ONE McLaren Report Updates

Scheduling Reports

What is Scheduling a Report?

If you routinely utilize report(s) from the Discern Reporting Portal, you may have it scheduled for auto-distribution to your secured McLaren email account in lieu of accessing the Discern Reporting Portal, thus saving time in your work day.

Process:

(✓) Complete **Scheduling Report Request Form** located on the McLaren Intranet

(✓) Submit form to mclarenreporting@mclaren.org

(✓) Expect a call with questions regarding your request.

(✓) Anticipate a 5-7 business day turn-around once questions are answered.

Note: There are reports within the system not capable of being scheduled due to the complexity of their build.


7/3/2019

Custom Report Request

What is a Custom Report?

When a report within the Discern Reporting Portal doesn't meet the expectations of the Corporation, it is tasked over to Atos for a custom report (CCL) build. A CCL can be as simple as adding another column to an existing report or as complex as a new build.

Process:

- ✓ Complete **Custom Report SBAR Form** located on the McLaren Intranet
- ✓ Submit form to mclarenreporting@mclaren.org
- ✓ Review process occurs (5-7 business days).
- ✓ Expect multiple calls or emails with questions regarding your request.
- ✓ Turn-around varies depending on the complexity of the build.
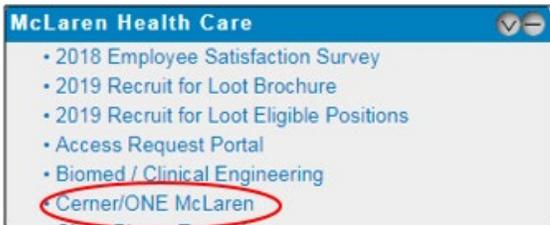
CUSTOM REPORT SBAR

Please complete Steps 1-3 and submit for approval. Attachments are welcome.
If the report is approved, an ATOS ticket will be opened on your behalf. If the report is denied you will be emailed with an explanation.
All POB tickets opened without this process will automatically be closed.

Name of Person Requesting Report
Date of Request
Phone Number
Best Hours to Contact
Email Address
Is this report for safety or compliance requirements? ( ) YES (•) NO

1 SITUATION- Please provide a brief description as to the problem requiring the creation or modification of a report.

2 BACKGROUND- What is the purpose of this report?

3 ASSESSMENT- Is there a report within the Discern Reporting Portal that can be modified to meet your needs?

YES- Please provide a report name. Included if it's a DA2, Business Objects, or CCL Report if known. Then Proceed to Step 3A

Name and Report Type

NO- Proceed to Step 3A

3A What specific DTA (fields) From PowerChart need to be added to the Report? (use box below).

This step is very important to ensure the report captures what details you are needing, please be as specific as possible- screen shots from Cerner of fields are appreciated.
All reports will be set up to filter by: Multiple Facility, Multiple Units, Start and Stop Date/Time.

r(s) in the Discern Reporting Portal will need this report visible? (Select All That Apply)

lease Contact Me
- [ ] FirstNet - Business Object
- [ ] FirstNet - Discern
- [ ] GL
- [ ] HIM
- [ ] HIM Report
- [ ] PathNet
- [ ] Patient Accounting
- [ ] Patient Accounting Reports
- [ ] Performance Excellence
- [ ] Perioperative
- [ ] Resident ACGME
- [ ] Respiratory Therapy
- [ ] Scheduling
- [ ] Supply Chain
- [ ] Women's Health

McLaren Health Care

- • 2018 Employee Satisfaction Survey
- • 2019 Recruit for Loot Brochure
- • 2019 Recruit for Loot Eligible Positions
- • Access Request Portal
- • Biomed / Clinical Engineering
- • Cerner/ONE McLaren

Documents

- ▶ Opioid Start Talking
- Archive
- ▶ ONE McLaren Policy and Procedures
- ▼ ONE McLaren Reports
  - Custom Report SBAR
  - ONE McLaren Reports Updated 2.2019
  - Scheduling Reports Request

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