not already logged in to the University of Michigan, you will be redirected to the U-M Weblogin page and prompted to enter the following information:
  - **Username/unique.** Type in your U-M unique.
  - **Password.** Type in your U-M Level-1 password.
3. Click **Login**.
4. Next, you will be required to complete Duo Two-Factor Authentication. To get help installing the Duo app or using two-factor authentication, see the [Access and Setup Guide](#).
5. **Approve** the Duo request on your device *OR* approve two-factor authentication using the phone call method.
6. Next, the MDC Dashboard Navigation page will open. After you select **PGIP Quarterly Dashboard**, you will be directed to the PGIP dashboard.



# PGIP Quarterly Dashboard

## Attestation Page

1. On the Attestation page, users must attest that they will use the patient information appropriately and maintain confidentiality of all data. Scroll down, review the content, and if acceptable, click **I Agree**.
2. Next, you will be redirected to the Home page/Membership Summary tab, as shown below.

The screenshot displays the 'Attestation' page of the PGIP Quarterly Dashboard. The top navigation bar includes links for Attestation, Membership Summary, IP Discharges, Women's Health, Cardiac Care, Radiology, Pharmacy, EBCR, TOC, ED Visits, and View Data Option. The page header features logos for Blue Cross Blue Shield of Michigan, the Physician Group Incentive Program (PGIP) BCBM Member Level Dataset, and VALUE Partnerships. The main content area is titled 'Access and Acceptable Use Notice' and includes a 'PLEASE READ CAREFULLY' section. The notice text states that the Michigan Data Collaborative (MDC) is committed to confidentiality and is allowing access to Protected Health Information (PHI) as an authorized MDC system user. It lists five terms and conditions: maintaining confidentiality, using the system for job functions only, accessing only authorized information, safeguarding confidential information, and restricting viewing of PHI. A disclaimer follows, stating that violations may result in loss of access, disciplinary action, or legal penalties. At the bottom of the notice, it instructs the user to click 'I Agree' if they accept the terms, or 'Cancel' otherwise. Below the notice, there are two buttons: 'I Agree' (light blue) and 'Cancel' (dark blue). The footer contains the MDC logo, a statement about the dashboard's purpose, and the version number 'Version 1, 2025'.

Attestation | Membership Summary | IP Discharges | Women's Health | Cardiac Care | Radiology | Pharmacy | EBCR | TOC | ED Visits | View Data Option

Blue Cross Blue Shield of Michigan  
Nonprofit corporations and independent licensees of the Blue Cross and Blue Shield Association

Physician Group Incentive Program (PGIP)  
BCBSM Member Level Dataset with Summary Statistics for Physician Organization, SubPO, Practice Unit and Practitioner

VALUE Partnerships  
Better Care. Better Outcomes. Better Value.

### Access and Acceptable Use Notice

**PLEASE READ CAREFULLY**

The Michigan Data Collaborative (MDC) is committed to keeping medical information confidential. MDC is allowing me access to Protected Health Information (PHI) and as an authorized MDC system user, I accept and agree to the following terms and conditions:

- To maintain complete confidentiality of the data and any information received from the MDC system as required by Federal and State laws, rules and regulations including, but not limited to, the Health Insurance Portability and Accountability Act (HIPAA).
- To use this system and the information contained within only for the purpose of performing my job functions; any other use is expressly prohibited.
- To access only the information on the system for which I have authorization.
- To safeguard and not disclose any confidential, restricted, or sensitive information to unauthorized persons.
- To restrict unintentional viewing of PHI in any form by those who are not authorized to view PHI.
- To keep confidential and to safeguard from unauthorized use and disclosure to other persons the MDC system user ID and password issued to me.

I understand that any violation of these terms and conditions and any applicable laws, rules or regulations may result in one or more of the following: loss of access, disciplinary action, dismissal or civil and criminal penalties.

Click "I Agree" only if you accept and agree to the terms, or otherwise select "Cancel".

I Agree

Cancel

MDC Michigan Data Collaborative

Dashboard Created by Michigan Data Collaborative (MDC) to Support the Mission of Physician Group Incentive Program (PGIP)  
Blue Cross Blue Shield of Michigan INTERNAL: Not to be released outside of BCBM and PGIP Physician Organizations


Version 1, 2025

## Home Page Navigation and Features

The Home page is also the Membership Summary page or tab and has the following features:

1. **Navigation Tabs.** There are 10 navigation tabs across the top.
  - a. *Membership Summary*
  - b. *IP (Inpatient) Discharges*
  - c. *Women's Health*
  - d. *Cardiac Care*
  - e. *Radiology*
  - f. *GDR (Generic Dispensing Rate)/Pharmacy*
  - g. *EBCR (Evidence-Based Clinical Resources)*
  - h. *TOC (Transition of Care)*
  - i. *ED (Emergency Department) Visits*
  - j. *View Data Option (functions the same as the View Data Option button)*




2. **Reporting Period.** Date range of the dashboard data.
3. **Physician Organization.** Name of the selected or default Physician Organization.
4. **Information icon.** Hover your mouse over the Information icon  for helpful details and context about the dashboard data and features.



5. **Filters.** Select from the filters across the top of each page to customize the data by practitioner type, organization, subPO, practice unit, practitioner, and Report End Date.
- a. *Practitioner Type.* This filter operates independently of other filters in the panel. Select from the following options:
    - (All). Default selection
    - APP. Advanced Practice Provider
    - MD/DO. Medical Doctor/Doctor of Osteopathy
  - b. *Physician Organization.* The name of the user's PO displays automatically.
  - c. *SubPO.*
  - d. *Practice Unit.*
  - e. *Practitioner.*
  - f. *Report End Date.* Defaults to the most recent report date.
  - g. **Exception:** Ensure that the Report End Date is explicitly selected within the **EBCR** initiative, as selections in other initiatives do not carry over since this is an annual report.


The image shows a horizontal filter bar with six sections. Each section has a red circle with a letter (a-f) pointing to it. Section 5 is a red circle with the number 5. The sections are: 1. Practitioner Type: Radio buttons for (All), APP, and MD/DO. 2. Physician Organization: A dropdown menu. 3. SubPO: A dropdown menu with (All) selected. 4. Practice Unit: A dropdown menu with (All) selected. 5. Practitioner: A dropdown menu with (All) selected. 6. Report End Date: A dropdown menu with September 2024 selected.

- By default, the filters are set to PO-level aggregations.
- The dashboard will automatically update to reflect your filter selections.
- The hierarchy you select will be reflected in your results.
- Results are limited to Practitioners enrolled in the PGIP program.
- **Note:** When you are on the Home page, the Home page icon  does not display.

6. **Initiative** buttons. Click an initiative button to view and download data tables for that initiative
- IP (Inpatient) Discharges*
  - Women's Health*
  - Cardiac Care*
  - Radiology*
  - GDR (Generic Dispensing Rate)/Pharmacy*
  - EBCR (Evidence-Based Clinical Resources)*
  - TOC (Transition of Care)*
  - ED (Emergency Department) Visits*



### **View Data and Download Documentation**

7. Select from these options to view and download data and documentation.
- View Data Option** button (functions like the View Data Option tab).
  - User Guide** button. Links to this document.
  - Download PDF** icon. Click on the **Download PDF** icon  to download a PDF of the current view or the entire workbook.







## PGIP Initiatives

What is a PGIP Initiative? A PGIP Initiative is a specific program or area of focus under the Physician Group Incentive Program (PGIP). This program, typically run by healthcare organizations or insurers, aims to improve healthcare quality, patient outcomes, and cost-effectiveness by encouraging physician groups to implement targeted interventions and best practices.

The Home page/Membership Summary tab includes the following PGIP Initiative buttons:

1. IP (Inpatient) Discharges
2. Women's Health
3. Cardiac Care
4. Radiology
5. GDR (Generic Dispensing Rate)/Pharmacy
6. EBCR (Evidence-Based Clinical Resources)
7. TOC (Transition of Care)
8. ED (Emergency Department) Visits

The screenshot displays the PGIP Quarterly Dashboard interface. At the top, a navigation bar includes tabs for Attestation, Membership Summary, IP Discharges, Women's Health, Cardiac Care, Radiology, Pharmacy, EBCR, TOC, ED Visits, and View Data Option. The main header area features the Blue Cross Blue Shield of Michigan logo, the PGIP title, and the BCBSM Member Level Dataset description. A reporting period of October 2023 - September 2024 is shown. Below the header, a filter section allows selection of Practitioner Type (All, APP, MD/DO), Physician Organization, SubPO (All), Practice Unit (All), Practitioner (All), and Report End Date (September 2024). A red box highlights eight PGIP Initiative buttons: 1. IP Discharges, 2. Women's Health, 3. Cardiac Care, 4. Radiology, 5. GDR/Pharmacy, 6. EBCR, 7. TOC, and 8. ED Visits. To the right of these buttons are links for View Data Option, User Guide, and a PDF download icon.

## Accessing Initiative Results for Your Organization

To access the data for a specific initiative, follow these steps:

- Starting from the **Home** page/**Membership Summary** tab, select either an initiative tab along the top or a button and you will be redirected to that initiative page.
- In the filters panel, select the **Practitioner Type**: All, APP, MD/DO.
  - Note: This filter operates independently of other filters in the panel.

Select the organization level filter(s): Physician Organization (defaults to the user's PO, only shows POs the user has access to), SubPO, Practice Unit, Practitioner.

- Select the Report End Date.

Attestation
Membership Summary
IP Discharges
Women's Health
Cardiac Care
Radiology
Pharmacy
EBCR
TOC
ED Visits
View Data Option

Physician Group Incentive Program (PGIP)  
BCBSM Member Level Dataset with Summary Statistics for Physician Organization,  
SubPO, Practice Unit and Practitioner

Reporting Period: October 2023 - September 2024

Practitioner Type  
☒ (All)  
☐ APP  
☐ MD/DO

Physician Organization

SubPO  
 (All)

Practice Unit  
 (All)

Practitioner  
 (All)

Report End Date  
 September 2024

SECTION 2: UTILIZATION AND COST  
Inpatient Initiative

IP Discharges Summary (All Conditions)

Age Category	No of IP Discharges	Members with IP Discharges	Members with IP Discharges%	IP Discharges Admitted through the ED	IP Discharges Admitted through the ED%	ALOS
Adults						
Children						
Total						

IP Discharges Summary (Non Maternity)

Age Category	No of IP Discharges	Members with IP Discharges	Members with IP Discharges%	IP Discharges Admitted through the ED	IP Discharges Admitted through the ED%	ALOS	Risk of Readmission
Adults							
Children							
Total							

Ambulatory Care Sensitive Conditions (ACSC)

ACSC Category	No of Discharges	ACSC	LOS (Days)	Average Std Cost
Asthma				
Bacterial Pneumonia				
Congestive Heart Failure				
COPD				
Dehydration				
Diabetes with Long Term Complication				
Diabetes-Rel Lower Extremity Amp				
Hypertension				
Urinary Tract Infection				
Total				

Top 10 Diagnosis Categories (mid level Rollup)

Adults		Children	
Diagnosis Category	No of Discharges	Diagnosis Category	No of Discharges
Alcohol-related disorders		Liveborn	
Sepsis/septicemia		Depressive disorders	
Hypertension and hypertensive-related conditions		Respiratory failure; insufficiency; arrest	
Complications specified during childbirth		Epilepsy; convulsions	
Depressive disorders		Pneumonia (except that caused by tuberculosis)	
Prolonged pregnancy		Acute bronchitis	
Acute myocardial infarction		Neurodevelopmental disorders	
Diverticulosis and diverticulitis		Bipolar and related disorders	
Heart failure		Hemolytic jaundice and perinatal jaundice	
Cardiac dysrhythmias		Malnutrition	

Pediatric Quality Indicators (PQI)

Category	No of Discharges	PQI	LOS (Days)	Average STD Cost
Gastroenteritis				
Urinary Tract Infection				
Total				

IP Admissions & Discharges by Day of Week

Day of week	IP Admissions			IP Discharges		
	Adult Ad	Child Ad	Total Ad	Adult Disc	Child Disc	Total Disc
Sunday						
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Saturday						

IP Discharges Utilization Rate/1K & Std Cost PMPM

Age Category	All Conditions IP Rate	All Conditions IP Std Cost	Non Maternity IP Rate	Non Maternity IP Std Cost	ACSC IP Rate	ACSC IP Std Cost
Adults						
Children						
Total						

Dashboard Created by Michigan Data Collaborative (MDC) to Support the Mission of Physician Group Incentive Program (PGIP)  
Blue Cross Blue Shield of Michigan INTERNAL: Not to be released outside of BCBSM and PGIP Physician Organizations






























Version 1, 2025

View Data Options








The View Data Options **tab**, and **View Data Options** button on the Home page allow you to access summary level data for each of the initiatives.

1. From the Home page, click the **View Data Options** tab or button.
2. When the PGIP and PO Totals page opens, the Measure Type filter defaults to All. Select a **Measure Type** option from the drop-down list to limit the display to one of the following options:
  - (All). Default selection.
  - ED Visits
  - GDR
  - IP
  - Membership
  - Radiology
  - TOC

AttestationMembership SummaryIP DischargesWomen's HealthCardiac CareRadiologyPharmacyEBCRTOCED VisitsView Data Option1



Physician Group Incentive Program (PGIP)  
BCBSM Member Level Dataset with Summary Statistics for Physician Organization,  
SubPO, Practice Unit and Practitioner





Reporting Period: October 2023 - September 2024

Physician Organization



























































Measure Type2  
(All)

Report End Date  
September 2024



View PGIP & PO Totals

Measure Type	PGIPAdultValue	PGIPChildValue	POAdultValue	POChildValue
ED - Number of Members with 2 to 4 Visits				
ED - Number of Members with 5+ Visits				
ED - Number of Visits				
ED - Rate of Emergent, ED Needed but Preventable Visits				
ED - Rate of Emergent, Primary Care Treatable Visits				
ED - Rate of NonEmergent Visits				
ED - Rate of PCS Visits				
GDR - Number of Generic Prescriptions				
GDR - Number of Prescriptions				
GDR - Rate				
IP ACSC - Cost of Care PMPM				
IP ACSC - Standard Cost PMPM				
IP ACSC - Utilization Rate per 1000				
IP All Conditions - Average Length of Stay				
IP All Conditions - Cost of Care PMPM				
IP All Conditions - Number of Discharges				
IP All Conditions - Number of Members with Discharges				
IP All Conditions - Rate of Discharges Admitted through ED				
IP All Conditions - Standard Cost PMPM				



Dashboard Created by Michigan Data Collaborative (MDC) to Support the Mission of Physician Group Incentive Program (PGIP)  
Blue Cross Blue Shield of Michigan INTERNAL: Not to be released outside of BCBSM and PGIP Physician Organizations

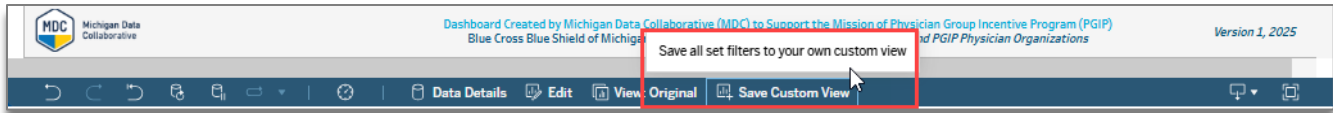
Version 1, 2025

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## Custom Views

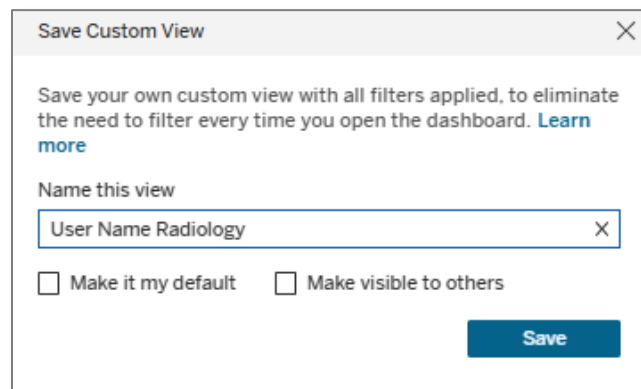
The PGIP Quarterly Dashboard has a feature that allows users to select their desired filters and save them in Custom Views for later use.

1. Click **Save Custom View** in the bottom toolbar.



2. In the **Save Custom View** pop-up window, enter the name of your Custom View in the **Name this view** field.

- Select **Make it my default** if you'd like this view to be what you see each time you return to the dashboard.
- Select **Make visible to others** if you'd like to share the view with others in your PO.
- Or you can opt out of both options by making no selection.
- Click **Save** to save your Custom View.
- Click **View: [View Name]** on the bottom toolbar to select and manage your custom view(s).



## Dashboard Subscriptions

This feature allows you to sign up to receive a PDF of the dashboard in your inbox at specified intervals.

Note: Before setting up a Subscription, you **MUST** create a Custom View to override the Attestation step. For more information, go to [Custom Views](#).

1. Click **Subscriptions** in the bottom toolbar.



2. Complete the fields in the **Subscribe** window to Indicate which dashboard views you would like emailed to you:

- **Include:** This View or Entire Workbook.
- **Format:** Image, PDF, or Image and PDF.
- **Paper Size:** Letter, Legal, etc.
- **Orientation:** Portrait or Landscape.
- **Subject:** defaults to name of current initiative displayed.
- **Message** (optional): Type in a custom message.
- **Frequency:** On Selected Schedule or When Data Refreshes.
- **Schedule:** Daily, Monthly, etc.
- Click **Subscribe** to submit.

3. Select **Manage Subscriptions** if you wish to (i) unsubscribe, (ii) change your subscription after you've submitted it, or (iii) view all your subscriptions. Select from the following settings:

- Change Frequency
- Change Subject
- Change Empty View Mode
- Change Format
- Unsubscribe


 A screenshot of the 'Subscribe' dialog box. It has a title bar with a close button (X). The form contains the following fields:
 

- Include:** A dropdown menu currently set to 'This View'.
- ☐ Don't send if view is empty
- Format:** A dropdown menu currently set to 'PDF'.
- Paper Size:** A dropdown menu currently set to 'Letter'.
- Orientation:** A dropdown menu currently set to 'Portrait'.
- Subject:** A text field containing 'Cardiac Care'.
- Message (Optional):** A text area containing the message: 'Dear User, Here's your updated Cardiac dashboard data from the PGIP Quarterly Dashboard.'
- Frequency:** A dropdown menu currently set to 'On Selected Schedule'.
- Schedule:** A dropdown menu currently set to 'Subscription Daily 11:00AM'.

 At the bottom of the dialog, there are three buttons: 'Manage Subscriptions' (in blue text), 'Cancel' (in a white box with a grey border), and 'Subscribe' (in a blue box with white text).

**Helpful Tips**

**Returning to the Home Page from Other Dashboard Pages**

You can easily navigate back to the Home page from any initiative-specific page (e.g., ED Visits, TOC, Radiology). The Home page icon  allows seamless navigation across different dashboard pages/tabs.

**Tooltips**

Hover your mouse over any data points or sections to activate tooltip pop-ups with detailed information, as shown below.

RX Member Months	
110,339.95	
40,566.75	Age Category : <b>Adults</b> RX Member Months: <b>110,339.95</b>
150,906.70	

## How to Download PDFs

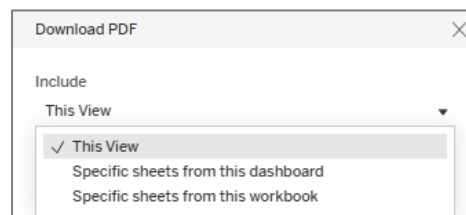
The **Download PDF** button in the top-right corner of the dashboard allows you to export a PDF of the current dashboard page or the entire dashboard, one worksheet at a time.

- a. Click the **Download PDF** button and select only the *default option: This View*.

**Include > This View** (default option).

Exports the current page view.

**Note:** Avoid selecting **Specific sheets** **from this dashboard** as this is used internally for dashboard development. Feel free to select **Specific Sheets** from this Workbook to download the entire dashboard, one worksheet at a time.



- b. **Formatting the PDF.** Choose from the following options:

- **Scaling** (Automatic or %). Adjust scaling to fit the content.
- **Page Size** (Letter [default], Legal, etc.). Select page size from the dropdown list.
- **Orientation** (Portrait or Landscape).
- **Note:** The landscape option may be better suited for pages such as the Inpatient initiative with larger data tables.

- c. After configuring the settings, click **Download** and save the PDF to your computer.