**Center for Cancer Prevention and Control**
**Cigarette Restitution Fund Program**
**Cancer Prevention, Education, Screening and Treatment Program**

**Reports for Quality Assurance (QA): Client Database (CDB) Guidance #62**
**July 2012**

This guidance provides local CDB users with a list of reports that can be run in order to perform QA activities on records in the CDB. These reports will identify records that need correction or further follow-up and should be run at least quarterly. This guidance can be used in conjunction with the guidance and instructions provided in Health Officer Memo #06-23 on Quality Assurance in the CDB: What You Can Do to Combat Errors.

1. Run the following reports from the Reports Menu for the specific module:

| Report Name | Report Title |
|---|---|
| **Colorectal Module** | |
| Open Cycles | Clients With Open Cycles by Modules-Colorectal |
| C-NoRe | CRC No Future Recall Report |
| C-DxOut | Final Hierarchical Diagnosis by Cycle Outcome |
| C-RiskHxCompletion | Colorectal Cancer (CRC) Risk History Completion Quality Assurance |
| C- RiskHxConsistency | Colorectal Cancer (CRC) Risk History Consistency Quality Assurance |
| C-RiskAssessment | Colorectal Cancer (CRC) Risk Assessment Quality Assurance |
| MPD | Missing Procedure Dates-Colorectal Cancer |
| **Prostate Module** | |
| Open Cycles | Clients With Open Cycles by Modules-Prostate |
| P-NoRe | Prostate No Future Recall Report |
| MPD | Missing Procedure Dates-Prostate Cancer |
| **Oral Module** | |
| Open Cycles | Clients With Open Cycles by Modules-Oral |
| O-NoRe | Oral No Future Recall Report |
| MPD | Missing Procedure Dates-Oral Cancer |
| **Skin Module** | |
| Open Cycles | Clients With Open Cycles by Modules-Skin |
| S-NoRe | Skin No Future Recall Report |
| MPD | Missing Procedure Dates-Skin Cancer |

2. Run the following reports from the Notifications List on the Main Menu for all modules currently active in your program:

| Notifications List Reports |
|---|
| Procedure Results Pending |
| Pending Notification of Screening Results |
| Eligible client pending Diagnosis/Workup |
| Pending Diagnostic Status |
| Pending Treatment Status |