

View/Export Completed Assessments and Field Notes

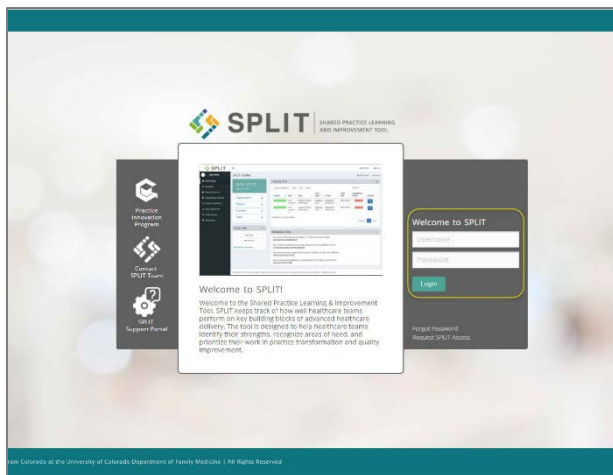
How to view and export completed assessments and field notes to confirm data reported in SPLIT.

Overview:

PTOs and Practices often need to confirm the submission of Assessments and Field Notes. This process allows SPLIT users to confirm the completion of these submissions.

Instructions:

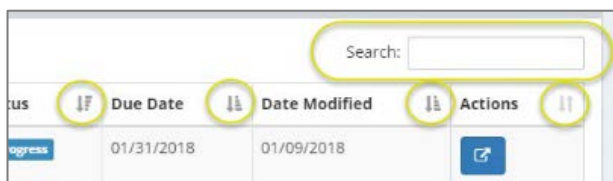
Navigate to the SPLIT Landing Page (<https://split.practiceinnovationco.org>) to log into SPLIT.



- 1) Select “Data Dashboard” in the left column
- 2) Click on “Response Exports”



- 3) Sort this information with the column header arrows
- 4) The search bar is located in the upper right corner

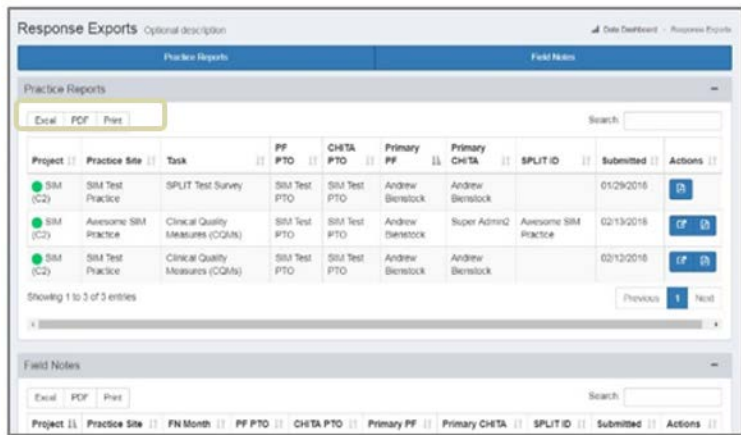


5) Download a PDF of the submission with the blue button in the right column “Actions”



Status	Due Date	Date Modified	Actions
In Progress	01/31/2018	01/30/2018	
Completed	01/31/2018		

6) Export a list of submissions to excel, PDF, or your printer in upper left corner









Response Exports Optional description Data Dashboard - Response Exports

Practice Reports Field Notes

Practice Reports

Excel PDF Print Search

Project	Practice Site	Task	PF PTO	CHTA PTO	Primary PF	Primary CHTA	SPLIT ID	Submitted	Actions
● SIM (C2)	SIM Test Practice	SPLIT Test Survey	SIM Test PTO	SIM Test PTO	Andrew Berstock	Andrew Berstock		01/29/2018	 
● SIM (C2)	Awesome SIM Practice	Clinical Quality Measures (CQMs)	SIM Test PTO	SIM Test PTO	Andrew Berstock	Super Admin2	Awesome SIM Practice	02/13/2018	 
● SIM (C2)	SIM Test Practice	Clinical Quality Measures (CQMs)	SIM Test PTO	SIM Test PTO	Andrew Berstock	Andrew Berstock		02/13/2018	 

Showing 1 to 3 of 3 entries Previous 1 Next

Field Notes

Excel PDF Print Search

Project	Practice Site	FN Month	PF PTO	CHTA PTO	Primary PF	Primary CHTA	SPLIT ID	Submitted	Actions
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